

Alaska Mental Health Trust Authority
RFP No. 20-128M Crisis Now Initiative Project Management
AMENDMENT No. 2



STATE OF ALASKA
Department of Revenue
Alaska Mental Health Trust Authority
3745 Community Park Loop, Suite 200
Anchorage, Alaska 99508

THIS IS NOT AN ORDER

DATE AMENDMENT ISSUED: February 12, 2020

RFP CLOSING DATE AND TIME: February 18, 2020 at 1:30pm Alaska Time

The following questions have been received and are included for informational purposes only.

Question: We are seeking clarification on the language below. Does this mean that the 15 total trips (10 to Anchorage and the Mat-Su Valley and 5 to Fairbanks) should occur over the course of 2 years, or that those 15 trips need to happen each year?

Section 2.09 Location of Work

The contractor should include in their price proposal: transportation, lodging, and per diem costs sufficient to pay for 2 persons to make ten (10) 2-day trips to Anchorage and the Mat-Su Valley, and 5 trips to Fairbanks. This is an estimated number of in-person meetings; the actual amount required will be determined between the Trust and the contractor during the contract period. Travel to other locations will not be required.

Answer: Section 5.07 of the RFP states: "Cost proposal must include a Not to Exceed amount for each contract year, inclusive of all direct and indirect costs..." These costs should include travel costs for 15 trips in that contract year.

Question: Do you need names and contact info for references or actual letters of reference? The RFP states we need to provide: "Reference names, phone numbers and final deliverables for at least three (3) similar projects the offeror's firm has completed." But the evaluation section asks: "Has the firm provided letters of reference from previous clients?"

Answer: The last paragraph of section 5.06 of the RFP states a requirement that all proposals include reference names, numbers and deliverables for at least 3 similar projects. Failure to provide these items may deem a proposal non-responsive.

Section 6 provides the questions the Proposal Evaluation Committee will use to score each section. Providing letters of reference is not required, but may increase a proposal's score.