

Department of Administration

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### THIS IS NOT AN ORDER DATE AMENDMENT ISSUED: \_07/29/20\_\_

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| **RFP TITLE:**  | Pandemic Preparedness Plan Quality Assurance and Portfolio Management 2021-0200-4610 |

**AMENDMENT 1**

***NOTE: it is the proposer’s responsibility to review and accept all amendments to this solicitation.***

**Question 1:** According to the *RFP Section 4.02, Submittal Forms B, C, D, F and G* cannot contain any names that can identify the offeror, such as company names, personnel names or project names, etc.

However, under *Section 4.04 (Submittal Form B)* it states that one-year experience performing work for the State of Alaska is preferred but not required.

**Answer 1:** Section 4.02 amended to strike the following language

**Question 2:** it is acceptable to identify the State for which a project was performed, e.g., if a company performed on the SOA IRIS project, could they refer to it as an ERP implementation for the State of Alaska, OR, a state-wide ERP implementation for Alaska?

**Answer 2:** Yes

**Question 3:** The *Section 3.06* of the RFP 2020-0200-4610 refers to a 5% discount for invoices paid within 15 days of receipt.  We are not familiar with this clause with reference to procurement of Professional Services by the state, and wanted to confirm if this is a requirement intended for requested services.

**Answer 3:** Section 3.06 is deleted in its entirety

Procurement Officer Note: revise or delete as required.

Depending on the industry and/or the market, prompt payment may carry more or less value than described in the default language below. You are encouraged to keep this language in and invite discussion around it during the Q&A period and/or the pre-proposal concert. It may also become a negotiation item with the apparent successful offeror. Depending on your research.

**Question 4:** Section *4.02 Special Formatting Requirements* lists **Submittal Form E** as an Anonymous Document. The description under **Section 4.07 Submittal Form E** list requirements as “Offerors must provide a detailed *list of key personnel* along with their titles and *include resumes* assigned to accomplish the work called for in this RFP”.

I’d like to clarify if Submittal Form E is expected to contain the names of the proposed team.

**Answer 4:** See Question 1 Answer 1

**Question 5:** Does the 5-page size limit for Form E (Management Plan) applies to the narrative of the Management Plan or does that include the team resumes as well?

**Answer 5:** Resumes can be additional and are excluded form the page count.

**Question 6:** Under Section 4.04, Certification Requirement for PMP, requires a copy of the PMP Certification.  Is it acceptable to redact the PMP holder’s name to satisfy this requirement?

**Answer 6:** See Question 1 Answer 1