

STATE OF ALASKA IRFP NUMBER 190000019
AMENDMENT NUMBER 1



Department of Natural Resources
Support Services Division
Procurement Section
550 W. 7th Avenue, Suite 1330
Anchorage, Alaska 99501

THIS IS NOT AN ORDER

DATE AMENDMENT ISSUED: August 23, 2018

IRFP TITLE: Boating Safety Videos for the Office of Boating Safety

IRFP DEADLINE FOR RECEIPT OF PROPOSALS: 2:00 p.m. on August 28, 2018

This amendment addresses questions asked by potential offerors as of August 22, 2018. This amendment is for informational purposes only and need not be returned to the State.

1. **Question:** Will the contractor provide (rent or acquire) the watercraft to be filmed, or will this be provided by the state?

Response: The state has boats available in Homer, Seward, and Kenai that may be used to support this project. If the offeror proposes filming outside of these areas, the contractor would be responsible for providing required watercraft.

2. **Question:** Will the contractor provide the watercraft (rent or acquire) on which the filming will take place from, or will this be provided by the state?

Response: Refer to the response for question 1 of this amendment.

3. **Question:** Will the contractor provide any additional insurance for the water craft used other than the insurance requirements listed in Appendix B, Article 2 of the IRFP? (Listed insurance requirements include 2.1 Workers Compensation Insurance; 2.2 Commercial General Liability Insurance; 2.3 Commercial Automobile Insurance.)

Response: The contractor will be required to provide proof of insurance to the State meeting the requirements of Appendix B1 prior to beginning any work on the contract. Any additional insurance requirements for rental of equipment, etc., will be between the contractor and rental agency.

4. **Question:** Will the contractor be responsible for providing (rent or acquire) all props for project, including all boating safety equipment, or will this be provided by the state?

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Response: The contractor should outline within their proposal what props and boating safety equipment they envision using to provide required services. The state may be able to provide some props or equipment if it is available within our existing inventory, otherwise it would be provided by the contractor.

5. **Question:** Will the contractor be required to film outside of the municipality of Anchorage in rural Alaska?

Response: The offeror should outline within their proposal where they propose filming to meet the requirements for ocean, lake, and river boating as required by the IRFP. Filming ocean scenes within the Knik and Turnagain arms of Cook Inlet is not acceptable to the State.

6. **Question:** Will the contractor be responsible for talent acquisition?

Response: Yes and no. Boating safety and other state staff will be available for on and off camera utilization. The offeror should outline within their proposal where they would use state staff and contracted staff within the videos. Acquisition of contracted talent would be provided by the contractor.

7. **Question:** Will the contractor be responsible for food, lodging, and transportation of actors in the event that travel is required anywhere outside of the municipality of Anchorage in rural Alaska?

Response: Yes.

8. **Question:** All costs to be incurred for this project, including but not limited to those listed above, must be outlined in the Cost Proposal for this IRFP and be within the budget of under \$20,000 according to section A. Standard Terms and Conditions, part 5. Budget to be considered?

Response: Yes, the Cost Proposal is to be inclusive of all costs associated with providing required services within the budget of \$20,000.00.

9. **Question:** Can the offeror include more than one video on the sample video media?

Response: No. The state requires, and will only evaluate, one sample video.

10. **Question:** Can the sample video be less than 3 minutes or more than 5 minutes?

Response: No. Sample videos are to be a minimum of 3 and maximum of 5 minutes long.

11. **Question:** What is the target audience for these videos?

Response: As stated in the IRFP, the target audience is primarily adult male boaters and secondary adult female boaters as influencers. Videos will be used primarily on social media but may also be used in boating safety courses or presentations to various agencies such as chambers of commerce, rotary clubs, etc.

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12. **Question:** What is the difference between an RFP and IRFP?

Response: An IRFP is a small procurement under the State of Alaska Procurement Code where the cost is estimated to be at or under \$100,000.00. An RFP is a formal procurement where the cost is estimated to be more than \$100,000.00.

13. **Question:** Is there a deadline for questions?

Response: There isn't a written deadline for questions however we would ask that questions be submitted by Friday, August 24, 2018 if possible. However, if a potential offeror has a question after August 24th but before the deadline for receipt of proposals that can't be answered from the IRFP please send an email to the Procurement office at dnr.ssd.procurement@alaska.gov or call the DNR Procurement Office at 907-269-8687.

14. **Change:** Reference paragraph 19, Contract Term, on page 8 of the IRFP, change the contract ending date in the first paragraph from September 30, 2019 to November 30, 2018.

This amendment is for informational purposes only and need not be returned to the State.

//SIGNED COPY ON FILE//

Jim Sonnier

Procurement Specialist III

Phone: (907) 269-8687

TDD: (907) 269-8411

FAX: (907) 269-8909

EMAIL: dnr.ssd.procurement@alaska.gov

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