

Request for Information

RFI 18-353-21

State of Alaska

Office of Procurement and Property Management (OPPM)

Department of Environmental Conservation

Division of Water



Date Issued: May 4, 2021

LGTS DATABASE SUPPORT AND DEVELOPMENT

Introduction:

The State of Alaska, Office of Procurement and Property Management (OPPM), Department of Environmental Conservation (DEC), Division of Water, is seeking information on Contractors available for LGTS IT assistance, technical programming support, enhancement development, and on-site training.

Background Information:

In 2010, DEC contracted with Northbridge Environmental to provide support and service of a Microsoft Access-based Loan and Grant Tracking System (LGTS). In 2017, the database was converted to a web-based system and in 2020, LGTS was expanded to incorporate tracking of Village Safe Water (VSW) grants as the historic VSW database, ANIPA, was phased out. The purpose of this contract is to (1) provide expert IT assistance and technical programming support for the LGTS Web database; (2) develop enhancements for the LGTS interface to enhance efficiency and streamline work processes; and (3) provide on-site training for LGTS use and for programmatic implementation of the State Revolving Fund (SRF) Program. The software is used to track loans issued from the Alaska Clean Water Fund and the Alaska Drinking Water Fund, grants issued from the State of Alaska Municipal Matching Grant Program, and grants administered by Village Safe Water. Tracking these loans and grants requires a customized and specialized database tool.

Summary:

This RFI is to identify sources that could provide the necessary support and programming expertise to resolve priority issues and assist with the design and implementation of enhancements in LGTS.

The information provided in the RFI is subject to change and is not binding on DEC. DEC has not made a commitment to procure any of the services discussed, and release of this RFI should not be construed as such a commitment or as authorization to incur cost for which reimbursement would be required or sought. All submissions become DEC property and will not be returned.

Important Notice:

DEC does not intend to award a contract from this RFI, nor will DEC be financially responsible for the preparation, or administrative costs incurred in responses to this RFI. All costs associated with responding

will be solely at the interested party's expense. Not responding to this RFI does not preclude participation in any future RFP, if any is issued. DEC may or may not choose to meet with potential offerors to get further clarification of potential capability to meet requirements. the RFI does not extend any rights to prospective vendors or obligate the state to conduct a solicitation or purchase any goods or services.

Response Information:

Responses to this RFI are required by **May 14, 2021 at 1:00 p.m. AKST.**

Responses should include the following:

- a) Name, mailing address, phone number, and e-mail of designated point of contact.
- b) Responses to the each of the number items identified above.
- c) Response must include detail on experience and qualifications, the products or services themselves, and why your products or services will work for the state.

Procurement Officer contact information:

Office of Procurement and Property Management (OPPM),
Department of Environmental Conservation
Attention: Rick Cottrell
Email: decdasprocurement@alaska.gov.

Proprietary information, if any, should be minimized and MUST BE CLEARLY MARKED. Information not marked as proprietary may become public.

Please note the State does not accept responsibility for e-mailed response deliveries. It is the responsibility of the interested party to follow up with the individual listed above to ensure your response was received prior to the deadline specified above.

Questions about this RFI can be directed to Rick Cottrell at decdasprocurement@alaska.gov.