

**STATE OF ALASKA RFP NUMBER 2520H025
AMENDMENT NUMBER THREE (3)**

AMENDMENT ISSUING OFFICE:

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RFP TITLE:

Alaska State Equipment Fleet Review

This is an Informational Amendment.

Question One

Since Amendment Two, answer one indicates that travel costs are reimbursable in compliance with Alaska Travel policies, can proposers omit these travel costs from the proposed project cost?

Answer One

Estimate the number of trips you deem necessary to complete the project and add that to your cost proposal. If awarded a contract, attach your travel receipts to each invoice and bill the State for the actual costs paid.

Question Two

Are we providing a firm, fixed-price for the entire work effort, or for the labor portion only?

Answer Two

Firm, fixed-price for the entire work effort.

Question Three

Are travel expenses to/from our office to your Juneau office included in the fixed-price or are they invoiced separately at actual cost (separately means a separate line item on our invoice).

Answer Three

Estimate the number of trips deemed necessary to perform the work and include that in your cost proposal. If awarded the contract, enter actual costs as separate line items on invoices and attach travel receipts.

Question Four

For lodging, meals, rental car and incidentals while on-site, this will be billed separately and at actual cost, correct?

Answer Four

Travel costs pertaining to this contract will be reimbursed at actual costs. The State will reimburse pre-approved travel per the following criteria in compliance with 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.

Question Five

If we are bidding a firm, fixed-price for labor, why are providing a detailed cost build-up of our labor rates?

Answer Five

Strike the requirement, loaded rates are not necessary.

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