

STATE OF ALASKA RFP 2015-0800-2707  
AMENDMENT NUMBER 5

RETURN THIS AMENDMENT IN YOUR PROPOSAL TO:



Department of Commerce,  
Community and Economic Development  
Attention: Gina Chalcroft  
State Office Building - Ninth Floor  
333 Willoughby Avenue  
P.O. Box 110803  
Juneau, AK 99811-0803

THIS IS NOT AN ORDER

DATE AMENDMENT ISSUED: September 22, 2014

RFP TITLE: **Alaska Community Coastal Protection Project**

AMENDMENT 5

**THERE IS A CHANGE TO THE RFP PROPOSAL RECEIPT DEADLINE: Proposals must be time and date stamped by the issuing office no later than 2:00 PM., Alaska Standard Time on Tuesday, October 14, 2014.** An offeror's failure to submit its proposal prior to the deadline will cause the proposal to be disqualified. Late proposals or amendments will not be opened or accepted for evaluation.

**IMPORTANT NOTE TO BIDDERS:** In order for your proposal to be considered responsive, this amendment, in addition to your proposal and all other required documents, must be signed, dated, and included in your proposal. All other sections of the RFP remain the same.

  
Gina Chalcroft  
Procurement Specialist  
PHONE: (907) 465-2519  
FAX: (907) 465-5441

NAME OF COMPANY

SIGNATURE

DATE

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**The Following is deleted in its entirety:**

~~**1.01 Return Mailing Address, Contact Person, Telephone, Fax Numbers and Deadline for Receipt of Proposals**~~

~~Offerors must submit one (1) original proposal and three (3) copies of the proposal to the procurement officer in a sealed envelope. The cost proposal must be included **ONLY** in the proposal marked "Original." The sealed proposal package must be addressed as follows:~~

**And replaced with the following:**

**1.01 Return Mailing Address, Contact Person, Telephone, Fax Numbers and Deadline for Receipt of Proposals**

Offerors must submit one (1) original proposal and five (5) copies of the proposal to the procurement officer in a sealed envelope. The cost proposal must be included **ONLY** in the proposal marked "Original." The sealed proposal package must be addressed as follows:

**The Following is deleted in its entirety:**

~~**1.01 Return Mailing Address, Contact Person, Telephone, Fax Numbers and Deadline for Receipt of Proposals**~~

~~Proposals must be received no later than **2:00 P.M., Alaska Time on Friday, October 3, 2014.** Faxed/Electronic or Oral proposals are **not** acceptable.~~

**And replaced with the following:**

**1.01 Return Mailing Address, Contact Person, Telephone, Fax Numbers and Deadline for Receipt of Proposals**

Proposals must be received no later than **2:00 P.M., Alaska Time on Tuesday, October 14, 2014.** Faxed/Electronic or Oral proposals are **not** acceptable.

**The Following is deleted in its entirety:**

~~**1.02 Contract Term and Work Schedule**~~

~~The approximate contract schedule is as follows:~~

- ~~● Issue RFP: September 4, 2014~~
- ~~● Pre Proposal Conference: September 22, 2014~~
- ~~● Written Comments Due: September 23, 2014~~
- ~~● Deadline for Receipt of Proposals: October 3, 2014~~
- ~~● Proposal Evaluation Committee complete evaluation by: October 16, 2014~~
- ~~● State of Alaska issues Notice of Intent to Award a Contract: October 16, 2014~~
- ~~● State of Alaska issues contract: October 28, 2014~~

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**And replaced with the following:**

**Contract Term and Work Schedule**

The approximate contract schedule is as follows:

- Issue RFP: September 4, 2014
- Pre Proposal Conference: September 22, 2014
- Written Comments Due: October 3, 2014
- Deadline for Receipt of Proposals: October 14, 2014
- Proposal Evaluation Committee complete evaluation by: October 24, 2014
- State of Alaska issues Notice of Intent to Award a Contract: October 24, 2014
- State of Alaska issues contract: November 4, 2014

**The Following is deleted in its entirety:**

**~~1.09 Questions Received Prior to Opening of Proposals~~**

~~Offerors may email inquiries or questions concerning this RFP to obtain clarification of requirements. Inquiries or questions are due by 4:30 p.m., Alaska Time September 23, 2014. Email inquiries/questions must be sent to Gina Chalcraft @ [gina.chalcraft@alaska.gov](mailto:gina.chalcraft@alaska.gov) with the subject line: "RFP 2015-0800-2707". Questions will be answered and posted to the online public notice system and emailed to registered offerors. No Phone Calls Please.~~

**And replaced with the following:**

**1.09 Questions Received Prior to Opening of Proposals**

Offerors may email inquiries or questions concerning this RFP to obtain clarification of requirements. Inquiries or questions are due by 4:30 p.m., Alaska Time, October 3, 2014. Email inquiries/questions must be sent to Gina Chalcraft @ [gina.chalcraft@alaska.gov](mailto:gina.chalcraft@alaska.gov) with the subject line: "RFP 2015-0800-2707". Questions will be answered and posted to the online public notice system and emailed to registered offerors. No Phone Calls Please.

**The Following is deleted in its entirety:**

**2.08 Prior Experience**

~~In order for offers to be considered responsive offerors MUST meet the following minimum prior experience requirements.~~

- ~~• The Offeror must have been in business for at least three years and be able to show prior experience in project management for large capital projects; long-term projects requiring relatively large sums of funding to acquire, develop, improve, and/or maintain a capital asset (such as land, buildings, infrastructure).~~

**And replaced with the following:**

**2.08 Prior Experience**

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In order for offers to be considered responsive offerors **MUST** meet the following minimum prior experience requirements.

- The Offeror must have been in business for at least three years;
- Project lead/manager assigned to the project must be able to show three years prior experience in project planning for large capital projects; long-term projects requiring relatively large sums of funding to acquire, develop, improve, and/or maintain a capital asset (such as land, buildings, infrastructure).

**The Following is deleted in its entirety:**

**~~3.03 Standard Contract Provisions~~**

~~The contractor will be required to sign and submit the attached State's Standard Agreement Form for Professional Services Contracts (form 02-093/Appendix A). The contractor must comply with the contract provisions set out in this attachment. **No alteration of these provisions will be permitted without prior written approval from the Department of Law. Objections to any of the provisions in Appendix A must be addressed in writing by September 23, 2014. Requests to materially alter Appendix A after the due date of proposals will not be entertained.**~~

**And replaced with the following:**

**3.03 Standard Contract Provisions**

The contractor will be required to sign and submit the attached State's Standard Agreement Form for Professional Services Contracts (form 02-093/Appendix A). The contractor must comply with the contract provisions set out in this attachment. **No alteration of these provisions will be permitted without prior written approval from the Department of Law. Objections to any of the provisions in Appendix A must be addressed in writing by October 3, 2014. Requests to materially alter Appendix A after the due date of proposals will not be entertained.**

**The Following is deleted in its entirety:**

**~~3.06 Insurance Requirements~~**

~~Offerors must review form APPENDIX B1, attached, for details on required coverage. **No alteration of these requirements will be permitted without prior written approval from the Department of Administration, Division of Risk Management. Objections and/or requests for modifications to any of the requirements in APPENDIX B1 must be addressed in writing by September 23, 2014. Requests to materially alter Appendix B1 after the due date of proposals will not be entertained**~~



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**And replaced with the following:**

**3.06 Insurance Requirements**

Offerors must review form APPENDIX B1, attached, for details on required coverage. **No alteration of these requirements will be permitted without prior written approval from the Department of Administration, Division of Risk Management. Objections and/or requests for modifications to any of the requirements in APPENDIX B1 must be addressed in writing by September 23, 2014. Requests to materially alter Appendix B1 after the due date of proposals will not be entertained.**

**The Following is deleted in its entirety:**

**Attachment 11  
PROPOSAL RESPONSIVENESS CHECKLIST**

<del>Proposal received by 2:00 PM, Friday, October 3, 2014 in the Procurement Office on the Ninth Floor, 333 Willoughby Avenue, Juneau, Alaska 99801. (see Section 1.01)</del>
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<del>Proposal includes One original and 3 Copies (4 total copies)</del>
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**And replaced with the following:**

**Attachment 11  
PROPOSAL RESPONSIVENESS CHECKLIST**

Proposal received by 2:00 PM, Tuesday, October 14, 2014 in the Procurement Office on the Ninth Floor, 333 Willoughby Avenue, Juneau, Alaska 99801. (see Section 1.01)
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Proposal includes One original and 5 Copies (6 total copies)
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**The following question has been asked and answered**

**Q.** In section 2.08, our firm would like to ask if three years employment experience in the field can be substituted for length of business?

**A.** No.

Attachments: Revised Attachment 11

# REVISED Attachment 11 PROPOSAL RESPONSIVENESS CHECKLIST

## Alaska Community Coastal Protection Project

### RFP #2015-0800-2707

The following information must be included in each proposal. Proposers who do not respond to each item as specified below will be considered "non-responsive" and the proposal will not be accepted for evaluation and possible award of contractual services.

This checklist may not be all inclusive of the items required to be submitted in the proposal. In case of a conflict between this checklist and the RFP, the requirements of the RFP will prevail.

(Proposers are encouraged to use this checklist in preparation of proposals).

Description	Checklist
Proposal received by 2:00 PM, Tuesday, October 14, 2014 in the Procurement Office on the Ninth Floor, 333 Willoughby Avenue, Juneau, Alaska 99801. (see Section 1.01)	
Proposal <b>includes One original and 5 Copies (6 total copies)</b>	
Any amendments to the RFP	
Attachment 3 – Proposer Information and Assurance Form	
Attachment 4 – Certificate of Independent Price Determination	
Attachment 5 – RFP Cost Schedule	
Attachment 6 – Alaska Bidder Preference Affidavit	
Proof of Alaska Business License & Other Required Licenses	
Prior Experience Requirements	
Conflict of Interest and Restrictions	
Subcontractors List	
Understanding of the Project	
Methodology & Management Plan Used for the Project	
Experience and Qualifications	