

**STATE OF ALASKA ITB NUMBER 2524H050
AMENDMENT NUMBER ONE (1)**

AMENDMENT ISSUING OFFICE:



Department of Transportation & Public Facilities
Statewide Contracting & Procurement
P.O. Box 112500
(3132 Channel Drive, Room 350)
Juneau, Alaska 99811-2500

ITB 2524H050 Crash Data Entry Services

THIS IS NOT AN ORDER

DATE AMENDMENT ISSUED: April 8, 2024

DUE DATE: April 24, 2024 at 2:00 PM. (Alaska Time)

This is a mandatory return Amendment. *Your bid may be considered non-responsive if this signed amendment is not received [in addition to your bid] by the date and time bids are due.*

Vendor Signature: _____

Date: _____

Printed Name: _____

Offerors Name: _____

The purpose of this Amendment is to:

- **Provide Answers to Questions Received from the vendor community.**
- **Amend Section 1.04 Prior Experience.**

Questions and answers

Question #1:

Who is the incumbent contractor?

Answer #1:

CMB Data Entry Services, LLC dba Axion Data Services

Question #2:

Are they eligible to bid on this new ITB?

Answer #2:

Yes

Question #3:

What was the dollar amount spent on this program for each of the past contract years?

Answer #3:

From - 12/1/2020 - 9/30/2021 \$91,431.31
From - 10/1/2021 – 9/30/2022 \$156,739.47
From - 10/2/2022 – 9/30/2023 \$85,000.00

Question #4:

What is the actual number of forms, by type, that was processed for each of the past contract years?

Answer #4:

12/1/2020 - 9/30/2021 - During the backlog *all forms* paid at same rate, not tracked by type = 16,231.
10/1/2021 - 9/30/2022 - Form 12-200 = 12,929 / Form 12-209 = 10,504.
10/2/2022 - 9/30/2023 - Form 12-200's = 7,199 / form 12-209 = 5,220.

Question #5:

Does the CDES system allow for the contractor to perform quality control and review before submitting the form? It states in the SOW, that The State may perform spot checking and we are trying to determine if that same capability is available to the contractor.

Answer #5:

No.

Question #6:

What is the expected turnaround time when the forms are made available in the CDES?

Answer #6:

That would depend on the crash form, but currently we are seeing 250-300 forms per week, we are uploading reports for them every 6 weeks approximately.

Question #7:

Can you provide an estimate to the number of full time equivalent (FTE) employees that would be required to perform?

Answer #7:

No, that would be at the contractor's discretion in order to perform the duties.

Question #8:

Section 1.04 Prior Experience has three requirements. If the contractor meets or exceeds items 1 and 3, but is lacking for item 2, would that be considered an automatic disqualification?

Answer #8:

Please see amended Section 1.04 Prior Experience below.

This amendment also changes the language in section 1.04 Prior Experience of the ITB to read as follows;

Bidders **must** provide a written narrative that describes their prior experience and defines specifically how the bidder meets or exceeds all three of the above minimum prior experience requirements. Failure to submit a narrative statement that confirms the bidder meets or exceeds **all three** prior experience requirements may result in the State deeming the bid non-responsive and rejecting the bid.

End of questions and answers.

Bids received after the Due Date and Time will be considered Non-responsive.

Signature: Paul DiCarlo

Date: 4/8/2024

Name: Paul DiCarlo

Title: Procurement Specialist