



Date: **October 22, 2025**

Project: **Financial Advisor Services Term Contract**
Solicitation No.: **RFP AIDEA26-026**
Addendum No. **One (1)**

TO ALL PLANHOLDERS:

The enclosed addendum amends the documents for the above referenced Project:

- 1. QUESTION: SEC. 1.07 RETURN INSTRUCTIONS indicates offerors must submit one hard copy of the proposal in writing. It also indicates proposals may be submitted via email. May proposals be submitted only by email without hard copies shipped to the physical address?**

ANSWER: *Yes, Proposal may be submitted only via email without hard copies.*

SEC. 1.07 RETURN INSTRUCTIONS

Offerors must submit one hard copy of their proposal, in writing, and one electronic copy, to the contracting officer in a sealed package. The cost proposal included with the package must be sealed separately from the rest of the proposal and must be clearly identified. The sealed proposal package(s) must be addressed as follows:

Alaska Industrial Development and Export Authority
Attention: Kelly W. Noble
Request for Proposal (RFP) Number: **AIDEA26-026**
RFP Title: **Financial Advisor Services Term Contract**
813 West Northern Lights Blvd.
Anchorage, AK 99503

If using U.S. mail, please use the following address:

813 West Northern Lights Blvd.
Anchorage, AK 99503

If using a delivery service, please use the following address:

813 West Northern Lights Blvd.
Anchorage, AK 99503

If submitting a proposal via email, the technical proposal and cost proposal must be saved as separate PDF documents and emailed to **PROCUREMENT@AIDEA.ORG** as separate, clearly labeled attachments, such as "Vendor A – Technical Proposal.pdf" and "Vendor A – Cost Proposal.pdf". The email must contain the RFP number in the subject line.

The **maximum** size of a single email (including all text and attachments) that can be received by the Authority is **20mb (megabytes)**. If the email containing the proposal exceeds this size, the proposal must be sent in multiple emails that are each less than 20 megabytes and each email must comply with the requirements described above.

Please note that email transmission is not instantaneous. Similar to sending a hard copy proposal, if you are emailing your proposal, the Authority recommends sending it with enough time to ensure the email is delivered by the deadline for receipt of proposals.

It is the offeror's responsibility to contact the issuing agency at **(907) 771-3909** to confirm that the proposal has been received. The Authority is not responsible for unreadable, corrupt, or missing attachments.

END OF ADDENDUM

We appreciate your participation in this solicitation.