

**STATE OF ALASKA RFP NUMBER 2024-0001-0190**  
**AMENDMENT NUMBER TWO**  
**AMENDMENT ISSUING OFFICE:**



Office of the Governor  
Alaska Division of Elections  
240 Main Street, Suite 300  
Juneau, Alaska 99801

**THIS IS NOT AN ORDER**

**DATE AMENDMENT ISSUED: December 19, 2023**

**RFP TITLE:**  
**PUBLIC EDUCATION CAMPAIGN**

**This is not a mandatory return Amendment.**

*This amendment serves to answer offeror questions, revises Sec. 3.11 Subcontractors, and includes Submittal Form H Subcontractors.*

**Change 1:** Serves to include Submittal Form H Subcontractors.

**Change 2:** Serves to revise Sec. 3.11 Subcontractors and deletes the original language and replaces it with the language provided below.

**~~SEC. 3.11 SUBCONTRACTORS~~**

~~Subcontractors will not be allowed.~~

**Revised language:**

**SEC. 3.11 SUBCONTRACTORS**

Subcontractors may be used to perform some of the work under this contract. If an offeror intends to use subcontractors, the offeror must complete the Submittal Form identified in Section 4.02 of this RFP.

An offeror's failure to provide this information with their proposal may cause the state to consider their proposal non-responsive and reject it.

Subcontractor experience **SHALL NOT** be considered in determining whether the offeror meets the requirements set forth in **SEC. 1.04 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;

If a subcontractor on the list will be performing work within Alaska, and did not have a valid Alaska business license at the close of the RFP, the Offeror may not use the subcontractor in the performance of the contract and shall replace the subcontractor with a subcontractor who had a valid Alaska business license at the close of the RFP.

- 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, will cause the state to consider their proposal non-responsive and reject it. The substitution of one subcontractor for another that has already been approved 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.

**IMPORTANT: For educational videos and materials, the language and audio translation services will be provided by the division's translation panel and then provided to the contractor for the videos. Subcontractors will not be allowed for language translation services under the resulting contract.**

**Change 3: Answers offerors questions.**

- 1) We used subcontractors for Native and other language translations.
- 2) We used a video subcontractor to prepare the digital video and traditional video assets for the campaign.

It will be difficult for any chosen vendor to provide Native language translations without subcontracting with expert translators in various regions throughout the state.

We would also like to use our identified video subcontractor given their experience in the complex nature of the topics of ranked choice voting. The rest of the services would be provided via our in-house team.

**ANSWER:** Subcontractors are allowed see Change 2 above. Language translation and audio are provided by the division's translation panel and will be provided to the contractor for videos.

**State Signature**

Name: Janice Neal *jn*  
Title: Procurement Officer

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