

STATE OF ALASKA RFP NUMBER 2519H018  
AMENDMENT NUMBER TWO

**AMENDMENT ISSUING OFFICE:**



Department of Transportation & Public Facilities  
Statewide Contracting & Procurement  
P.O. Box 112500  
(3132 Channel Drive, Room 350)  
Juneau, Alaska 99811-2500

**THIS IS NOT AN ORDER**

**DATE AMENDMENT ISSUED: February 11, 2019**

**RFP TITLE:**  
**ACT Drug & Alcohol Compliance Monitoring**

**DUE DATE:** February 25, 2019 at 3:00PM.

**This is a mandatory return Amendment.** *Your bid may be considered non-responsive if this signed amendment is not received [in addition to your bid] by the date and time bids are due.*

Vendor Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Offeror's Name: \_\_\_\_\_

The following are the state's responses to questions that have been submitted in response to RFP 2519H018.

**Question 1:** Section 3.02 states the length of the contract will be for one initial year, with four (4) one-year renewal options. Amendment #1 to the RFP stated in answer #4 that travel expenses should be incorporated into the fully loaded hourly rates. How many years of travel expenses should we calculate for the cost proposal, one or five?

**Answer 1:** *The estimated hours on the Cost Proposal Form represent approximately one year's work. Offerors should estimate one year's travel costs.*

**Question 2:** Section 3.01 of the RFP states "only select subrecipients are subject to review in any given year". Additionally, Section 3.01 also states "The ACT Team shall provide ... a list of subrecipients subject to review in the current year". In order to incorporate travel into our fully loaded hourly rates, how many trips should we expect in a year and how many reviews are to be conducted?

**Answer 2:** *On-site reviews happen once a year by geographic region/group with 4 to 8 locations to visit in each region/group. Each community visit is 1.5 to 2 days long with a historical average of 2 weeks of travel and on-site time per year. The following is a current list of regions/groups and number of subrecipients and their contractors providing services subject to federal review:*

**GROUP I:** Bethel, Kodiak, Talkeetna, Wasilla  
Total number subrecipients Group I: 4  
Total number of contractors Group I: 1

**GROUP II:** Girdwood, Gulkana, Soldotna, Tok  
Total number subrecipients Group II: 4  
Total number of contractors Group II: 2

**GROUP III:** Hollis, Juneau, Ketchikan, Sitka  
Total number subrecipients Group III: 4  
Total number of contractors Group III: 4

*In addition, delete the first paragraph of Sec 3.01 and replace with the following (changes highlighted in red):*

### Sec 3.01 SCOPE OF WORK AND DELIVERABLES

The ACT team consists of both the Project Manager and Coordinator. All submissions will be addressed to both of these persons. The ACT team and the Contractor will maintain and develop a Drug and Alcohol Compliance Monitoring Program (D&ACMP) to administer the review of subrecipients of FTA's Formula Grants for Other than Urbanized Areas §5311. **For the purpose of this RFP, the term subrecipient includes entities that are contracted to provide transportation services on the subrecipient's behalf.**

Signature: \_\_\_\_\_



Date: \_\_\_\_\_

2/11/19

Name: Paul Nakachi

Title: Procurement Specialist II