

STATE OF ALASKA

Department of Administration
Office of Procurement and Property
Management



Driver's License and Identification Card Production and Image Capture and Verification

RFP 02-108-23 2023-0200-0194

Amendment Six

Issued: June 16, 2023

This amendment is being issued to provide:

- 1) Questions and Answers; and
- 2) Remove and Replace.

Important Note to Offerors: You must sign and return this page of the amendment document with your proposal. Failure to do so may result in the rejection of your proposal. Only the RFP terms and conditions referenced in this amendment are being changed. All other terms and conditions of the RFP remain the same.

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Procurement Specialist
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COMPANY SUBMITTING PROPOSAL

AUTHORIZED SIGNATURE

DATE

Questions submitted by potential offerors and answers from the state:

Question 1: SEC. 3.03 DELIVERABLES and SEC. 7.01 ATTACHMENTS, 5) Submittal Form G – Cost Proposal,
The State requires 5 spare Cameras annually. Will the state require 5 spare signature pads? There is no mention of them in Form G Cost Proposal.

Answer 1: See Change 1: and Change 2: Remove and Replace below.

Question 2: SEC. 4.04 EXPERIENCE AND QUALIFICATIONS (SUBMITTAL FORM B),
Are Offerors to provide Reference Letters or only reference names and phone numbers?

Answer 2: Offerors must provide reference letters.

Question 3: SEC. 4.08 SUBCONTRACTORS (SUBMITTAL FORM F),
If offerors did not plan to have any subcontractors prior to award, will the offeror be allowed to use Subcontractors after award?

Answer 3: No, subcontractors must be identified on the offeror's proposal Submittal Form F.

Question 4: SEC. 5.10 ALASKA OFFEROR PREFERENCE,
Can the State confirm that a bidder holding a valid Alaska business license at the time of submission of the proposal is entitled to receive the Preference?

Answer 4: These requirements are detailed in SEC. 6.12 ALASKA BIDDER PREFERENCE, page 34 of the RFP.

Question 5: SEC. 5.10 ALASKA OFFEROR PREFERENCE,
Can the State please confirm that a bidder claiming 10% preference as defined under RFP SEC 5.10 does not require filling out the Alaska Bidder Preference Certification AS 36.30.321(a) / AS 36.30.990(2) – provided as an attachment to the RFP?

Answer 5: To claim any preference, the proposal must include the Alaska Bidder Preference Certification Form.

Question 6: SEC 6.12 ALASKA BIDDER PREFERENCE,
Can the State confirm this Bidder Preference is in addition to the 10% preference defined under SEC 5.10?

Answer 6: No, the 5% Alaska Bidder Preference is applied to the cost and the 10% Alaska Offeror Preference is added to the overall points.

Question 7: Submittal Form G Cost Proposal,

Are “One Time Fees” going to be milestone payments?

Answer 7: See Change 3: Remove and Replace below.

Changes to the RFP:

Change 1:

REMOVE: SEC. 7.01 ATTACHMENTS, 5) Submittal Form G – Cost Proposal (two pages)

REPLACE: Replace with Amendment Six Attachment One: Submittal Form G – Revised Cost Proposal (two pages)

Change 2:

REMOVE: SEC. 3.03 DELIVERABLES, item 1) (page 13):

- 1) Accurate, professional, legal credentials to be issued at DMV and Business Partner offices statewide which must include:
 - In office stationary cameras with mounting hardware & connectivity accessories;
 - o Delivered and installed
 - o Quantity: 51 each
 - Annual purchase of spare stationary cameras with mounting hardware & connectivity accessories;
 - o Quantity: 5 each annually
 - Backdrop option for photo stations;
 - o Delivered and installed
 - o Quantity: 51 each
 - Web application compatible customer signature pads;
 - o Delivered and installed
 - o Quantity: 51 each
 - Mobile processing stations including cameras;
 - o Must include protective shipping materials to ensure safe shipping via air freight to rural Alaska locations.
 - o Quantity: 2 each
 - o The initial order will be for two mobile units, but additional mobile units may be ordered throughout the life of the contract.

REPLACE: SEC. 3.03 DELIVERABLES (page 13):

- 1) Accurate, professional, legal credentials to be issued at DMV and Business Partner offices statewide which must include:
 - In office stationary cameras with mounting hardware & connectivity accessories;
 - o Delivered and installed
 - o Quantity: 51 each

- Annual purchase of spare stationary cameras with mounting hardware & connectivity accessories;
 - o Quantity: 5 each annually
 - Annual purchase of spare web application compatible customer signature pads;
 - o Quantity: 5 each annually
 - Backdrop option for photo stations;
 - o Delivered and installed
 - o Quantity: 51 each
 - Web application compatible customer signature pads;
 - o Delivered and installed
 - o Quantity: 51 each
 - Mobile processing stations including cameras;
 - o Must include protective shipping materials to ensure safe shipping via air freight to rural Alaska locations.
 - o Quantity: 2 each
 - o The initial order will be for two mobile units, but additional mobile units may be ordered throughout the life of the contract.
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Change 3:

REMOVE: SEC. 3.07 PROPOSED PAYMENT PROCEDURES (page 14):

The state will make payments based on a negotiated payment schedule. Each billing must consist of an invoice and progress report. No payment will be made until the progress report and invoice has been approved by the project director.

REPLACE: SEC. 3.07 PROPOSED PAYMENT PROCEDURES (page 14):

The state will make milestone payments for row eight and nine of the Cost Proposal, Submittal Form G. Milestone proposed payment procedure will be discussed during the negotiation process.

For all other billings, the state will make payments when each of the, or all of the, deliverables are received.

Each billing must consist of an invoice and progress report. No payment will be made until the progress report and invoice have been approved by the project director.

End of Amendment