

## RFQ Questions and answers for Standard Operating Procedures and Human Centered Design Services

March 16, 2026

1. Please confirm whether proposal is due Friday, March 20th or Wednesday, March 18th
  - The proposal(s) is due on Wednesday, March 18<sup>th</sup>.
2. Will answers to aggregated questions from prospective proposers be published and shared somewhere?
  - Yes the WIB will post all of the questions from the RFQ and the subsequent answers on the WIB procurement webpage.  
<https://www.tularewib.org/procurement>
3. Is the WIB open to proposals with other firms as subcontractors?
  - The WIB is open to proposals that include subcontractors. However, the primary contractor must remain responsible for the core scope of work and overall project management. Any subcontractors proposed or engaged during the contract period must receive prior written approval from the WIB.
4. Would the WIB be open to proposals that include AI-enabled tools for process discovery and mapping?
  - The WIB is open to proposals that incorporate AI-enabled tools to support process discovery, mapping, and analysis where appropriate. However, AI tools must be used as a supplement, not a replacement, for human-centered design practices. AI tools may assist analysis, but cannot replace human facilitation, stakeholder engagement, or final interpretation of findings. Vendors must ensure that confidential information is not uploaded to public AI systems, that personally identifiable information is not used in AI tools, and that data is handled consistently with public agency confidentiality standards. Vendors should disclose which AI tools they use and which tasks they support.
5. Are proposers able to submit for multiple RFP opportunities with the WIB at the same time?
  - Yes, potential vendors and contractors may submit proposals for multiple RFQs at the same time.