

STATE OF ALASKA

Department of Military and Veterans Affairs
Division of Administrative Services



ENVIRONMENTAL COMPLIANCE E-LEARNING MODULES DESIGN

RFP 260000004

Amendment #6

September 2, 2025

This amendment is being issued to answer questions from interested offerors.

Important Note to Offerors: You must sign and return this page of the amendment document with your proposal. Failure to do so may result in the rejection of your proposal. 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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COMPANY SUBMITTING PROPOSAL

AUTHORIZED SIGNATURE

DATE

Questions submitted by potential offerors and answers from the state:

Question 1: Could you please confirm if the said requirement is desirable or minimum -"Projects with National Guard and/or other DoD components."

Answer: Experience with National Guard and/or other DoD components is not a requirement but is desirable.

Question 2: Which LMS are you currently using?

Answer: Meridian LMS. Both SCORM 2004 and SCORM 1.2 are supported within this LMS but SCORM 1.2 is recommended.

Question 3: How many courses would you like us to create?

Answer: The number of modules is listed in the RFP. There is no fixed number of modules, but we aim at a minimum of 5 modules within the first contract year and a minimum of 12 modules overall if the contract is extended beyond the initial 12-month term (for up to 4 additional years).

Question 4: Do you prefer content to be in 15-minute segments or a micro-learning format?

Answer: The modules should overall be around 15-25 minutes each, but we are open to your suggestion of a micro-learning format by breaking down the module content into shorter micro-learning segments.

Question 5: Is your content already developed, or would you need our assistance in creating it?

Answer: Our content is not developed. The vendor will need to provide assistance in creating it. We will provide our current training materials (guides and PPTs) upon contract award.

Question 6: Are you open to us making modifications to the existing content?

Answer: Yes, we are open to the vendor making recommendations. We expect that the vendor will provide expertise to design, script, and develop content for each module. Details are in the RFP.

Question 7: Who is the intended audience for this content?

Answer: The intended audience is listed in the RFP. The audience includes AKARNG soldiers who work in areas that have the potential for environmental impacts and need to meet environmental compliance requirements. Additionally, some staff members of the Alaska DMVA will also need to complete the training modules. The specific audience will vary depending on the module. A job/training matrix detailing specific training requirements for different positions/jobs within the organization will be provided to the selected vendor by the DMVA project manager once the contract is awarded.

Question 8: How is your content currently delivered? Is it in PPT, videos, or another format?

Answer: Content is currently delivered through on-the-job training, in-person classroom training using PPTs and some training delivered via Microsoft TEAMS.

Question 9: Are you comfortable with content that includes animations?

Answer: Yes. However, animations need to address the training needs of our organization. For some modules, animations will need to be professionally designed custom animations whereas for some others, pre-existing generic animations available might be acceptable.

Question 10: What is your desired go-live date?

Answer: The start date for the contract is the week of September 22, 2025. However, the anticipated date for delivering modules requested in the first delivery order (DO) would be approx. 12 months (see project phases in the RFP). An initial meeting will be scheduled with the vendor upon contract award to discuss details before the first delivery order and an additional project kick-off meeting will likely be scheduled in October after the first DO was issued.

Question 11: Do you have an internal project manager assigned to this project?

Answer: We have an internal Environmental Training Manager who will be the primary POC/project manager for this contract.

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