



THE STATE
of **ALASKA**
GOVERNOR MIKE DUNLEAVY

**Department of Transportation
and Public Facilities**

SOUTHCOST REGION
Contracts Office

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January 13, 2022

RE: ADDENDUM NO. 1 TO REQUEST
FOR PROPOSALS (RFP) PACKAGE:

25224013
SAMHS00284; AMHS Headquarters Building Facility Upgrades- Design Services

EMAIL TO: All RFP recipients on record.

The RFP Package is hereby clarified or changed as follows:

1. The proposal due date has changed to January 27, 2022.
2. Proposer Questions & Answers:

- Q. [We have] a question regarding what should be included in the Communications Plan noted in the scope of work and as part of Task 1. Could this be clarified?
- A. The Communication Plans is a document that details the following:

Project Primary points of contact including team members titles and contact information: i.e., Name, Title, Employer, Office number, mobile number and email information. This should include the State Project Team as well as the Consulting Firms Team.

The Communication Plan should describe the intent of the communication plan and the communication protocol between the design team and AMHS. Including daily communication, formal communication, weekly meetings etc. The Communication Plan should describe communication between teams. The Communication Plan should describe communication between other state government entities/agencies.

Frequency and forms of Communication:

i.e., Frequency with AMHS, Written Communication, Meetings and Conference Calls, Project Deliverables, FTP/ShareFile site etc.
and Additional Stakeholder contact information: General Office contact information and addresses etc...

An example communications plan can be provided to the selected consulting firm at their request.

- Q. In the Scope of Work, Task 3 asks that we include environmental concerns with our Plans, Specifications, and Cost Estimate submittals. Are there any reports or documents that would detail environmental issues with the former industrial use of the site and building?
- A. The Department is not aware of building materials or hazardous materials within the existing building that would be a cause for concern during remodel construction and does not store hazardous materials within the facility.

The existing building was initially constructed to allow manufacture of high-grade wood veneer and was a part of the larger Mill Operations at Ward Cove. Following closure of the veneer operations the State purchased the facility and several acres of land from the Ketchikan Borough, and then modified the building to include new offices for the Marine Engineering Department and for warehousing operations. That construction included construction of second level offices, warehouse receiving offices, computer and phone network facilities, installation of a new sewage treatment facility, installation of potable water systems, and site cleanup in the areas adjacent to the buildings. The office building/warehouse facility has approved Waste System and Water System documentation that will be available to the selected Consultant. The State does not know if modifications to these Systems will be required. Should the proposed construction require them to be modified and reapproved, the scope and cost for that effort will be incorporated into the negotiated contract work.

All other terms and conditions remain the same.

END OF ADDENDUM

We appreciate your participation in this solicitation.

Sincerely,

A handwritten signature in blue ink, appearing to be 'Jeff Jenkins', with a stylized, cursive script.

Jeff Jenkins
Chief of Contracts