

# STATE OF ALASKA RFP 2017-0500-3589

## AMENDMENT NUMBER 04



Department of Education and Early Development  
Division of Education Support Services  
801 W Tenth Street Suite 200  
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Juneau, Alaska 99811-0500

**THIS IS NOT AN ORDER**  
**DATE AMENDMENT ISSUED: Monday, December 12, 2016.**

**RFP TITLE: SCHOOL LIBRARY CONSULTANT TO ASSIST ALASKA'S SCHOOL LIBRARY STAFF**

**RFP OPENING DATE AND TIME: 4:00 PM on Thursday, December 22, 2016**

This amendment is for informational purposes only and need not be returned to the State. Numbering continues from Amendment 03.

F. We have received the following questions, answers follow each question. Numbering of questions continues from Amendment 02.

- (8) Should the following types of expenses be included, or are they things to be expected to be provided by from the successful offeror-and thus be included in their expected salary: (1) high speed internet connectivity, website development and telecommunications costs; office costs, e.g. postage (2) travel to conferences and LD retreats, conference registrations, per diem and lodging and (3) costs associated with offering a professional development workshop or summer institute, offering a for-credit University course?

**Answer:** The basis for DEED's evaluation of proposals is described in §4 and §5. See Attachment 7, Proposal Evaluation Form, for how evaluated items will be scored by the evaluation committee. See §3.08, amended, for required travel costs and per diem. DEED cannot specify intensive details that an expert would know would be required: it is for an offeror to determine what level of detail is required to highlight their expertise to differentiate their proposal from other offerors.

- (9) When are the Library Development planning retreats?

**Answer:** Annually for up to three days in August or September.

G. The following changes and corrections have been made to the RFP:

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(8) A second paragraph has been added to §3.08:

“The contractor should include in their price proposal: transportation, lodging, and per diem costs sufficient to pay for one person to attend the Library Development retreat in Juneau, Alaska. This retreat is held annually in August or September and lasts up to three days.

Travel to other locations will not be required.”;

(9) Calendar dates have been updated for the new deadline for receipt of proposals at 4:00 PM on Thursday, December 22, 2016; and

(10) Updated the footer to read “Version: Amendment 04”.

<End of Amendment 04>



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Robert Roys  
Procurement Officer