

STATE OF ALASKA RFP 2017-0500-3590

AMENDMENT NUMBER 01



Department of Education and Early Development
Division of Education Support Services
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Juneau, Alaska 99811-0500

THIS IS NOT AN ORDER
DATE AMENDMENT ISSUED: Friday, December 09, 2016.

RFP TITLE: ADMINISTRATIVE REVIEWER FOR ALASKA'S CHILD NUTRITION PROGRAMS

RFP OPENING DATE AND TIME: 4:00 PM on Monday, December 19, 2016

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

A. The following changes and corrections have been made to *RFP 2017-0500-3590_00 Administrative Reviewer for Alaska's Child Nutrition Programs*:

- (1) Modified the format of the table of contents, inserted a page break after §3.07, and updated the table of contents;
- (2) Changed the number of ARs in ¶3 of §2.01 to four from six;
- (3) Corrected the number of points in the description of §5.05 to 20%;
- (4) Changed the deadline for receipt of proposals to 4:00 PM on Monday, December 19, 2016 and made resulting changes to calendar as a result; and
- (5) Added "Version: Amendment 1" to footer.

B. The following changes and corrections have been made to *RFP 2017-0500-3590_11 Cost Proposal Form*

- (1) Updated Attachment 11 for the correct number of ARs; and
- (2) Added "Version: Amendment 1" to footer.

C. The following changes and corrections have been made to *RFP 2017-0500-3590_07 Proposal Evaluation Form*

- (1) Changed the font to Calibri from Goudy Old Style;
- (2) Corrected the section number of the Demonstration to 5.05 from 5.04;
- (3) Corrected the section number of Contract Cost to 5.06 from 5.05
- (4) Corrected the section number of the Alaska Offeror Preference to 5.07 from 5.06

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- (5) Corrected the RFP number in the footer; and
- (6) Added "Version: Amendment 1" to footer.

D. The following questions have been asked, answers follow each question.

- (1) Will a business license in the State of Alaska be required, or filing with the State of Alaska to conduct business as a Foreign LLC suffice?

Answer: An ABL is required at the time a contract is signed. An ABL is not required to submit a proposal. Note the requirements in §3.08 for services to be provided within the United States.

- (2) Pg 11 of the RFP indicates 6 ARs in the pilot; however, pg 12, #1 indicates 4 ARs in the pilot. Which is correct?

Answer: The RFP has been corrected. We originally planned for six, but reduced it to four.

- (3) Pg 13 of the RFP indicates the award date is 1/24/16, should this be 1/24/17?

Answer: The RFP has been corrected, contract start date is in 2017.

- (4) During Year One, additional training is required as is accompanying the state agency on an Administrative Review. As a result, the internal costs to the awarded vendor will be higher. Does the State Agency expect the 'per review' cost to be the same in subsequent renewal years as it was Year One?

Answer: No. Attachment 11 allows different amounts to be entered for each area and year of service.

- (5) Can we have a copy of the recording or a transcript of the pre-proposal teleconference?

Answer: No, nobody called into the pre-proposal teleconference, therefore there is no recording or transcript to share.

- (6) Do we need to apply for an Alaska business license prior to submitting a proposal or may that be done after the intent to award is announced? Pg 24, Section 6.02, seems to indicate this may be allowable.

Answer: An ABL is required at the time a contract is signed. An ABL is not required to submit a proposal.

- (7) Pg 12, #4 indicates reviews will be conducted on paper. However, on page 13, #3 indicates CNP Web is used. Please clarify what type of review forms will be used to complete reviews.

Answer: The CNP-Web is an online database for SFA information sheets and claims for reimbursement, the AR is not completed in the CNP-Web, however there is information valuable to the reviewer in the system. Please note that for the pilot project, paper forms

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are acceptable, but we will be using an on-line AR in our PrimeroEdge software system next school year.

(8) Will reviews include both Administrative and Procurement reviews?

Answer: Yes, the Administrative Review includes the procurement review, as well as the review of the non-profit food service account in the Resource Management Review (nearly all AK SFAs trigger this review type).

<End of Amendment 01>



Robert Roys
Procurement Officer