

**STATE OF ALASKA IRFP NUMBER 2523H057
AMENDMENT NUMBER TWO**

AMENDMENT ISSUING OFFICE:



Department of Transportation & Public Facilities
Statewide Contracting & Procurement
P.O. Box 112500
(3132 Channel Drive, Room 350)
Juneau, Alaska 99811-2500

THIS IS NOT AN ORDER

DATE AMENDMENT ISSUED: March 30, 2023

IRFP TITLE:
Web Based Training Management System

DUE DATE: April 4, 2023 at 2:00PM Alaska Time.

This is a mandatory return Amendment. Your proposal may be considered non-responsive if this signed amendment is not received [in addition to your proposal] by the date and time bids are due.

Vendor Signature: _____

Date: _____

Printed Name: _____

Offerors Name: _____

The purpose of Amendment #2 is to:

- Provide answers to questions received
- Modify sections of this IRFP
- Delete Attachment #1 in its entirety and replace with the Attachment #1 Version 2

Questions and Answers:

The following are the state's responses to questions that have been submitted in response to RFP 2523H057.

Question 1: How many licenses are we needing?

Answer 1: Three (3)

Modifications to IRFP Section Language:

Section 1.01 Purpose of the IRFP now reads;

The Department of Transportation & Public Facilities, Division of Design & Engineering, is soliciting proposals for a secure hosted Online Registration Management Software Subscription **with 3 Licenses** able to be **run by one Master and 2 administrators**. Providing various instructors the ability to upload class materials like videos and testing. The site must provide access for users to sign in and register for virtual seminars, workshops, trainings, also maintain and retrieve attendance records and certifications from Transportation Industry events attended.

Section 1.02 Budget now reads;

Department of Transportation & Public Facilities, Division of Design & Engineering, estimates an annual budget not to exceed **\$14,000.00**. Proposals priced at more than **\$100,000.00** will be considered non-responsive.

Section 3.01 Scope of Work now reads;

The Department of Transportation & Public Facilities, Division of Design & Engineering, is soliciting proposals for an online secure hosted solution for a Training Event Management System **with 3 Licenses** that is registration based, allows easy access 24 hours a day for the public and have the ability to be **run by one master and 2 administrators**. Providing various instructors the ability to upload class listings and other materials like videos and testing. The site must provide access for users to sign in and attend virtual seminars, workshops and trainings. Maintain and retrieve attendance records and certifications from Transportation Industry events as well as update their account information as needed, including passwords.

The system must be simple for anyone to create an account and immediately register for an event.

A small amount of video-based training needs to be available for users to self-enroll and complete. Users must be able to link to outside URLs for pre-requisite learning.

Section 3.03 Contract Term and Work Schedule now reads;

The length of the contract will be from the date of award approximately April 30, 2023 through April 30, 2024, with **five (5)** one (1) year optional renewals. Options to renew will be exercised at the sole discretion of the State.

Section 4.06 Cost Proposal now reads;

Cost proposals must include all direct and indirect costs associated with the performance of the contract, including, but not limited to, total number of hours at various hourly rates, direct expenses, payroll, supplies, overhead assigned to each person working on the project, percentage of each person's time devoted to the project, and profit.

Delete Attachment #1 in its entirety and replace with the Attachment #1 Version 2 (attached below)

Attachment #1 Version 2

Cost Proposal

Instructions:

- In the tables below, enter a cost for one license annually and each renewal term.
- Then enter a cost for additional licenses annually and each renewal term.
- Then enter a total for all licenses including renewals for the entire contract.

Costs for one license including all renewals

Initial term cost for one license	\$
First renewal term cost	\$
Second renewal term cost	\$
Third renewal term cost	\$
Fourth renewal Term cost	\$
Fifth renewal term cost	\$
Total cost for one license for entire contract	\$

Costs for additional licenses including all renewals

Initial cost for each additional license	\$
First renewal cost for each additional license	\$
Second renewal cost for each additional license	\$
Third renewal cost for each additional license	\$
Fourth renewal cost for each additional license	\$
Fifth renewal cost for each additional license	\$
Total cost of additional licenses for entire contract	\$

Total for all licenses including renewals for the entire contract	\$
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Signature: _____

Date: _____

Name: Paul DiCarlo

Title: Procurement Specialist