

**STATE OF ALASKA RFP NUMBER 2016-0200-3405**  
**AMENDMENT NUMBER TWELVE**



Department of Administration  
Division of General Services  
333 Willoughby Avenue, 7<sup>th</sup> Floor  
PO Box 110210  
Juneau, Alaska 99811-0210

**THIS IS NOT AN ORDER**

**DATE AMENDMENT ISSUED: June 6, 2016**

**RFP TITLE: ALMR SYSTEMS MANAGEMENT SERVICES**

**IMPORTANT NOTE TO OFFERORS:** This amendment is being issued to modify and add language to the Request for Proposals (RFP) document and its attachments. All other terms and conditions of the original RFP remain the same.

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Deadline for Receipt of Proposals:  
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**The Deadline has been extended to 2:30 P.M. (Alaska Time) on Friday, June 10, 2016.**

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The following sections has been modified on the RFP:  
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**Page 5, Section 2.1 – PROCUREMENT SCHEDULE**

No	Activity	Date
1	RFP Issued & Educational Meeting (Anchorage, AK)	4/15/2016
2	Pre-Proposal Meeting (Juneau, AK)	4/26/2016
3	Deadline for Written and Questions	4/29/2016
4	Proposals Due	6/10/2016
5	Evaluations Due	6/13/2016
6	Shortlisting	6/14/2016
7	Interviews (Anchorage, AK)	6/20/2016 – 6/21/2016
8	Identify potential Best Value proposer	6/21/2016
9	Invitation to Clarification Period (Phase 2)	6/24/2016
10	Clarification Period Summary Meeting (Anchorage, AK)	7/22/2016
11	Issued Notice of Intent to Award	7/26/2016
12	Anticipated Contract Award	8/5/2016

**Page 8, Section 4.4 – PROPOSAL FORM (ATTACHMENT B):** *This section now read as follow:*

The Offeror must complete all information requested in Attachment B. This document requests information on the following items:

- Identification of the critical project team, including:
  - System Manager- will be the daily single point of contact for the State for this service (the State can contact at any time to resolve any issues and answer any questions) and will be the lead for the execution of this service for the entire duration of the service.
- This individual shall be used by the Offeror for the duration of the Contract resulting from this RFP. The State must approve any change to this individual in accordance with Section 8.44—Contract Personnel of the RFP.
- Completion of all certification statements
- Completion of information regarding Alaska preferences

**Page 10, Section 4.8 – PAST PERFORMANCE INFORMATION (ATTACHMENTS F, G, H)** *This section now reads as follow:*

The State will analyze past performance information on each of the entities below:

- The Offeror (Firm listed in Attachment A)
- The Primary Subcontractor (Firm listed in Attachment A)
- The System Manager (Individual that is listed in Attachment B)

For each of these entities, the Offeror shall prepare and submit a Reference List, Customer Surveys, and Past Performance Information Scores as outlined below:

**Reference List Requirements (Attachment F)**

- For each entity, the Offeror must prepare and submit a list of clients that will evaluate each entity's performance.
- The System Manager can use the same past references as the Firm, provided that they were used on those particular projects.
- The maximum number of references that can be submitted is 10 for each entity. The number of returned surveys will be analyzed along with the survey scores.
- The past projects must be completed (the client must be able to respond to the survey questions).
- The past projects do not have to be similar to each other or to the scope of this project.
- The entity cannot have multiple people evaluate the same service (each project for that particular entity must be different).
- The end user/client must complete the survey (the Offeror cannot have other consultants or third parties evaluate the entity's performance).
- If the entity would like to use the State as a reference, the State can only be used as one reference maximum.

**Page 12, Section 5.2– EVALUATION SUMMARY:** *This section now read as follow:*

Proposals will be prioritized based on the categories described below.

<b>Evaluation Category</b>	<b>Points</b>
Risk Assessment Plan	100
Value Assessment Plan	100
Past Performance Information (Firm, Primary Subcontractor, & System Manager)	50
Interviews (System Manager)	250
Alaska Offeror Preference	100
Cost	400
Total	1,000

**Page 14, Section 5.6– INTERVIEWS:** *This section now read as follow:*

“The State will conduct interviews with the System Manager from each of the Shortlisted Offerors. This individual must be the same individual listed in the Offeror’s Proposal (Attachment B).”

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The following section has been added on the RFP:  
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**Page 3, Section 1.3–PROJECT TERM:** *This section now read as follow:*

“During the initial term, the State of Alaska, Department of Administration and the ALMR Cooperative will research alternate solutions and may issue a Request For Information (RFI) to gather information on alternate delivery solutions.”

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The following attachments has been modified on the RFP:  
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1. Attachment B – Proposal Coversheet
  - A. Modification to the attachment has been made to remove language with respect the System Technologist. Please use the “Revised” Attachment B posted in the solicitation announcement.**
2. Attachment F – Reference List
  - A. Modification to the attachment has been made to remove the requested references pertaining to the System Technologist. Please use the “Revised” Attachment F posted in the solicitation announcement.**
3. Attachment H – Past Performance Rating
  - A. Modification to the attachment has been made to remove the requested past performance information pertaining to the System Technologist. Please use the “Revised” Attachment H posted in the solicitation announcement.**
4. Attachment I – Cost Proposal Form
  - A. Modification to the attachment has been made to eliminate the detailed cost brake down for the 10 years, and allow the Offerors to propose a break down for year one and a lump sum for years 2-10. Please use the “Revised” Attachment I posted in the solicitation announcement.**