

STATE OF ALASKA RFP NUMBER 2523H029
AMENDMENT NUMBER THREE
AMENDMENT ISSUING OFFICE:



Department of Transportation & Public Facilities
Statewide Contracting & Procurement
P.O. Box 112500
(3132 Channel Drive, Room 310)
Juneau, Alaska 99811-2500

THIS IS NOT AN ORDER

DATE AMENDMENT ISSUED: December 16, 2022

RFP TITLE: CORRECTIVE MAINTENANCE AND OPERATIONAL SUPPORT: REVENUE ACCOUNTING SYSTEM (RAS)

This is not a mandatory return Amendment.

This amendment serves to revise sections of the RFP, includes attachments/submittal forms, and answers offeror questions.

Change 1: Serves to revise the evaluation sheets and is included as Attachment #1 Proposal Evaluation Form v2

Change 2: Serves to include Submittal Form H for Subcontractors

Change 3: Serves to add Sec. 3.24 Subcontractors

Subcontractors may be used to perform work under this contract. If an offeror intends to use subcontractors, the offeror must complete the Submittal Form identified in Section 4.02 of this RFP.

An offeror's failure to provide this information with their proposal may cause the state to consider their proposal non-responsive and reject it.

Subcontractor experience will be considered in determining whether the offeror meets the requirements set forth in **SEC. 1.04 PRIOR EXPERIENCE**.

If a proposal with subcontractors is selected, the state may require a signed written statement from each subcontractor that clearly verifies the subcontractor is committed to provide the good or services required by the contract.

The substitution of one subcontractor for another may be made only at the discretion and prior written approval of the project director or procurement officer.

Note that if the subcontractor will not be performing work within Alaska, they will not be required to hold an Alaska business license.

Change 4: Serves to answer offeror questions.

1) SEC. 1.02 BUDGET

- a. Please confirm that there is no flexibility in the contract limit of \$50,000.00

ANSWER: Please see RFP Sec 1.02 Budget and Sec 3.02 Contract Term and Work Schedule. The contract is limited to \$50,000 annually.

2) SEC. 3.01 SCOPE OF WORK – (b) OPERATIONAL SUPPORT

- a. It states that no work requests are anticipated, but list several areas of monitoring, etc. that must be performed. Can you please delineate between what you feel is billable work and what you would consider non-billable?

ANSWER: Please see RFP Sec 3.01 Scope of Work - (b) Operational Support. Each billable area is prefaced with the words "The firm shall..."

3) SEC. 3.02 CONTRACT TERM AND WORK SCHEDULE

- a. Will there be budgeting funds for each renewal for year over year cost increases?

ANSWER: Please see RFP Sec. 1.02 Budget. No year over year cost increases are planned.

4) SEC. 3.08 LOCATION OF WORK

- a. We understand that it states the United States but allows for some flexibility upon written request by the Firm. Does that mean that the State would consider offshore resources (we use some offshore resources with other State Agencies today)?

ANSWER: Please see RFP Sec. 3.08 Location of Work to address your question.

5) SEC. 3.09 SUBCONTRACTORS

- a. Please confirm that there is no flexibility to utilize subcontractors.

ANSWER: Subcontractors will be allowed. Please see Change #3 above.

6) TERMS and CONDITIONS

- a. Can the firm request to negotiate terms and conditions and are we allowed to propose those in our response?

ANSWER: Please refer to RFP Sec. 6.03 Standard Contract Provisions.

Change 5: Serves to revise Sec. 4.02 Special Formatting Requirements.

SEC. 4.02 SPECIAL FORMATTING REQUIREMENTS

The offeror must ensure that their proposal meets all special formatting requirements identified in this section.

Documents and Text: All attachment documents must be written in the English language, be single sided, and be single spaced with a minimum font size of 10. Pictures or graphics may be used if the offeror feels it is necessary to communicate their information, however, be aware of the below requirements for page limits.

Page Limits: Some Submittal Forms listed below have maximum page limit requirements. Offerors must not exceed the maximum page limits. Note, the page limit applies to the front side of a page

only (for example, '1 Page' implies that the offeror can only provide a response on one side of a piece of paper).

Submittal Form	Anonymous Document	Maximum Page Limits
Submittal Form A – Offeror Information and Certifications		
Submittal Form B – Experience and Qualifications	YES	5
Submittal Form C – Understanding of the Project	YES	5
Submittal Form D – Key Personnel	YES	5
Submittal Form E – Prior Experience		
Submittal Form F – RAS Technical Elements		
Submittal Form G – Cost Proposal		
Submittal Form H – Subcontractors		


Any Submittal Form that is being evaluated and does not follow these instructions may receive a '1' score for the evaluated Submittal Form, or the entire response may be deemed non-responsive and rejected. Failure to submit any of the Submittal Forms will result in the proposal being deemed non-responsive and rejected.

Change 6: Serves to include Sec. 4.09 Subcontractors (Submittal Form H)

SEC. 4.09 SUBCONTRACTORS (SUBMITTAL FORM H)

If using subcontractors, the offeror must complete and submit this Submittal Form.

State Signature

Name: Janice Neal, Procurement Officer 
Title: Procurement Specialist V