

STATE OF ALASKA

Department of Commerce, Community, and
Economic Development
Division of Administrative Services



COMMUNITY DEVELOPMENT BLOCK GRANT- MITIGATION ACTION PLAN CONSULTANT SERVICES IRFP 220000125

Amendment #01

ISSUE DATE: FRIDAY, MAY 13, 2022

This amendment is being issued to answer questions and recognize changes to the IRFP.

Important Note to Offerors: You must acknowledge this amendment by either (1) signing and returning this page of the amendment document with your proposal, (2) returning this this page of the amendment document with an amendment(s) to a previously submitted proposal, OR (3) acknowledging this amendment on Submittal Form A of your proposal. Failure to do so may result in the rejection of your proposal. Only the IRFP terms and conditions referenced in this amendment are being changed. All other terms and conditions of the IRFP remain the same.

Rob Roys
Procurement Officer
Robert.roys@alaska.gov

COMPANY SUBMITTING PROPOSAL

AUTHORIZED SIGNATURE

DATE

A. IRFP was originally posted to a limited vendor pool under 2 AAC 12.400(d). However, it has been discovered that another private party has been distributing the IRFP to other vendors. Given this situation the IRFP has been revised and public posted.

B. The following questions have been received. Answers follow each question in **bold**.

1) Can you advise if this procurement is posted online and if so, where? Additionally, have any amendments to the IRFP been issued at this time?

Answer: This IRFP has been posted publicly to the Alaska Online Public Notices Page here: <http://notice.alaska.gov/206750> . Amendment 01 is the only amendment issued to IRFP 220000125 as of Amendment 01 being issued.

2) The IRFP states “The Department estimates a budget of no more than \$100,000 for completion of this project. Proposals priced at more than \$100,000 will be considered non-responsive.” However, in Section 3.01.1 (1.1 – c.1) of the IRFP (page 8), regarding public engagement efforts, translation services are requested. Specifically, “the translation services in Other Asian & Pacific Languages, Tagalog, Spanish, Korean, Slavic Language and the American Sign Language (ASL), development of presentations and handouts in English, Other Asian & Pacific Languages, Tagalog, Spanish, Korean, Slavic Language and Spanish, and documenting comments and questions from meeting attendees.” The cost for completing translation of the Action plan, Citizen Participation Plan and Language Access Plan into these languages is at least \$75,000 and that does not cover translation of fact sheets, live hearings, presentations or other outreach materials to promote the hearings. Would the Department consider other direct costs including translation services separate and apart from the \$100,000 budget cap? Please note that we are prepared to work with the Department to request that Action Plan development be treated as a planning cost and seek out other ways our activities can be categorized as activity delivery costs in order to preserve as much administrative budget as possible.

Answer: Costs for translation services will be paid for by the state under existing state contracts for these services. The contractor under IRFP 220000125 will be required to work with the vendors selected by the state for these services.

- 3) Section 4.06 and Section 4.07 appear to cover similar topics. Can you advise what the distinction is between “Section 4.06 Methodology Used for the Project (Attachment 7: Submittal Form D)” versus “Section 4.07 Management Plan for the Project (Attachment 8: Submittal Form E) and what you would like respondents to cover in each section?

Answer: Please see §5.06 and §5.07 for how these will be evaluated.

C. The following changes and/or corrections have been made to the IRFP.

- 1) The IRFP Body has been completely replaced.
- 2) Attachment 04, Submittal Form A has been completely replaced.

<END AMENDMENT 01>