

# Amendment No. 2 of RFQ 667 Alaska State Capitol Security Screeners



## RETURN THIS AMENDMENT TO THE ISSUING OFFICE AT:

Legislative Affairs Agency  
State Capitol  
120 4<sup>th</sup> Street, Room 3  
Juneau, AK 99801-1182  
Attn: JC Kestel

**DATE AMENDMENT ISSUED:** November 21, 2024

**RFQ TITLE:** RFQ 667 Alaska State Capitol Security Screeners

**RFQ OPENING DATE & TIME:** 2:00pm Alaska Time Monday, December 2, 2024

The following contains additional information, changes, or additions for the RFQ:

- 1) Paragraph 1.09 (Quote Submission, Delivery, and Acceptance) is amended to read as follows:

### **1.09 QUOTE SUBMISSION, DELIVERY, AND ACCEPTANCE**

A Bidder must submit and deliver its bid in one sealed package to the issuing office identified on Page 1 of this RFQ or email its bid to the Procurement Manager at the email address shown on Page 1 of this RFQ no later than the date and time listed on Page 1 of this RFQ as the deadline for receipt of Quotes. If mailed or hand delivered, the package must be marked on the outside to identify the RFQ and the Bidder. If emailed, the email must contain the RFQ number in the subject line of the email. Bidders must use the form in sec. 3.01 (RFQ BID SUBMISSION FORM) of this RFQ for submitting bids.

Only one (1) completed and signed copy of sec. 3.01 (RFQ BID SUBMISSION FORM) of this RFQ **along with any Agency-issued Amendments to the RFQ (signed by the Bidder)** should be submitted in a sealed envelope or PDF document marked with the RFQ number on the outside of the envelope or with the RFQ number in the subject line of the email that the PDF quotation is sent in.

Emailed quotations must be submitted as an attachment in PDF format. The PDF document should be named in a format such as "Bidder A – Bid for RFQ 667.pdf" (Bidder A is the name of the Bidder).

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Please note that the maximum size of a single email (including all text and attachments) that can be received by the Agency is 50 megabytes (mb). If the email containing the bid exceeds this size, the bid must be sent in multiple emails that are each less than **50mb** and each email must comply with the requirements described in the previous two paragraphs.

The Agency is not responsible for unreadable, corrupt, or missing attachments. It is the Bidder's responsibility to contact the issuing office through email or at (907) 465-6705 - Voice, (907) 465-4980 - TDD to confirm that the emailed bid has been received. Failure to follow the above instructions may result in the bid being found non-responsive and rejected.

It is the responsibility of the Bidder to ensure that their bid and any Agency-issued RFQ amendments (signed by the Bidder) are in the issuing office of the Agency prior to the scheduled bid closing time. A bid will be rejected if the bid and any signed amendments are not received prior to the closing date and time.

2) The following questions or comments were received by the Procurement Manager from potential Bidders:

i. **Question:** *Item 10/Standards. Question: Are Guards required to have a physical exam to demonstrate compliance with vision/color, physical ability to perform?*

**Response:** No physical exam is required; however, Security Screeners will be expected to discern between colors.

ii. **Question:** *Item 10/Standards. Question: Will the State of Alaska pay for the physical exam if required?*

**Response:** No, the Agency will not pay for any physical exams and doesn't require the Security Screeners to have a physical exam, however, Security Screeners will be expected to meet the physical requirements that are listed in the RFQ.

iii. **Question:** *Item 6/Representative. Question: Is the Project Manager a FTE position paid by the State of Alaska under this contract?*

**Response:** No, the Project Manager is an employee of the Successful Bidder and shall be compensated by the Successful Bidder. The Successful Bidder's Project Manager can also be the Successful Bidder's Representative as described in 2.03 6. (Successful Bidders Representative(s)) on page 15 of the RFQ if the Successful Bidder desires.

iv. **Question:** *Item 6/Representative. Question: Will the Project Manager be provided office space, work area, furniture, computer, network access, and secure storage for on-site equipment such as cell phone/charger, etc.?*

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**Response:** No, the Agency will not provide office space, a work area, furniture, computers, network access, or any secure storage for the Successful Bidder's Project Manager. It is the Successful Bidder's responsibility to provide these items in an off-site location that is sourced and paid for by the Successful Bidder.

- v. **Question:** *RFQ Bid Submission Form states, "The prices provided shall include all costs associated with administration, travel, per diem, freight, supplies, equipment rentals, repairs, personnel, permits, and all other necessary tools, to complete the Work and Services as required in this RFQ. Question: Is the contractor required to provide magnetometer (walk-through metal detectors), x-ray screening machines, and or handheld metal detector wands?"*

**Response:** No, the Agency will provide the magnetometer, x-ray machine, and handheld metal detectors that will be used at the Capitol, as well as provide training on said equipment.

- vi. **Question:** *Per section 1.9 it looks like the bid submission form (3.10) is the only required response document. Will the Agency accept an accompanying cover letter or will any and all supplementary documents not be considered (references, etc.)?*

**Response:** Please see line item 1 of this Amendment No. 2 that clarifies the requirements for a Bidders submission. The language shown in bold under paragraph 1.09 (Quote Submission, Delivery, and Acceptance) in this Amendment No. 2 was amended to clarify the Agency's expectation, however, the last paragraph that explains the Amendment requirements existed previously.

The Agency will not take any other documentation that is provided by a Bidder in their Bid Submission into consideration for Contract Award. The Agency will request Contract Award be made to the lowest priced, responsive Bidder.

- vii. **Question:** *Ref 2.02.3: Are two officers required to be on the screening detail at all times or can they drop down to one officer while the other eats/breaks? Are there restrictions on these being paid breaks to keep manning requirements down to a minimum?*

**Response:** Please refer to paragraph 2.02 (Scope of Work and Services) line 2 on page 14 of the RFQ that reads as follows:

2. The Successful Bidder shall provide two uniformed unarmed Security Screeners, Monday through Friday between the hours of 8:00 a.m. and 5:00 p.m., during the regular legislative session and all special sessions, including all State of Alaska and federal holidays during the session or special sessions.

The Successful Bidder will be required to furnish a replacement fill-in Security Screener for any breaks, lunches, or absences of the Security Screeners that are

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assigned to the Capitol by the Successful Bidder to provide the work and services required by the Contract resulting from this RFQ.

3) All other terms and conditions of RFQ 667 will remain as written and amended.

To be considered responsive to this RFQ each Bidder shall submit a signed copy of all Agency-issued Amendments that have been issued by the Agency for this RFQ, in addition to the Bidders Bid. All signed and completed documents must be received by the issuing office prior to the opening date and time.

JC Kestel  
Procurement Manager  
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TDD: (907) 465-4980  
EMAIL: [JC.Kestel@AKLeg.gov](mailto:JC.Kestel@AKLeg.gov)

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NAME OF COMPANY

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AUTHORIZED SIGNATURE

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TITLE

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PRINTED NAME

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DATE