

STATE OF ALASKA

Department of Health
Office of the Commissioner



Alaska Breast & Cervical (AKB+C) Kenai Outreach

RFP 2024-1600-0359

Amendment #1

July 19, 2024

This amendment serves to answer questions submitted by potential offerors and to provide additional important information.

Offerors must use Submittal Form A – Offeror Information to acknowledge this amendment.

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Questions submitted by potential offerors and answers from the State:

Question 1: Do we submit the standard agreement form with my technical and cost proposal? Or does this happen once the contract is awarded?

Answer: No, the Standard Agreement is attached for your review. Please see Section 6.03.

Question 2: Cost Proposal: Do we need to include a cost proposal narrative or just numbers?

Answer: No, a cost proposal narrative is not required. Offerors must complete the cost proposal Submittal Form H by entering the costs. Please see Section 4.10.

Question 3: Cost Proposal: Can amendments be made in subsequent years to accommodate a graduated increase in the payment of this contract? Up to the max amount of \$50,000 annually.

Answer: No, this is a firm fixed price contract. Please see Section 3.04.

Question 4: Cost Proposal: If our costs by year changes, for example: year 1 is \$40,000, year 2 is \$42,000, year 3 is \$44,000, etc., for the sake of this proposal what number will be used to determine the score of this section?

Answer: The cost proposal is evaluated based on the Total Evaluated Cost outlined on Submittal Form H.

Question 5: Section 4.04: Do I need to provide a resume for my subcontractor?

Answer: Resumes for all key personnel should be submitted for key personnel and attached as a separate attachment to Submittal Form B. Resumes shall not count against the page limit set. Please see changes listed below.

Question 6: Section 5.07 #6 - Am I identifying problems and solutions for achieving deliverables or the management plan for the project?

Answer: Yes, please identify any foreseen or potential problems and describe how you would rectify and utilize key staff to resolve.

Question 7: **Page: 14:** Are certificates of insurance only collected if awarded? If so, I would assume I do not need to include that in my proposal, correct?

Answer: No, the certificate of insurance does not need to be included with your proposal. Certificates of insurance must be furnished to the procurement prior to beginning work. Please see Section 3.15.

Question 8: **Submittal Form A:** Do I include a subcontractor in the critical team members section? I was unsure because it's not an actual employee of mine.

Answer: Please provide all critical team members on the first page of the Submittal Form A. Please see Section 4.03.

Question 9: **Page 24: Alaska Offeror Preference** - it says 5% will be applied to the price in the proposal. but the total weight is 100 points which is 10%. As a state of Alaska business license holder, will I get 50 or 100 points for this section? Page 25 section 5.12 vs page 24 section 5.10

Answer: These are 2 different applications of preference.
A) An **Alaska Bidder Preference** of 5% is applied to the overall cost of the proposal for evaluation purposes only. Please see Section 5.10
B) The **Alaska Offeror Preference** is applied during the evaluation of the proposal and adds 10% (100 points) to the offerors overall score. Please see Section 5.12

Change 1: The following language has been added in section 4.04:

Offeror should include resumes for key members of the team. Resumes will not be counted to the page limit in section 4.02 and should be submitted as separate documents to Submittal Form B.

End of Amendment #1