

STATE OF ALASKA
Department of Administration
Division of Shared Services
Statewide Contracting



STATEWIDE PUBLIC COMMUNICATIONS SERVICES

RFP 2019-0200-4221

Amendment #1

April 30, 2019

This amendment is being issued to answer questions submitted by potential offerors and to provide additional important information. In addition to adhering to any changes made to the RFP by this amendment, offerors must use Submittal Form A – Offeror Information to acknowledge this amendment.

A handwritten signature in blue ink that reads "Jason Grove".

Jason Grove, CPPB

Contracting Officer

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Questions submitted by potential offerors and answers from the state:

Question 1: Would the state consider making the initial term of the contract three years, with two one-year renewal options?

Answer: Yes. The first paragraph of Section 3.07 of the RFP is amended as follows:

The length of the contract will be from the date of award through June 30, 2022, with two additional one-year renewal options. Renewals will be exercised at the sole discretion of the state.

Section 3.11 Subcontractors

The following sentence is **deleted** from Section 3.11:

Subcontractor experience shall be considered in determining whether the offeror meets the requirements set forth in Submittal Form E – Mandatory Requirements.

Section 3.19 Insurance Requirements

The Division of Risk Management has determined the following changes are required:

- 1) Increase commercial general liability insurance minimum coverage limits to \$1,000,000 combined limit per single claim.
 - 2) Professional liability insurance is not required for this contract and has been removed from Section 3.19.
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Section 4.02 Special Formatting Requirements

The following additions (in blue) have been made to this section:

Documents and Text: All attachment documents must be written in the English language, be single sided, and be single spaced with a minimum font size of 10. Pictures or graphics may be used if the offeror feels it is necessary to communicate their information, however, be aware of the below requirements for page limits.

Anonymity: Some Submittal Forms listed below must not contain any names that can be used to identify who the offeror is (such as company names, offeror name, company letterhead, personnel names, project names, subconsultant names, manufacturer or supplier names, or product names).

Page Limits: Some Submittal Forms listed below have maximum page limit requirements. Offerors must not exceed the maximum page limits. Note, the page limit applies to the front side of a page only (for example, ‘1 Page’ implies that the offeror can only provide a response on one side of a piece of paper).

| Submittal Form | Anonymous Document | Maximum Page Limits |
|---|---------------------------|----------------------------|
| Submittal Form A – Offeror Information and Certifications | | |
| Submittal Form B – Service Approach and Management Plan, Part 1 | YES | 5 |
| Submittal Form B – Service Approach and Management Plan, Part 2 | YES | 5 |
| Submittal Form C – Risk Assessment Plan – Controllable Risks | YES | 2 |
| Submittal Form C – Risk Assessment Plan – Non-Controllable Risks | YES | 2 |
| Submittal Form D – Value-Add Assessment | YES | 2 |
| Submittal Form E – Mandatory Requirements | | |
| Submittal Form F – Contractual Requirements | | |
| Submittal Form G – Subcontractors | | |
| Submittal Form H – Cost Proposal | | |

Also note that language regarding anonymity has been added to Submittal Forms B, C, and D, and Sections 4.04, 4.05, and 4.06 of the RFP.

End of Amendment #1