

STATE OF WASHINGTON
OFFICE OF THE SECRETARY OF STATE
ARCHIVES DIVISION

**RFQQ No. 25-11 MICROGRAPHIC SERVICES – MICROFILM PROCESSING AND
DUPLICATING SERVICES**

AMENDMENT NO. 2

(March 25, 2025)

SUMMARY

This Amendment No. 2 to RFQQ 25-11 contains an official Q&A list with official OSOS answers. The formal Question and Answer period was held from March 10, 2025, to March 21, 2025.

SUBMISSIONS VIA EMAIL
QUESTIONS AND ANSWERS

From: Fadeelah Campbell <fcampbell@vrcofca.com>

Sent: Wednesday, March 19, 2025 2:13 PM

To: Madilyn Graversen <Madilyn.Graversen@sos.wa.gov>

Subject: Inquiry Regarding RFQQ No. 25-11 – Brown Toning and Blue Methane Testing Requirements

- 1.) We are very interested in participating in and winning the contract outlined in RFQQ No. 25-11 for micrographic services however, we currently do not have the capability to meet two specific requirements: brown toning and blue methane testing. We suspect that many qualified providers may face similar limitations, and we wanted to inquire whether a contractor that cannot meet these two requirements would still be considered for the award. Could you please clarify if these are mandatory requirements or if there is flexibility in the evaluation process for contractors who excel in other areas but lack these specific capabilities?

A: There is no flexibility with these requirements. These requirements are the published state standards, and all film created and stored in the archives needs to include that process as described in the [Washington State Archives Microfilm Standards](#) adopted in accordance with the provisions of [RCW 40.14](#):

Section 7.9.3

The Methylene Blue Test is needed to ensure that the polysulfide solution has been washed out of the film. The test should be conducted daily, if not at the end of each run or batch to verify that the above requirements are met.

Section 7.9.4

Additionally, all silver-halide film must undergo chemical treatment for the conversion of silver images against oxidation, referred to as the polysulfide treatment, or “brown-toning”.

PREPROPOSAL CONFERENCE

QUESTIONS AND ANSWERS

(March 15, 2025)

The preproposal conference for RFQQ 25-11 Micrographic Services – Microfilm Processing and Duplicating Services was held on Friday, March 14, 2025, at 9:00 AM.

No vendors or interested parties were in attendance. As a result, no questions were posed during the session.

There are no relevant notes or discussion points to document as it pertains to this conference.