

**STATE OF ALASKA RFP NUMBER 2520H025  
AMENDMENT NUMBER TWO (2)**

***AMENDMENT ISSUING OFFICE:***

Department of Transportation & Public Facilities  
Statewide Contracting & Procurement  
P.O. Box 112500  
(3132 Channel Drive, Room 310)  
Juneau, Alaska 99801-7898



**DATE AMENDMENT ISSUED:**

**January 31, 2020**

**RFP TITLE:**

**Alaska State Equipment Fleet Review**

**This is a Mandatory Return Amendment.**

**Question One**

Would the Alaska Department of Transportation & Public Facilities consider making in-state (within Alaska) travel expenses separately reimbursable, perhaps subject to a per diem standard like the one available at <https://www.defensetravel.dod.mil/pdcgi/pd-rates/opdrates5.cgi> (see attached)?

**Answer One**

All travel costs pertaining to this contract will be reimbursed at actual costs. The State will reimburse preapproved travel per the following criteria in compliance to the State of Alaska Travel policies:

- Airfare is limited to coach fare.
- Commercial lodging is limited to the moderately priced and will be reimbursed at actual cost.
- Reimbursement for meals will not exceed \$60 per day.
- Rental vehicles are limited to a mid-size or less make and model as opposed to premium options.
- Receipts for all travel expenses must be provided with monthly invoices.
- All travel costs must be shown as separate line items on invoices.

State of Alaska Travel policies: <http://doa.alaska.gov/dof/travel/index.html>

<http://doa.alaska.gov/dof/manuals/aam/index.html>

**Note:** Strike the words: “and one remote village airport served from the selected location” located at page 11, A, bullet 2.

**Question Two**

Would the Alaska Department of Transportation & Public Facilities consider extending the due date on the initial draft report by two months from April 30<sup>th</sup> until June 30<sup>th</sup>?

**Answer Two**

The schedule is revised to the following:

- Deadline for Receipt of Proposals **2/28/2020**,
- Proposal Evaluation Committee completes evaluation by **3/13/2020**,
- State of Alaska issues Notice of Intent to Award a Contract **3/13/2020**,

- State of Alaska issues contract 3/24/2020,
- Contract Start Date 3/24/2020,
- Contractor Preliminary Draft Report & Recommendations Due to DOT&PF 6/24/2020,
- DOT&PF Comments on Draft Report & Recommendations Due to Contractor 7/8/2020,
- Final Report Due to DOT&PF 8/7/2020.

### **Question Three**

Would the Alaska Department of Transportation & Public Facilities consider allowing firm to propose project teams organized with two firm, one serving as prime contractor and the other in a subcontractor role?

### **Answer Three**

Subcontractors may be used to perform work under this contract. If an offeror intends to use subcontractors, the offeror must identify in the proposal the names of the subcontractors and the portions of the work the subcontractors will perform.

Subcontractor experience shall be considered in determining whether the offeror meets the requirements set forth in **SEC. 1.04 PRIOR EXPERIENCE**.

If a proposal with subcontractors is selected, the offeror must provide the following information concerning each prospective subcontractor within five working days from the date of the state's request:

- complete name of the subcontractor;
- complete address of the subcontractor;
- type of work the subcontractor will be performing;
- percentage of work the subcontractor will be providing;
- evidence that the subcontractor holds a valid Alaska business license; and
- a written statement, signed by each proposed subcontractor that clearly verifies that the subcontractor is committed to render the services required by the contract.

An offeror's failure to provide this information, within the time set, may cause the state to consider their proposal non-responsive and reject it. The substitution of one subcontractor for another may be made only at the discretion and prior written approval of the project director.

Note that if the subcontractor will not be performing work within Alaska, they will not be required to hold an Alaska business license.

### **Question Four**

Will you send out a list of the participants on the call and in person?

### **Answer Four**

Alaska Statute 36.30.230 states: The procurement officer shall open proposals so as to avoid disclosure of contents to competing offerors before notice of intent to award a contract is issued. A register of proposals containing the name and address of each offeror shall be prepared in accordance with regulations adopted by the commissioner. The register and the proposals are open for public inspection ***after the notice of intent to award a contract is issued under AS 36.30.365.***

The DOT&PF participants today were:

- Brad Bylsma, State Equipment Fleet Manager
- Kristi Futrel, Contracting Officer III
- Amy Deininger, Department Procurement Chief

**Question Five**

Has Alaska DOT&PF done this work with a vendor previously? Was there a firm you worked with previously? What caused this RFP to be issued?

**Answer Five**

Yes. A contract was awarded to DMG-Maximus, Inc. in July of 2000. The basis and the scope for that project was very similar in nature to this endeavor.

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Interested parties to this RFP are instructed to complete the fields below and submit this Amendment Two with its proposals. Failure to comply may cause the State to reject the proposal as non-responsive.

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Name of Firm

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Authorized Signature

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Printed Name

Amy Deininger



Procurement Officer

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