



Department of Health and Social Services
Finance and Management Services
Grants and Contracts Support Team
333 Willoughby Ave., Room 760
Juneau, Alaska 99801

RFP #210000034
Healthcare Coalition Clinical Advisor

Amendment #1

Amendment Issue Date: October 30, 2020

IMPORTANT NOTE TO OFFERORS: Only the following items referenced in this amendment are to be changed. All other sections of the RFP remain the same. A copy of the amendment is available on the State's Vendor Self Service website.

This amendment is being issued to amend the following:

Sec. 3.03 Deliverables

Sec. 8.01 Attachment 1 – Cost Proposal

See following pages 2 and 3 for details.

This RFP does not, by itself, obligate the state. The state's obligation will commence when the contract is approved by the Commissioner of the Department of Health and Social Services, or the Commissioner's designee. Upon written notice to the contractor, the state may set a different starting date for the contract. The state will not be responsible for any work done by the contractor, even work done in good faith, if it occurs prior to the contract start date set by the state.

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Sec. 3.03 DELIVERABLES

Based on the Scope of Work above, the contractor will conduct the following deliverables:

1. Attend quarterly HCC Executive Committee meetings;
2. Provide clinical input on the Statewide Health Care Coalition Preparedness Plan; to include any applicable lessons learned from the 7.1 Southcentral Earthquake in November 2018;
3. Provide clinical input on Mass Surge plans, Patient movement and secondary transfer planning support within the HCC, attend meetings, and coordinate with subject matter experts on topics including, but not limited to:
 - a. Pediatrics
 - b. Trauma
 - c. Highly Infectious Disease
 - d. Medical Countermeasures Deployment
 - e. Crisis Standards of Care
4. Provide clinical input and written guidance on HCC training and exercise planning;
5. Provide clinical advice for response activities involving coalition partners;
6. Consult on HCC patient transfer protocols and planning;
7. Engage with HCC clinical staff through outreach.

Travel will be required as follows:

1. Approximately three (3) annual in-state trips to provide on-site advisory assistance; and
2. One (1) annual out-of-state trip for conference attendance.

All travel must be approved by the project manager prior to traveling. Per Sec. 8.01, the cost of travel is not to be included in the cost proposal. Travel costs are to be invoiced directly to the Division of Public Health. Per Sec. 3.08, the contractor will be reimbursed for all approved travel based on the standard state travel/per diem reimbursement rates.

Time Commitment:

The contractor should expect a time commitment of approximately 30 hours per month. The contractor is expected to manage their own schedule in addition to attending required meetings and scheduled travel.

SEC. 8.01 ATTACHMENT 1 – COST PROPOSAL

Cost Proposal

The purpose of the cost proposal format below is to allow offerors to submit pricing in a consistent manner that the State can evaluate and score.

The Department of Health and Social Services, Division of Behavioral Health, estimates a budget of \$223,600 for completion of this project. The budget is estimated to be **\$5,200 per month**, \$36,400 for the first year and \$62,400 annually for each of three possible renewals. Proposals priced at more than the maximum budget will be considered non-responsive. Proposals priced at more than the maximum budget will be considered non-responsive.

In accordance with the Sec. 3.03 Deliverables, the contractor should expect a time commitment of approximately 30 hours per month. The contractor is expected to manage their own schedule in addition to attending required meetings and scheduled travel.

The expectation is for the contractor to bill at an hourly rate, not to exceed a monthly budget of \$5,200.00.

Lump Sum proposal – payment for contract services to be based upon firm fixed price. The fixed rates are inclusive of all direct, indirect related cost and other cost incurred by the contractor in the delivery of services. The cost proposal is inclusive of all expenses, excluding travel.

Cost Table					
Year	Period of Performance	Hourly Rate	Monthly Cost	Months	Annual Cost
1	12/1/20 – 06/30/21	\$	\$	7	\$
2	07/1/21 – 06/30/22	\$	\$	12	\$
3	07/1/22 – 06/30/23	\$	\$	12	\$
4	07/1/23 - 06/30/24	\$	\$	12	\$
Total Cost for Years 1 - 4					\$

NOTE: Occasional travel will be required per Sec. 3.03. The cost of travel is not to be included in the cost proposal. Travel costs are to be invoiced directly to the Division of Public Health. The contractor will be reimbursed for all approved travel based on the standard state travel/per diem reimbursement rates outlined in Sec. 3.08.