

STATE OF ALASKA

Department of Health
Division of Public Health



Analytical and Evaluation Support for the Section of Chronic Disease Prevention and Health Promotion

RFP 2025-1600-0057/1624-008

Amendment No. One

March 10, 2025

This amendment is being issued to provide answers to inquiries, correct an administrative error, and make changes to the RFP.

Important Note to Offerors: Offerors must use Submittal Form A – Offeror Information to acknowledge this amendment. Only the RFP terms and conditions referenced in this amendment are being changed. All other terms and conditions of the RFP remain the same.

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Questions submitted by potential offerors and answers from the State:

Reference questions and answers on the following attachment, located at bottom of OPN solicitation:

2025-1600-0057 - 1624-008 - AMD 1 Responses to Questions Received.xlsx

Changes to the RFP:

Change 1: The following section is updated:

SEC. 3.03 DELIVERABLES

In place of “Deliverables in items **1** through **5** below pertain to the following data sources:

- **Established public health surveillance systems**, such as the YRBS, the BRFSS, the Student Weight Status Surveillance System (SWSSS), and the Online Adult Tobacco Survey (OATS);
 - **Other established, ongoing data sources**, such as Alaska’s Tobacco Quit Line;
 - **Data sources collected as part of special studies**, such as the Quit Line Call-back project, media recall and reaction surveys, the Poison Control Line data, and identification and collection of novel program-specific data as needed.
 - **Program Records**, such as trainings delivered, coalition meetings/membership, etc.
1. Using data from one or more of these data sources, as appropriate, the contractor will be required to provide the following deliverables: Consultation and assistance with **survey development and testing**, based on established survey methodology principles (e.g., Dillman, Smyth & Christian, 2014)[.]”

substitute the following:

“Deliverables in items **1** through **5** below pertain to the following data sources:

- **Established public health surveillance systems**, such as the YRBS, the BRFSS, the Student Weight Status Surveillance System (SWSSS), and the Online Adult Tobacco Survey (OATS);
- **Other established, ongoing data sources**, such as Alaska’s Tobacco Quit Line;
- **Data sources collected as part of special studies**, such as the Quit Line Call-back project, media recall and reaction surveys, the Poison Control Line data, and identification and collection of novel program-specific data as needed.
- **Program Records**, such as trainings delivered, coalition meetings/membership, etc.

Using data from one or more of these data sources, as appropriate, the contractor will be required to provide the following deliverables:

1. Consultation and assistance with **survey development and testing**, based on established survey methodology principles (e.g., Dillman, Smyth & Christian, 2014)[.]”

Change 2: The following section is updated

SEC 3.08 LOCTION OF WORK

In place of “There is no expectation that travel will be required[.]”

substitute the following:

“Travel will not be required.”

Change 3: The following section is updated

SEC. 4.04 EXPERIENCE AND QUALIFICATIONS (SUBMITTAL FORM B)

In place of “Offerors must include resumes for project manager and all staff who will be assigned to accomplish work on this contract. Resumes must include work performed in the last ten (10) years, education, and titles of publications. If new staff will be hired for key positions, offerors must include a description for each vacant position. Offerors must provide two (2) letters of reference from previous clients that describe how deliverables similar to those outlined in this RFP were met on time and within budget. Resumes and letters of reference will not count against the page limit as referenced in Section 4.02, Special Formatting Requirements[,]”

substitute the following:

“Offerors must include resumes for project manager and all staff who will be assigned to accomplish work on this contract. Resumes must include work performed in the last ten (10) years, education, and titles of publications. If new staff will be hired for key positions, offerors must include a description for each vacant position. **Upon proposing new personnel not included in offeror’s proposal, vendor for resultant contract must submit the individual’s name and current resume for project director approval before that individual will be authorized to perform work on said resultant contract.** Offerors must provide two (2) letters of reference from previous clients that describe how deliverables similar to those outlined in this RFP were met on time and within budget. Resumes and letters of reference will not count against the page limit as referenced in Section 4.02, Special Formatting Requirements.”

End of Amendment 1