



RETURN THIS AMENDMENT TO THE ISSUING OFFICE AT:

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

DATE AMENDMENT ISSUED: April 22, 2025

AMENDMENT NUMBER: 1

RFQ TITLE: RFQ 683 Alaska State Legislature Telephone System Equipment

RFQ OPENING DATE & TIME: 2:00pm Alaska Time Monday, April 28, 2025

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 683.pdf" (Bidder A is the name of the Bidder).

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:** I have a question regarding 1.12 PREFERENCE FOR ALASKA BIDDER –*

We meet the criteria for # 1, 2, and 3 with no issue, and # 5 would not apply to our company.

4 is the hang up with our Legal team right now and is written as follows:

4) is incorporated or qualified to do business under the laws of the state, is a sole proprietorship and the proprietor is a resident of the state, is a limited liability company (LLC) organized under AS 10.50 and all members are residents of the state, or is a partnership under AS 32.06 or AS 32.11 and all partners are residents of the state;

I believe we do qualify as we are incorporated to do business under the laws of the state.

Response: If a Bidder is considered a limited liability company (LLC) at time of bid submission, the LLC's members must all be residents of the State of Alaska.

Qualification requirements to receive the Alaska Bidders Preference are listed in paragraph 1.12 (Preference for Alaska Bidder) on page 6 of the RFQ as follows:

The preference will be given to a Bidder who:

- 1) holds a current Alaska business license prior to the deadline for receipt of bids;
- 2) submits a bid for the contract under the name appearing on the Offeror's current Alaska business license;
- 3) has maintained a place of business within the state staffed by the Bidder, or an employee of the Bidder, for a period of six months immediately preceding the date of the bid;
- 4) is incorporated or qualified to do business under the laws of the state, is a sole proprietorship and the proprietor is a resident of the state, is a limited liability company

- (LLC) organized under AS 10.50 and all members are residents of the state, or is a partnership under AS 32.06 or AS 32.11 and all partners are residents of the state; and
- 5) if a joint venture, is composed entirely of ventures that qualify under (1) – (4) of this subsection.

In order to receive the Alaska Bidder Preference, the bid must include a statement that the Offeror is eligible to receive the Alaska Bidder Preference.

If the Bidder is an LLC or partnership as identified in (4) of this subsection, the statement must also identify each member or partner and include a statement certifying that all members or partners are residents of the state.

If the Bidder is a joint venture which includes an LLC or partnership as identified in (4) of this subsection, the affidavit must also identify each member or partner of each LLC or partnership that is included in the joint venture and include a statement certifying that all of those members or partners are residents of the state.

ii. **Question:** *I see the RFQ has a mailing and hand delivery address but wanted to confirm where the ship to of the products will be. Also, do we need special delivery instructions?*

Response: Please refer to paragraph 2.05 (Delivery Location) on page 15 of the RFQ for the delivery address.

This space was intentionally left blank.

3) All other terms and conditions of RFQ 683 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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NAME OF COMPANY

AUTHORIZED SIGNATURE

TITLE

PRINTED NAME

DATE