

**DIVISION OF LEGISLATIVE AUDIT  
RFP NUMBER 24-33-01  
AMENDMENT NUMBER 1**



**Division of Legislative Audit (DLA)**

Attn: JC Kestel  
State Capitol, 120 4<sup>th</sup> Street, Room 3  
Juneau, AK 99801-1182

**RFP TITLE:** RFP 24-33-01 – Alaska Office of Childrens Services - Analysis of Management Structure

**RFP CLOSING DATE & TIME:** 2:00PM Alaska Time on August 4, 2023

**DATE AMENDMENT ISSUED:** Friday, July 28, 2023

1. The following questions were received before the deadline for written questions from potential offerors:

*i. Could DLA expand on the expectations for the vendor? Is the vendor required to complete stakeholder interviews and make recommendations on restructuring or rather make recommendations on restructuring and also complete future state mapping.*

**Response:** DLA expects the Contractor to gain an understanding of the Office of Childrens' Services (OCS) current management structure by conducting interviews of OCS staff (both front line staff and supervisors) and observing operations. Interviews and observations are to be held in all five regions. DLA also expects the Contractor to determine whether the current management structure complies with best practices and to make recommendations as necessary.

*ii. Given the travel required to all five regions is there a maximum travel budget identified?*

**Response:** There is no specific travel budget identified. As described in section 1.05 Location of Work, the Contractor must include in their lump sum price proposal all incidentals and travel costs to carry out the scope of work.

*iii. We would like confirmation that the project scope outlined in the RFP is inclusive of the Administrative Support Unit that is included on pages 4, 8, 13 and 14 of Exhibit B.*

**Response:** The scope of work includes all OCS positions including administrative.

End of questions received before the deadline for written questions.

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2. All other terms and conditions of Request for Proposals 24-33-01 will remain as written.

**A signed copy of this amendment and any others issued, in addition to your proposal, must be received by the issuing office prior to the closing date and time for your proposal to be considered responsive.**

JC Kestel, Procurement Manager  
PHONE: (907) 465-6705  
TTY: (907) 465-4980  
EMAIL: [JC.Kestel@AKLeg.gov](mailto:JC.Kestel@AKLeg.gov)

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NAME OF COMPANY

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AUTHORIZED SIGNATURE

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TITLE

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PRINTED NAME

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