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**THIS IS NOT AN ORDER**

**DATE AMENDMENT ISSUED: 07/31/20**

**RFP TITLE:** Pandemic Preparedness Plan Phase 2-Personnel Management 2021-0200-4627

### **AMENDMENT 3**

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

#### **Section 3.04 has been amended to remove ambiguous language**

This contract is a Firm Fixed Price contract. ~~Renewals, if exercised, will be time and materials. If renewals are exercised, hourly costs listed in submittal form G will be used when determining costs of renewals.~~

**Question 1:** Should the respondent list subcontractors and costs on Submittal Form G, or is there a separate place to indicate subcontractors and associated costs?

**Answer 1:** Yes, respondents using sub vendors in lieu of or in addition to employees must list them on submittal form G. In the title column responder shall put "sub" in addition to their title to identify them as a sub.

**Question 2** If the proposal includes subcontractors, should the respondent include a line item on Submittal Form G titled "Subcontractors" with the total subcontractor cost, or should the subcontractor list the name(s) of the subcontractor entity and the associated costs, or do names for each subcontracted person within the subcontracted entity need to be listed with associated costs by individual people resources?

**Answer 2** See question 1 answer 1

**Question 3:** If subcontractor costs are only scheduled to be included in the first term of the project and may not be repeated in terms two or three, how and where should the respondent indicate this information on Submittal Form G?

**Answer 3:** The total costs used for evaluation purposes for years two and three will include hourly costs for sub vendors identified in year one. The cost of sub vendors must be considered in years two and three in order for the awarded vendor to utilize the sub vendor they identified, if needed, for year two and three.

**Question 4:** Clarifying question on Amendment 1- Answer 1:

In the answer the State states: "Finally, the contractor is expected to address learning management system software and performance management software. The State of Alaska will work with the contractor to identify software solutions for the performance management system and learning and development system."

Question(s):

- Will the State look to the selected contractor to recommend the software(s) for enabling the learning management and performance management programs?

- It is not clear if the State is expecting this response to include a recommendation and pricing for software or if the software recommendation/selection will be made at a later point in time. Can you please clarify?

**Answer 4:** The State will look to the selected contractor to recommend the software(s) and to work collaboratively with the State to identify the best solution for the State's needs and resources. The final software selection(s) will be made in the course of performing the PPP Phase 2 – Personnel Management work and it is anticipated the system(s) will be installed and in use for at least a pilot program by December 31, 2020. Recommendation and pricing for software can be included in the response if available; at minimum an outline of the plan to accomplish these deliverables should be included.

**Question 5:** Has the budget range been identified for the software system(s)? If yes, what is the anticipated timeline for implementation of the software?

**Answer 5:** A budget range has been tentatively identified for the onboarding and learning management system(s). It is anticipated the software will be installed and in use for at least a pilot program by December 31, 2020.

**Question 6:** Is the State considering a "best-of-breed" approach for the different phases or is it looking to the selected contractor to provide a recommendation?

**Answer 6:** The State is willing to consider a "best-of-breed" approach (i.e., the best system in its referenced niche or category) and will look to the selected contractor for recommendations. Considerations in the final selection of a specific system will include budget, interoperability with existing systems, implementation timeline, ability to perform required functionality, and capacity for digitization and/or automation of business processes.

**Question 7:** does this also mean that the Forms (B,C,D,E) listed in the table under Section 4.02 still have to be kept anonymous?

**Answer 7:** No