

STATE OF ALASKA

Department of Health

Division of Finance and Management Services



CERTIFICATION FOR CHEMICAL DEPENDENCY COUNSELORS

RFP 2025-1600-0281 / CT 1625-052

Amendment #1

May 14, 2025

This amendment is being issued to answer questions from potential offerors and to update the deadline for receipt of proposals to 2:00 PM Alaska Standard Time on May 22, 2025.

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

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Changes to the RFP

Change 1:

SEC. 1.03 Deadline for Receipt of Proposals: The deadline is updated from 2:00 PM AST May 15, 2025, to 2:00 PM AST May 22, 2025.

Change 2:

SEC 1.11 RFP Schedule: Deadline for Receipt of Proposals / Proposal Due Date is updated to 2:00 PM May 22, 2025. Additionally, the RFP Schedule table updates all activities following the submission deadline.

Questions submitted by potential offerors and answers from the State:

Question 1: There is no space for indirect costs on the budget form. How should we enter these in? And, what is the limit on indirect costs? On previous Alaska grants, the indirect cost was in percentage form.

Answer: Submittal Form H – Cost Proposal states: “Costs must be all-inclusive, including direct and indirect costs. In accordance with RFP Section 1.02 – Budget, total project costs of more than \$230,400.00 will be considered non-responsive.”

Question 2: With scholarships, does the contractor have to pay out the expenses first and then invoice the State later?

Answer: Yes, the vendor would have to pay the expenses first and then invoice the Department of Behavioral Health (DBH).

Question 3: Does reimbursement depend on the participant attending all sessions and successfully completing the course? In other words, if they fail to complete the classes, what happens to their scholarship?

Answer: Reimbursement will be based on the participant's expenses. The invoice should reflect the exact costs of this participant regarding lodging, per diem, airfare, and necessary transportation. We will reimburse the price of the course even if the participant does not fully complete it.

Question 4: Are scholarships only allowed to be given to Alaskan residents?

Answer: Yes, scholarships can only be awarded to people who live in Alaska.

Question 5: Can only Alaska residents attend the training events? What if they have an Alaska based job offer but live out of state?

Answer: If it can be verified that they have an Alaska-based job, they can attend the trainings.

Question 6: Is there a cap on what we can be reimbursed for each scholarship?

Answer: There is no cap but it should realistically reflect the cost to attend a course.

Question 7: The travel budget is set at \$20,000 is for employees only?

Answer: The travel budget is established at \$20,000, and it is intended solely for employees.

Question 8: How many classes will be required in 2025 given the later start? Will it be 1 CDC and 1 CT? Also, what about 2027 since the grant will roll over halfway through the year?

Answer: There will be two trainings required every six (6) months, i.e., four (4) per year and eight total. One, twice a year, for CDC; One, twice a year, for CT.

End of Amendment #1