



ADDENDUM ONE

Request for Proposal 21021 Strategic Planning Facilitator

August 14, 2020

EMAIL TO: All IRFP recipients on record.

The Request for Proposal (IRFP) is hereby clarified or changed as follows:

1. Please be advised AIDEA is able to accept proposals electronically. Please submit proposals to asargento@aidea.org no later than Proposal Due date.

QUESTIONS AND ANSWERS:

2. **Q.** The IRFP states that the work will be performed in the client's place of business, does that mean that staff meetings and the planning sessions are expected to take place at my work location?
A. A venue will be provided for meetings and planning sessions.
3. **Q.** Due to COVID will sessions and meetings take place in person or via Zoom or comparable platform?
A. Preference is to have meetings in person. AIDEA observes a COVID mitigation plan. Adequate space and PPE will provided for meeting and planning sessions. Concerns with in-person meetings should be addressed in proposals.



4. **Q.** Will there be any need for travel outside of Anchorage?

A. We anticipate the meeting and planning session venue to be located in Anchorage, but may be scheduled for alternative nearby locations like the Wasilla/Palmer area. Terms of travel can be discussed during negotiations of the contract. Proposal should address level of interest for travel outside of Anchorage. Please address availability to travel and areas willing to travel under proposal.

All other terms and conditions remain the same.

END OF ADDENDUM

We appreciate your participation in this solicitation.

Sincerely,

Lex Sargento
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