



Department of Health and Social Services  
Finance and Management Services  
Grants and Contracts Support Team  
333 Willoughby Ave., Room 760  
Juneau, Alaska 99801

**RFP #200000015**  
**ALASKA PSYCHIATRIC INSTITUTE IN-HOUSE SECURITY**

**Amendment #3**

**Issue Date:** October 29, 2019

**Issued By:** Susan Jabal, Procurement Specialist V    susan.jabal@alaska.gov

**Important Note to Offerors:** Only the following items referenced in this amendment are to be changed. All other sections of the RFP remain the same. A copy of this amendment is available on the Online Public Notice website.

**This amendment extends the deadline for receipt of proposals, and provides clarification of two points.**

**Deadline for Receipt of Proposals**

This amendment extends the deadline for receipt of proposals, to allow offerors to consider the additional information provided in the 2 clarification points below.

**The new Deadline for Receipt of Proposals will be Tuesday, November 5, at 2pm (AKST).**

- All new or revised proposals must be received by the Deadline above, per the RFP Section 1.07.
- Already submitted proposals with no changes do not need to be resubmitted. Proposals received will be evaluated.

**Clarification Point 1**

Amendment 1 contained response to the following question.

This amendment provides clarification of that response, **in red**.

RFP SECTION	QUESTION/COMMENT	RESPONSE
Section 3.06 Experience and Qualifications	Multiple questions Regarding Sec 3.06: our certifications of our training in MANDT is currently held by API as they completed the courses for our	MANDT training will be provided at API

	<p>officers. Do we need to get that from API and submit with the proposal, or merely state this info for the record? For the proof of 2 years security experience...this is typically done via resume for staff; however, due to the 100 page limit of the proposal, including resumes; how would the State like this submitted? We currently have 25 officers and submitting all of their resumes along with the technical proposal would likely take us well over the 100-page limit. Is it acceptable to submit just the resumes of management and lead staff and have the rest available upon request? Is the State requiring submission of the actual drug testing documentation we have completed for our employees? The last two, clean background check and 8 hrs. pre-assignment training is incorporated into the officer's ability to get and maintain an active SOA security guard license per AS 13 AAC 60.110. Is the fact that they have their guard license issued by DPS sufficient proof for the State of these two items? Or, are all these items able to be listed in spreadsheet form, certified by the contractor that the items have been completed and any relevant dates, etc. included?</p>	<p>Spreadsheet format certified by the contractor is acceptable with records available for review at the State's request. API needs to confirm this is acceptable?</p> <p><b>It is acceptable for an offeror to provide proof of staff qualification via a certified spreadsheet summary.</b></p>
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### **Clarification Point 2**

During the solicitation process, it was recognized that a period of time may be required to facilitate transition between an incumbent and a newly awarded vendor, should those be different.

The RFP provides an estimated schedule in Section 1.12: RFP Schedule. The schedule provided there is an estimate, and clearly states it as such. The State now provides the following revised estimated schedule:

- Issue RFP on September 20, 2019
- Pre-Proposal Meeting 10:00 am Alaska Time September 27, 2019
- Deadline for receipt of questions is September 30, 2019
- Deadline for receipt of proposals is 2:00 pm Alaska Time November 5, 2019
- Proposal Evaluation Committee complete evaluation by November 11, 2019
- State of Alaska issues Notice of Intent to Award a Contract by November 12, 2019
- State of Alaska issues contract award November 22, 2019
- Contract begins December 1, 2019

As described in Section 1.12 of the RFP, the above schedule is an estimate only. If any component of this schedule is delayed, the rest of the schedule may be shifted by the same number of days.