

Request for Information



State of Alaska
Department of Health
Division of Senior and Disabilities Services

RFI Number: 27-001
Date Issued: July 23, 2026

UNIVERSAL CHANGING SPACES ASSISTANCE FUND PROGRAM DEVELOPMENT AND ADMINISTRATION SERVICES

Introduction:

The State of Alaska (SOA), Alaska Department of Health (DOH), Division of Senior and Disabilities Services (SDS), Alaska Governor's Council on Disabilities and Special Education (GCDSE) is seeking information from qualified vendors interested in providing details about their capabilities and services related to the development and administration of the Universal Changing Spaces Assistance Fund.

The Universal Changing Spaces Assistance Fund is a statewide initiative intended to increase the availability of universal changing spaces in public-serving facilities throughout Alaska. Universal changing spaces provide safe, dignified, and accessible accommodation for children, youth, and adults who require caregiver assistance with toileting, diapering, or personal care.

Through this Request for Information (RFI), GCDSE seeks information from vendors with experience in grant administration, accessibility initiatives, disability-related programs, community outreach, technical assistance, and project management. Specifically, we are interested in understanding the current market and identifying available solutions. Additionally, we request general budget ranges for any services or products related to this initiative. Information gathered through this process may be used to inform future solicitations or procurements.

Background Information:

Many Alaskans with disabilities, complex medical conditions, traumatic brain injuries, dementia, and other support needs cannot safely use traditional restroom facilities or standard baby changing stations. The lack of accessible changing facilities limits community participation, creates barriers for caregivers, and can result in individuals being changed in unsafe, unsanitary, and undignified locations.

The Universal Changing Spaces Assistance Fund was established to support the installation of universal changing spaces in public-serving facilities across Alaska. The fund is intended to provide financial assistance for qualifying projects and to promote inclusive design and accessibility statewide.

During FY27, the program is anticipated to focus primarily on planning, stakeholder engagement, program design, and infrastructure development. Initial activities may include development of grant criteria, outreach and education, creation of technical assistance resources, establishment of partnerships, and development of a centralized information hub. Future phases may include administration of competitive grants supporting installation of universal changing spaces throughout Alaska.

GCDSE anticipates the selected administrator would assist with activities such as:

- Development and administration of a competitive grant program.
- Development of grant guidelines, eligibility requirements, and application materials.
- Outreach and education to potential applicants and community partners.
- Technical assistance regarding universal changing space design standards and best practices.
- Coordination of application review and funding recommendations.
- Grant monitoring, reporting, and compliance activities.
- Development and maintenance of informational resources for applicants.
- Coordination with GCDSE and funding partners regarding program implementation and outcomes.

Response Information:

Vendors interested in providing details about their capabilities and services related to administering the Universal Changing Spaces Assistance Fund are invited to submit responses addressing the following:

1. Organization Profile
 - Provide the organization's name, address, primary contact person, telephone number, email address, and website.
 - Describe the organization's mission and relevant experience.
2. Relevant Experience
 - Describe experience administering grant programs, competitive funding opportunities, or similar initiatives.
 - Include examples of previous grant programs managed, funding amounts administered, and outcomes achieved.
3. Accessibility and Disability Expertise
 - Describe experience working with people with disabilities, accessibility initiatives, universal design, inclusive community development, or related programs.
 - Describe any experience related to built-environment accessibility projects.
4. Program Administration Approach
 - Describe how your organization would approach the administration of a statewide Universal Changing Spaces Assistance Fund.
 - Include how your firm would approach processes for outreach, application review, technical assistance, monitoring, and reporting.
5. Stakeholder Engagement and Partnerships
 - Describe experience collaborating with nonprofit organizations, businesses, local governments, disability vendors, architects, builders, or other community partners.
 - Describe strategies for engaging in underserved and rural communities.
6. Staffing and Organizational Capacity
 - Describe staff resources available to support the project.
 - Describe your organization's ability to provide services statewide.

7. Budget and Administrative Costs

- The State is seeking general market pricing to help with possible future procurement planning. Detailed or binding cost proposals are not required. Respondents should outline budget ranges for administering the services, including any one-time costs and ongoing operational costs, specifically focusing on the Universal Changing Spaces Assistance Fund, for the following areas:
 - i. Estimated costs associated with FY27 planning and startup activities, including:
 - 1. Development of grant program guidelines and application materials.
 - 2. Development of outreach and educational materials.
 - 3. Stakeholder engagement and partnership development.
 - 4. Development and maintenance of a centralized information hub or webpage.
 - 5. Reporting and coordination with GCDSE.
 - ii. Estimated costs associated with future administration of a competitive grant program, including:
 - 1. Application review and processing.
 - 2. Technical assistance to applicants.
 - 3. Grant monitoring and reporting.
 - 4. Fiscal administration and compliance oversight.
 - iii. Recommended administrative fee structure as a percentage of available funds.
 - iv. Recommendations regarding the minimum funding level necessary to operate an effective statewide program.

8. Project Readiness

- Describe your organization's availability and anticipated timeline for assisting with program development and future implementation.

9. Additional Recommendations

- Identify any challenges, opportunities, or recommendations GCDSE should consider when establishing the Universal Changing Spaces Assistance Fund.

Interested parties who believe they can provide the services described in this RFI must submit their response in PDF or Microsoft Word format via email by **2:00 PM on Tuesday, August 6, 2026**, to the following person:

Dorothy Tauaese-Puletapuai
Procurement Specialist
Department of Health
Division of Departmental Support Services
Phone: 907.444.6313
Email: dorothy.v.tauaese-puletapuai@alaska.gov

You must also copy doh.procurement.proposals@alaska.gov on the email submission.

It is the responsibility of the interested party to follow up via email to ensure that your response was received prior to the specified date and time.

All questions must be directed to the procurement specialist listed above.

Important Notice:

Responding to this RFI is not a requirement for any future contract opportunities. Responses to this RFI are for informational purposes only and will not be evaluated. This RFI does not extend any rights to prospective vendors or obligate the state to conduct a solicitation or execute a contract. Nor will the State be financially responsible for any costs associated with the preparation of any response to the requested information. This RFI is issued for the sole purpose of obtaining information as described in this notice. However, the information obtained from this request may be used to prepare a solicitation or contract in the future.

Disclosure of Response Contents:

If a solicitation or contract results from this RFI, all response information, including the name of the respondent, will be held confidential until the time a Notice of Intent to Award (NOIA) is issued. Thereafter, responses will become public information.

The Alaska Public Records Act (ARPA) requires public records to be open to reasonable inspection.

Trade secrets and other proprietary data contained in responses may be held confidential if the respondent requests it in writing to the procurement officer and the procurement officer agrees in writing. The respondent's request must be included with the response, must clearly identify the information to be held confidential, and include the reasons for confidentiality.