



RFP 180000063

Call for Applications for the Alaska State System of Support Coaching Program

Amendment 01

Questions and Answers from the first Pre-Proposal Teleconference

This is not an order

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

Posting Date: March 30, 2018

Procurement Officer: Robert Roys

WebEx Information

[Streaming Link:](https://stateofalaska.webex.com/stateofalaska/ldr.php?RCID=97c934340cd17721e0f2eb9792fdacee)

<https://stateofalaska.webex.com/stateofalaska/ldr.php?RCID=97c934340cd17721e0f2eb9792fdacee>

[Download Link:](https://stateofalaska.webex.com/stateofalaska/lsr.php?RCID=be02ef4047767e86b5f0fe08861885be)

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Question 01

How many coaches are there and how many will there be for the first year under this RFP? Answer: The number of coach contracts is dependent upon demand, program needs, and available funding. For the 2017-2018 school year, there are 17 coaches.

Question 02:

Will the contracts for current coaches from 2017-2018 roll over to this year? Answer: No. All current coaches are required to submit new applications under RFP 180000063. Contracts under this RFP will be for one year with four one-year renewal options to be exercised by mutual agreement.

Question 03:

How many submissions historically have been received in response to a call for SSOS coaches and how many do you expect in response to this RFP? Answer: The lowest number was zero, and the highest 35. We do not know how many will send in a submission to this RFP.

Question 04:

Once selection is made, what are the steps/paperwork that are required? Answer: The basic steps are an Alaskan Business License, insurance, getting set up as a vendor in the state accounting system, and finalizing the contract. We work with awardees to get these in place. The process typically takes about a week.

Question 05:

How do you choose where a coach is assigned? Answer: Coaches are assigned to Priority and Focus schools in the State of Alaska. Decisions on placements are made through a process that reviews school achievement and other data, school history, school improvement efforts and needs, coach skills, experience and strengths, and expected coaching impacts.

Question 06:

I will be traveling during the week of interviews. I am hoping that I will be able to find a time to attend the interview. Answer: The interview week is for the convenience of the interviewers. We will provide a list of dates and times and ask selectees to pick their top three choices. We give the slots on a first come, first served basis. If the slots you select are taken, we will ask for a new set of selections. If something (power outage, dropped call, other force majeure event) interrupts the interview, we will resume the interview at the soonest possible time.

Question 07:

How many people are on this conference call, are we going to do introductions? Answer: For procurement pre-proposal teleconferences, we typically do not ask attendees to introduce themselves. Looking at the participant list on the WebEx there appear to be five attendees in addition to the three DEED employees.

Question 08:

I am located outside of Alaska, is that acceptable? Answer: a location out of state is acceptable, but travel costs for travel to or from Alaska in servicing this contract will **not** be reimbursed.

Question 09:

How is travel handled cost reimbursement handled? Answer: the coaches make their own travel plans and are reimbursed for actual costs of travel within Alaska to and from the coaching location. Coaches submit a monthly invoice and are typically paid within 10 days of receipt of an undisputed invoice.