

# STATE OF ALASKA

Department of Corrections

Division of Institutions



## Nurse Relief Services

RFP# 2025-2000-0007

**Amendment # 7**

March 21, 2024

**This amendment is being issued to Answer Q&As see page 2.**

**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.

Gary Bailey

Procurement Officer

Phone: (907) 269-7344

Email: [gary.bailey@alaska.gov](mailto:gary.bailey@alaska.gov)

---

COMPANY SUBMITTING PROPOSAL

---

AUTHORIZED SIGNATURE

---

DATE

**Q&A's – RFP 2025-2000-0007 – A7**

1. Is it mandatory to maintain office in the State? **The answer is NO this was answered in amendment #5.**
2. Do we need to provide candidates' resumes? **See amendment #2 for answer.**
3. Do we need to submit Attachment 3 and 4 or is it just a sample? **No on 3 and Yes on 4.**
4. Is this an email submission? **See RFP Section 1.07 page 5.**
5. Is there any subcontracting goal for this bid? **See RFP Section 3.13.**
6. Do we need to submit Technical and Cost Proposal separately? **See RFP Section 4 and Amendment # 3 number 4.**
7. There is no updated Proposal Checklist form attached with the addendum. Kindly provide the updated one. **See Attached.**
8. Kindly clarify under Technical proposal on page no. 18 which format we need to use? Do we need to start with Experience and Qualification or Understanding of the Project? **See Amendment #3.**
9. Do we need to provide Attachment 1, 2 and 5 along with proposal submission? **All amendments shall be returned and signed (1-7).**
10. Is it possible to get an extension on the due date? **Unfortunately, No, this solicitation has been on the street for 21 days and our fiscal year is coming to an end soon.**


**END**

**Attachment 1**  
**PROPOSAL CHECKLIST**  
**Nurse Relief Services**  
**RFP #2025-2000-0007**

Offerors are encouraged to use this checklist in preparation of proposals. This checklist may not be all inclusive of the items required to be submitted in the proposal. In case of a conflict between this checklist and the RFP, the requirements of the RFP will prevail.

**NOTE:**

Offerors who do not respond to each item as specified below may be considered "non-responsive" and the proposal may not be accepted for evaluation.

Description	
Sealed original proposal submitted by <b><u>2:00 PM on March 29, 2024.</u></b>	
Conflict of Interest Statement	
Offeror Information & Assurance Form – <i>(signed &amp; notarized)</i>	
Understanding of Project	
Methodology	
Management Plan for the Project	
Experience and Qualifications	
Cost Proposal Form - <b>Hourly Rate Required.</b> <i>(Sealed separately)</i>	
Certification of Entitlement to the Alaska Bidder Preference and other preferences <i>(if applicable)</i>	
Evidence of Alaska Business License <i>(if applying for Alaska Bidder Preference)</i>	