

**Department of Revenue
The Alaska Mental Health Trust Authority**

**Amendment 2
Request for Proposals 17-071M
Organizational Evaluation
Issued April 3, 2017**

This amendment addresses questions asked by potential bidders and is for informational purposes only.

Question: In Phase 1 of the scope, could you please verify the number of people to be included in the e-survey and interviews is 20 individuals?

Response: The minimum number of individuals included in the e-survey is 20.

Question: Where will the two-day work session of Phase 2 be held? Is this included in or in addition to the 3 days of time in Anchorage for evaluative purposes noted in the Cost Proposal section?

Response: The work session will be held at the Trust Authority Office in Anchorage. The 3 days of time noted in the Cost Proposal section is only for evaluating submitted proposals: offerors who believe additional travel is necessary should include that information in their methodology and management plan. Any actual travel on the contract will be discussed with, and approved by, the contract manager.

Question: Are there requirements for the final documented output? Is there requirement for a Word document or a PowerPoint presentation? What type of material will be most useful to the Board Chair and CEO as an output from this effort?

Response: There are no specific requirements for the final documented output. Recommendations may be included in the offeror's proposal.

Question: Is the two-day meeting to be held with the board of trustees open to the public?

Response: The work session will be public noticed and open to the public according to the State of Alaska's Open Meetings Act, AS 44.62.310.