

**STATE OF ALASKA RFP NUMBER 2523H072
AMENDMENT NUMBER FOUR**

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: May 23, 2023

RFP TITLE:

Advanced Air Mobility

REVISED RFP PROPOSAL DUE DATE AND TIME: June 6, 2023 at 2:00PM Prevailing 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 packet] by the date and time proposals are due.*

Signature: Tom Mayer

Date: 5/23/2023

Name: Tom Mayer

Title: Procurement Specialist V

Vendor Signature

Business Name: _____

Date: _____

Printed Name: _____

Signature: _____

Title: _____

Please be advised the proposal due date has been revised as seen above and in Change 2 below.

The following questions have been submitted by the vendor community:

Question 1: Can multiple Offeror receive a rating of 10?

Answer 1 Yes

Question 2: Is cost just a percentage?

Answer 2 *The contractor shall be compensated at the offered overhead percentage rate. As an example, if the contracts overhead percentage is 12% and a Task Order issued is valued at \$1,452,650.00, the contractor would be paid a total of \$174,318.00.*

Question 3: *Is form E1 exclusive to communication projects?*

Answer 3: *No. Please see Change 1 below.*

Question 4: Will the state reconsider allowing a subcontractors experience to be considered when determining if an Offeror meets the minimum experience requirements set forth in Section 1.07?

Answer 4: *No. However, a review of Section 1.07 indicates that no minimum level of experience is required for this RFP. As seen in Section 1.07, Offerors must provide expertise information on Attachment E1-Scope/Level of Expertise Plan. This could include the expertise of subcontractors or Joint Ventures.*

Question 5: Please confirm subcontractor experience shall not be considered in determining whether an Offeror meets the requirements set form in Section 1.07.

Answer 5: *Please see Question 4 above.*

Question 6: Please confirm preference will be given for past performance based on size, scope, complexity, and relevance (U.S. national airspace) accomplished in United States, as related to the requirement that all services shall be rendered in the United States. "By signature on their proposal, the offeror certifies that all services provided under this contract by the contractor and all subcontractors shall be performed in the United States."

Answer 6: *There shall be no preference given during the evaluation process for past projects being completed within the United States. Evaluations shall be based on the criteria seen in Section Four of the RFP.*

The quoted section in the above question comes from Section 3.11 of the RFP. By signature on the proposal, the Offeror is certifying that all work will be performed in the United States. However, this Section also provides a waiver process if an Offeror desires to request the ability to complete some of the services outside of the United States.

Question 7: On Attachment E1-Scope/Level of Expertise Form, should this read "Communication Projects?

Answer 7: *No. Please see Question 3 above and Change 1 below.*

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- Question 8:** Please confirm the submission for the E3 milestones are vendor's specific implementation approach to accomplish the 9 Tasks identified in file name: File: RFP - 2523H072 - Advanced Air Mobility; 3.03 Deliverables
- Answer 8:** *No. When completing Attachment E3 – Milestone Schedule, Offerors must map out the major milestones associated with completing the sample project for Attachment G – Cost Proposal.*
- Question 9:** In regards to Attachment I - Clarification Phase Guide, Section 1, Overview, please confirm the E3 Milestone submissions are the milestones related to "vendor's scope of services".
- Answer 9:** *Yes, once the apparent awardee enters the clarification phase, the parties will cooperatively review the Milestone Schedule and develop a final project plan.*
- Question 10:** Can we specify two different overhead rates – one for subcontractors/vendors/suppliers and one for direct labor of the prime contractor?
- Answer 10:** *No.*
- Question 11:** Please confirm that the milestones to be addressed in the COST chart Attachment G are the same as the Milestones in the Milestone Chart Attachment E3, and that these milestones are to be determined by the offeror as a sample of work that may be done under a task order.
- Answer 11:** *The milestones on Attachment E3 and Attachment G should correlate but Attachment G can be simplified into the milestones in which payment will be required.*
- Question 12:** Is there a preference for the sample of work to focus on strategic planning for a new project and support obtaining funding?
- Answer 12:** *No. Offerors should determine if strategic planning is required for this project and, if so, demonstrate their expertise.*
- Question 13:** Is there a preference for the sample to focus on a deployment/implementation project after a strategic acquisition decision has been made?
- Answer 13:** *No. Offerors should determine if deployment and implementation is required for this project and, if so, demonstrate their expertise.*
- Question 14:** Will the Overhead Rate that is submitted in Attachment G be integrated into the contract as the fixed Overhead Rate for all task orders?
- Answer 14:** *Yes, the offered Overhead Rate will be incorporated into the contract for Task Orders.*

Question 15: Can a different Overhead Rates be submitted on a task order basis during performance of the contract?

Answer 15: No.

Question 16: Regarding the interview to be conducted as described in section 4.05 (d) of the RFP, can the interview be conducted by Zoom or only in person?

Answer 16: *The interview shall be conducted in person only.*

Question 17: Are all interviews to be conducted on the 31st of May or can the schedule be slightly adjusted for mutual convenience?

Answer 17: *All interviews shall be conducted on the same day. Depending on the procurement schedule, it is likely the interviews will be conducted after May 31, 2023. Please see Change 2 below.*

Question 18: Please confirm that only experience of the prime contractor is to be included in the metrics to be provided in attachment E1.

Answer 18: *Please see Question 4 above.*

Question 19: In regards to Section 3.11 – Location of Work, with the understanding Offerors are unsure what work will be required for each Task Order, should the waiver requirement be addressed with each Task Order instead of the initial proposal?

Answer 19: *Yes. The state is willing to address the Location of Work and any required waivers with each Task Order.*

Question 20: Can AK DOT&PF please provide a definition of Advanced Air Mobility (AAM) in the context of this RFP?

Answer 20: *Yes. AAM is improving the safety and access to airspace. It can include ground control, radar, weather, surveillance or any asset or action that improves safety or provides improved transportation of people and cargo. It includes existing airframes but will also consider all new airframes and airspace management assets that are under development. Both manned and unmanned airframes must be considered for integration into a safely managed airspace.*

Question 21: As a systems integrator, we bring our own products / technologies as well as partners to deliver a solution that meets the contractual requirements and inevitably there is some level of software development required to complete the integration. Is AK DOT&PF considering this integration software layer as part of the infrastructure to be procured separately or as part of this acquisition?

Answer 21: *Any software required would be procured separately.*

Question 22: Per Section 1.10, an electronic copy of each attachment must also be submitted on a thumb drive with the proposal. Can you please specify the format (e.g. Word, PDF) of the electronic file that you would like submitted on the thumb drive?

Answer 22: *Documents included on the “thumb drive” may be in either PDF, Word, or Excel format.*

Question 23: *In regards to Section 1.15 – RFP Project Procurement Schedule, for planning purposes, can AK DOT&PF confirm that the 31 May 2023 date for offeror interviews is firm?*

Answer 23: *Please see Questions 16 and 17 above and Change 2 below.*

Question 24: Per Section 3.01 - Client Requirement, the client is seeking an expert vendor with new and novel ideas for airspace management, surveillance, communication, and ground-based sensors based on navigation architecture with the GNSS.’ However, the NTSB reports included in the attachments don’t mention NextGen or AAM. Can AK DOT&PF please clarify if the priority of the services being solicited in this RFP are to address the existing emphasis areas identified by the NTSB or future capabilities to support Advanced Air Mobility?

Answer 24: *The NTSB has highlighted several weaknesses in our airspace but we also have a Gap analyses underway that Woolpert has been developing. We don’t believe all weaknesses have been identified yet so relying on just the NTSB report will not adequately address our concerns.*

Question 25: Per Section 3.14 – Subcontractors, if an Offeror intends to use subcontractors during the initial stage of the contract, the Offeror must identify in the proposal the names of the subcontractors and the portions of the work the subcontractors will perform. Can you please indicate which attachment of the offeror’s response (Section 1.10) where subcontractor information can be included in a non-anonymous way to satisfy this requirement from the RFP?

Answer 25: *Please see Change 4 below.*

Question 26: Per Section 3.14 – Subcontractors: ‘Subcontractor experience shall not be considered in determining whether the offeror meets the requirements set forth in Section 1.07 – Prior Experience.’ Can AK DOT&PF confirm that subcontractor experience and references can only be listed in Attachment E2, Value Added Plan?

Answer 26: *Please see Questions 4 and 5 above. Anonymous information on subcontractors may be entered on Attachments E1, E2, or E3.*

Question 27: Section 6.16 says only the overhead rate will be evaluated on the cost proposal. Please explain how/if the 10 milestones / \$10M representative project information will be used / evaluated by the PEC on Attachment G, Cost Proposal Form?

Answer 27: *Per Attachment G – Cost Proposal Form, Offerors are to build an aviation project that costs \$10M and provide 10 project milestones along with a cost breakout by Labor, Materials, and Overhead.*

With the understanding cost is not viewed by the Procurement Evaluation Committee until after all technical scoring is complete, the Procurement Officer of Record shall use the offered Overhead Rate to determine cost point scoring.

Please see Section 6.16 for information regarding converting the Overhead Rate to Cost for the purposes of evaluation.

Question 28: Per Section 4.05 (b), the Offeror shall provide the name of the Primary Project Leader the Offeror proposes to execute the project pursuant to a resultant contract.' Can AK DOT&PF please clarify that the Primary Project Leader is also the individual that is expected to be the Offeror's representative for the interview process?

Answer 28: *The Primary Project Lead is the Offerors selected individual that will be responsible for managing the project for the contractor. The Offerors Primary Project Lead is the individual that will participate in the interview process. See Change 1 below.*

Question 29: In regards to Attachment D – Key Personnel Proposal Form, if the Offeror is responsible for paying for travel, can more than one member support the interview process?

Answer 29: *No. The purpose of the interview process is to help identify the dominate vendor that has vision and foresight into the project. The offered Primary Project Lead should be able to demonstrate their expertise during the interview by quickly and easily responding to questions related to similar projects to include known and unknown risks and how to mitigate the risks.*

Question 30: In regards to Attachment E1, can the State please provide definitions/descriptions for the requirements listed?

Answer 30: *Yes. Please see below:*

- 1. # of Aviation Communication Projects:** *Please see Change 1 below: As seen in the revised Attachment E1, the term "communication" has been removed. **Definition:** For the purposes of this RFP, the term Aviation Projects means projects the Offeror has completed in the broad field of aviation planning.*

2. **Average Budget for Projects: Definition:** For the purposes of this RFP, the term Average Budget for Projects means adding the total budgets for each of the aviation projects and dividing by the number of projects to create the average budget amount.
3. **# of Projects Assisting in Obtaining Funding: Definition:** For the purposes of this RFP, the term # of Projects Assisting in Obtaining Funding means the number of projects the Offeror has been involved with the process of obtaining funding for.
4. **Average Dollar Amount of Funding Obtained: Definition:** For the purposes of this RFP, the term Average Dollar Amount of Funding Obtained means adding the funding obtained for each project together and dividing the result by the number of projects to create the Average Dollar Amount of Funding Obtained.
5. **# of Government Entities Partnered with: Definition:** For the purposes of this RFP, the term # of Government Entities Partnered with means how many contracts the Offeror has had in which the contracting partner was a governmental entity.
6. **Average Time Deviation: Definition:** For the purposes of this RFP, the term Average Time Deviation means the average amount of time (shorter or longer) it took the Offeror to complete the projects.
7. **Average Cost Deviation: Definition:** For the purposes of this RFP, the term Average Cost Deviation means the average cost amount (more or less money) it took the Offeror to complete the projects.
8. **Average Customer Satisfaction: Definition:** For the purposes of this RFP, the term Average Customer Satisfaction means the average customer satisfaction score provided by references on a 1-10 scale.

Question 31:

Please clarify if you are looking only for aviation communications projects, or aviation projects that demonstrate expertise in performing the scope as described in Section 3 of the RFP?

Answer 31: Please see Question 3 above.

Question 32:

In regards to Attachment E1 & E2, can the level of expertise / value adds listed by an Offeror on these attachments be people-possessioned if they were acquired before joining the Offeror's organization

Answer 32: Yes.

Question 33:

On Attachment G – Cost Proposal Form, is the \$10M inclusive or exclusive of overhead?

Answer 33: *The \$10M Total Cost as seen on Attachment G – Cost Proposal Form is inclusive. The total Overhead rate offered on Attachment G must include all of the costs incurred by the Offeror to complete such a project to include, but not limited to, taxes, insurance, profit, direct and indirect costs, labor, utilities, and overhead.*

Question 34: For Attachment G – Cost Proposal Form, we have a DCAA approved cost accounting methodology where adders are different if the cost type is labor cost, material, or other direct costs so there is not a single overhead rate. Can AK DOT&PF please specifically define 'Total Offered Overhead Percentage Rate'?

Answer 34 *Yes. For the purposes of this RFP, the Term Total Overhead Percentage Rate is the total amount the contractor shall be compensated for any one Task Order, unless the Task Order is formally modified. For Example, if the Task Order has a total value of \$3M and the contractor offered a Total Overhead Percentage Rate of 12%, the contractor would be paid \$360,000.00 as this is 12% of the Total Task Order.*

Question 35: On slide 5 of the Pre-Education presentation on May 3, it shows Attachment E1 and row 1 is labeled "# of Aviation Communication Projects". Are we to submit information only about aviation communication projects? If so, what is the government's definition of an aviation communication project?

Answer 35: *Please see Question 3 above.*

Question 36: Please clarify whether the use of subcontractor prior experience and team member prior experience in a Joint Venture can be used to meet the requirements in Section 1.07?

Answer 36: *Please see Question 4 above.*

Question 37: In the Pre-Education conference presentation on May 3 in slide 11 and in the RFP page 24 Section 5.05 it states "Cost (Overhead Rate)" and Contract Cost Form (Overhead Rate). Overhead rate is usually presented as a simple percentage - yet there is no page limit to this part of the proposal. Is the government looking at more than just the Overhead rate e.g Milestones and Labor & Materials in addition to the Overhead Rate? If so, how would the Milestones cost and Labor & Materials cost be scored?

Answer 37: *The state will evaluate cost based on the formula found in Sections 5.05 and 6.16. On Attachment G – Cost Proposal Form, as experts in the broad field of aviation, Offerors must develop a total of 10 milestones, each with a cost. The total cost for all 10 milestones must be \$10M.*

Attachment G also requires an Offeror to break the milestone costs into individual categories for Labor, Materials, and Overhead. The Labor, Materials, and Overhead

must equal \$10M. The Overhead Rate offered shall be applied to the \$10M project cost to convert the percentage to cost for evaluation in accordance with Section 6.16.

Question 38:

In regards to Section 3.05 / Attachment I – Contract Operation: This section states that if the first ranked contractor is not “available” then AKDOT will approach the second ranked contractor, and so on. Can AKDOT please clarify this mechanism– e.g., if the first ranked contractor can meet the requirements, regardless of other factors such as cost, the TO is awarded? Will there be a cut-off for rankings or will all Offerors that submit against this RFP be “in line” going forward? How might future TO’s be rolled over to a second ranked Offeror if that Offeror has not participated in the Clarification Phase? Or is the Clarification Phase contingent in the event the first ranked offeror at initial award declines the TO? Should Offerors view this as a ranked multi-award mechanism?

Answer 38: *Please see Change 3 below.*

Question 39:

For Section 3.05 – Contract Operation: Can one Offeror on this IDIQ supervise another Offeror on this IDIQ? (e.g., can Offeror A receive a task for planning and management and oversight while Offeror B receive a task for implementation?)

Answer 39: *Please see Change 3 below.*

Question 40:

In regards to Section 3.14 – Subcontractors, the RFP states that subcontractor experience shall not be considered in determining whether the Offeror meets requirements, however AKDOT seemed to indicate in the pre-proposal conference that experience of subcontractors on the proposal team should be included in Attachment E – can AKDOT please clarify as to the inclusion of subcontractor experience and role in Attachment E?

Answer 40: *Please see Question 4 above.*

Question 41:

In regards to Section 3.14 – Subcontractors – Will Offerors be permitted to add subcontractors after award, or must all contemplated subcontractors be included in the initial submission?

Answer 41: *Yes, as seen in Section 3.14 – Subcontractors and 3.15 – Joint Ventures, while known subcontractors or Joint Venture partners may be submitted with the proposal, the contractor will be able to add and subtract subcontractors and Joint Venture partners during the course of the contract in the Task Order Process.*

Question 42:

Section 3.14/4.05 c) ii.a – Notes that no names of offeror or subcontractor shall be used, however Sec 3.14 describes required disclosure of subcontractors and level of work performed – can AKDOT please clarify where the information in Sec 3.14 should be disclosed?

Answer 42: *Please see Change 4 below.*

Question 43: The RFP is silent as to the matter of AKDOT rights in data and intellectual property: can AKDOT please clarify policy or expectations of AKDOT as to rights in data and intellectual property generated by Offerors under this contract?

Answer 43: *Please see Attachment B, Article 10.*

Question 44: 5 year project or 10 million dollar, however 10 million is just a guestimate. How do we project the milestones?

Answer 44: *Please see Question 37 above.*

Question 45: Are vendors allowed to submit themselves as references for their teaming partners' capabilities?

Answer 45: *The state is expecting a team to come in together and have references from outside of the team. The state wants to learn about the value of the teaming relationship, not who the vendors are.*

Question 46: Can you please highlight the states opinion on references from out of the USA.

Answer 46: *The state expects Offerors to highlight their level of expertise. The more similar a project is to Alaska's project, the more relevant it is. With this understanding, the state is not opposed to references from outside the United States.*

Question 47: Per the RFP, it appears that United States experience is specifically requested, can you confirm this?

Answer 47: *While the state is not opposed to experience gained from projects performed in other countries, the state is looking for experience gained from projects within the US as it will be more relevant to what the state is looking for.*

As a result of this amendment, the following changes are hereby incorporated:

Change 1: Delete Attachment C to G – Submittal Documents in their entirety and replace with the following file:

RFP 2523H072 - Attachment C to G – Submittal Documents – V2 – 5 23 2023

Change 2: Delete Section 1.15 in its entirety and replace with the following:

SEC. 1.15 RFP PROJECT PROCUREMENT SCHEDULE

The RFP schedule set out herein represents the State of Alaska's best estimate of the schedule that will be followed. If a component of this schedule, such as the deadline for receipt of proposals, is delayed, the rest of the schedule may be shifted accordingly. All times are Alaska Time.

- | | |
|---|----------------|
| • Issue RFP (Minimum 21-days) | April 18, 2023 |
| • Pre-proposal conference and Best Value Process Orientation | May 3, 2023 |
| • Deadline for Questions | May 12, 2023 |
| • Deadline for Receipt of Proposals | June 6, 2023 |
| • Interviews | June 12, 2023 |
| • Proposal Evaluation Committee complete the evaluation | June 15, 2023 |
| • Identification of Potential Best-Value Respondent | June 22, 2023 |
| • Clarification Kick Off Meeting | July 6, 2023 |
| • Final Clarification Meeting | July 17, 2023 |
| • State of Alaska issues Notice of Intent to Award a Contract | July 17, 2023 |
| • State of Alaska issues contract | July 28, 2023 |
| • Contract start | July 28, 2023 |

This RFP does not, by itself, obligate the state. The state's obligation will commence when the contract is approved by the Commissioner of the Department of Transportation and Public Facilities, or the Commissioner's designee. Upon written notice to the contractor, the state may set a different starting date for the contract. The state will not be responsible for any work done by the contractor, even work done in good faith, if it occurs prior to the contract start date set by the state.

Change 3: Delete Section 3.05 in its entirety and replace with the following:

SEC. 3.05 CONTRACT OPERATION

Upon award, the documents produced during the clarification stage as described in **Attachment I – Clarification Phase Guide** shall be incorporated into the contract.

This shall include the deliverables as described in **Section 3.03**. After completion of the initial deliverables, the state will determine the next step forward in the project.

Upon determining the next steps, State Project Manager will provide the contractor a written description of the additional work required in the form of a draft Task Order (TO) and request the contractor to submit a firm time schedule for accomplishing the additional work and a firm price for the additional work.

Upon agreement, the TO shall be executed by all parties and the DOT&PF Procurement Officer of Record shall issue an anticipated amendment in accordance with **Section 3.21** to formally incorporate the funding and the executed TO into the contract.

The form and format of the TO shall be determined cooperatively by the State Project Manager and the Contractor. The format may be modified as needed during the full term of the contract.

Change 4: Delete Section 3.14 in its entirety and replace with the following:

SEC. 3.14 SUBCONTRACTORS

Subcontractors may be used to perform work under this contract. If an offeror intends to use subcontractors, during the initial stage of the contract, the offeror must identify the names of the subcontractors and the portions of the work the subcontractors will perform during the clarification phase.

Subcontractor experience **shall not** be considered in determining whether the offeror meets the requirements set forth in **Section 1.07 – Prior Experience**.

If a proposal with subcontractors is selected, the offeror must provide the following information concerning each prospective subcontractor within five working days from the date of the state's request:

- complete name of the subcontractor;
- complete address of the subcontractor;
- type of work the subcontractor will be performing;
- percentage of work the subcontractor will be providing;
- evidence that the subcontractor holds a valid Alaska business license; and
- a written statement, signed by each proposed subcontractor that clearly verifies that the subcontractor is committed to render the services required by the contract.

An offeror's failure to provide this information, within the time set, may cause the state to consider their proposal non-responsive and reject it. The substitution of one subcontractor for another may be made only at the discretion and prior written approval of the project director.

Note that if the subcontractor will not be performing work within Alaska, they will not be required to hold an Alaska business license. However, all subcontractors must comply with **Appendix B – Insurance Requirements**.

If additional subcontractors are required during, or after, the initial stage of the contract, the contractor must provide the above information for each subcontractor to the State Project Manager for review and acceptance. If the proposed subcontractors are acceptable, the Procurement Officer of Record shall issue a contract amendment to formally accept the proposed subcontractors.

Change 5: Delete Section 4.05 in its entirety and replace with the following:

SEC. 4.05 DESCRIPTION OF EVALUATION CRITERIA

To ensure that a proposal is complete and addresses all key RFP issues, proposals must adhere to the following format. Proposals shall be organized into the following sections, in the order listed, and inclusive of all requested information:

- a) **Attachment C: RFP Proposal Cover Page, Declaration and Checklist:** Offeror must prepare and submit the RFP Cover Page, Declaration and Checklist
- b) **Attachment D: Key Personnel Proposal Form:** Using **Attachment B**, the Offeror must complete the Key Personnel Proposal Form. The Offeror shall provide the name of the Primary Project Lead the Offeror proposes to execute the project pursuant to a resultant contract. The Primary Project Lead offered shall be the person who will be interviewed if shortlisted.
- c) **Attachment E: Project Capability (PC) Submittal Checklist and Format:** The Project Capability (PC) Submittal has three components: Scope/Level of Expertise Plan (SC/LE), Value-Added Plan (VA), and Milestone Schedule (MS). (See Attachments E, E1, E2 and E3).
 - i. **Purpose of PC Submittal**
 - a. Assist client in prioritizing Offerors submittals based on their scope, expertise, and ability to understand and deliver the intended project.
 - b. Provide high performing Offerors the opportunity to differentiate themselves from their competitors due to their experience and expertise by using verifiable performance metrics and previous relative project performance results.
 - ii. **PC Submittal Format Requirements**
 - a. PC submittal must **NOT** contain any names that can be used to identify who the Offeror is (such as firm names, personnel names, project names, or product names).
 - b. A PC proposal template (**Attachment E**) is included in this RFP. This document must be used by all Offerors. Offerors are **NOT allowed** to re-create, re-format, or modify the template in any manner except as specified on the form. Offerors must type their responses on the Word template provided.
 - c. Failure to comply with any of the PC formatting requirements may result in disqualification.
 - d. The PC submittal **shall not** contain any marketing information. The submittal should be used to prove to the client that the Offeror has expertise for the specific project being proposed on.

- e. References used in the PC submittal must be listed in the **Attachment F: Reference List**. The Reference List is not seen by the selection committee until after PC submittal evaluations are performed.
- iii. **Overview of the Scope / Level of Expertise Plan (Attachment E1):** The Scope/Level of Expertise Plan is to allow Offerors to differentiate themselves based on their technical capability and understanding of client's specific needs. It should summarize the metrics that show the Offeror can accomplish the subject project with the Scope defined by past experiences on similar projects. Offerors should identify scope claims based on their expertise and experience supported by verifiable performance metrics that show the capability to this specific project environment and requirement.
- iv. **Overview of the Value-Added Section (Attachment E2):** The purpose of the Value-Added Plan is to provide Offerors with an opportunity to identify any value-added options or ideas that may benefit client at a change in cost or revenue. These options or ideas may also be referred to as additional or optional services. Where applicable, the Offeror should identify:
 - a. what client may have excluded or omitted from its scope; and
 - b. how these options or ideas have been successful through verifiable performance information of previous projects.

The Offeror should list the cost and time impact of its options or ideas.

- v. **Overview of the Milestone Schedule Section (Attachment E3):** The milestone schedule is to allow Offeror to map out the major activities of the project, demonstrate the expertise of the offeror, and provide supporting performance metrics.
 - vi. **Reference List:** There will be a designated area on both the Scope / Level of Expertise Plan and Value-Added Plan where performance claims are supported by an indicated reference. As the PC submittals are anonymous, the reference will be indicated only by a reference number which corresponds to the matching number on the **Reference List (Attachment F)**.
 - vii. **Cost Proposal: Attachment G – Cost Proposal** shall be evaluated in accordance with **Section 5.05**.
- d) **Interviews:** The Offeror will be required to participate in an interview to evaluate expertise. This is not a presentation. The client will interview the Primary Project Lead on the Interview date specified in the Project Procurement Schedule. The individual is required to be in person for the interview. Example questions will be discussed during the BV Orientation session as described in **Section 1.17**. Interviews will be in person with the individual named as the Primary Project Lead as seen on **Attachment D**. Interviews will be held In Anchorage, AK and all parties are responsible for their own travel costs.
- e) **Selection Transparency: Dominance Check:** Up to this point, the Procurement Evaluation Committee (PEC) does not know what ratings were given to the different vendors. During the dominance check, all the rating

information is revealed to the PEC. If there is any further discussion on the best value, additional information can be requested to ensure that the selection has been totally transparent. The verification of the reference information can also be verified.

All proposals will be reviewed to determine if they are responsive. Proposals determined to be responsive will be evaluated using the criterion that is set out in **SECTION 5. EVALUATION CRITERIA AND CONTRACTOR SELECTION**.

An evaluation may not be based on discrimination due to the race, religion, color, national origin, sex, age, marital status, pregnancy, parenthood, disability, or political affiliation of the offeror.