



Addendum #1

**RFP # 2524S009**

**Project Title: ARFF Instructor**

**Pre-Proposal Conference Agenda  
August 4, 2023 at 11:00 a.m. [Alaska Time]**

**Call in Number: 1 (907) 202-7104**

**Access Code: 913-763-315#**

**Location:** Microsoft Teams Meeting

<b>Introductions:</b>
1. Procurement Officer, Chris Hunt
2. State of Alaska Representatives
3. Attendees via conference call
<b>Pre-Proposal Conference overview, requirements/expectations – by Chris Hunt, Procurement Officer</b>
<b>Brief overview of Scope of Work &amp; Deliverables - by Troy Larue, RFP Contract Project Director</b>
<b>1<sup>st</sup> Questions and answers period - Questions regarding Scope of Work &amp; Deliverables.</b>
<b>Explanation/Discussion of Key Sections of the RFP - by Chris Hunt, RFP Procurement Officer</b>
<b>2nd Questions and answers period. Open discussion for questions or comments regarding all parts of the RFP*</b>
<b>End of pre-proposal conference</b>

\* Open discussions (if applicable) are intended to further clarify any remaining uncertainties regarding this solicitation. Any new questions brought up during the pre-proposal conference will be responded to if possible during the conference, however all questions shall be submitted in writing to the Procurement Officer and will be answered through written amendment to provide the State’s official answers to those questions.

If needed the amendment will be posted to the State of Alaska Online Public Notice website and sent to all registered proposers & conference participants who have registered with the Procurement Officer.