

**Date:** August 5, 2022

**RE:** Addendum No. One

**RFP:** 23012

**Project:** State Energy Security Plan

**Date and Hour Bids Due:** August 18, 2022 at 2:00p.m., prevailing Anchorage time.

#### **NOTICE TO BIDDERS:**

Bidders must acknowledge receipt of this addendum prior to the hour and date set for the bid due date by one of the following methods:

- (a) By acknowledging receipt of this addendum on the proposal form submitted.
- (b) By email or telefacsimile which includes a reference to the project and addendum number.

The bid documents require acknowledgment individually of all addenda to the drawings and/or specifications. This is a mandatory requirement and any bid received without acknowledgment of receipt of addenda may be classified as not being a responsive bid. If, by virtue of this addendum it is desired to modify a bid already submitted, such modification may be made by email or telefacsimile provided such an email or telefacsimile makes reference to this addendum and is received prior to the opening hour and date specified above.

#### ***TO All Plan Holders recipients on record:***

The RFP Package is hereby clarified or changed as follows:

- **Item #1:**

**QUESTION:** Is a hard copy of the proposal required?

**ANSWER:** No. Proposals can be submitted to the email address [procurement@aidea.org](mailto:procurement@aidea.org) . Please make sure your cost proposal is saved and attached as a separate file.

- **Item #2:**

**QUESTION:** Can we get a copy of the existing emergency plan?

**ANSWER:** No. The State Energy Security Plan (SESP) does not exist. The State of Alaska Emergency Operations plan is a confidential document and cannot be shared with all potential bidders.

- **Item #3:**

The exercise portion of the Scope is greyed out. Funding for this project currently expires on June 20, 2023. AEA believes that date can be extended and if/when that occurs, exercises will be requested.

- **Item #4:**

**QUESTION:** Section 4.02, Special Formatting Requirements, how can the offeror respond anonymously?

**ANSWER:** In Section 4.02, Special Formatting Requirements, how can the offeror respond anonymously? That section was left in, in error. Please see "Anonymity" is struck from the section and the submittal forms no longer require it.

## **SPECIAL FORMATTING REQUIREMENTS**

The offeror must ensure that their proposal meets all special formatting requirements identified in this section.

**Documents and Text:** All attachment documents must be written in the English language, be single sided, and be single spaced with a minimum font size of 10. Pictures or graphics may be used if the offeror feels it is necessary to communicate their information, however, be aware of the below requirements for page limits.

**Anonymity:** ~~Some Submittal Forms listed below must not contain any names that can be used to identify who the~~

offeror is (such as company names, offeror name, company letterhead, personnel names, project names, subconsultant names, manufacturer or supplier names, or product names).

**Page Limits:** Some Submittal Forms listed below have maximum page limit requirements. Offerors must not exceed the maximum page limits. Note, the page limit applies to the front side of a page only (for example, '1 Page' implies that the offeror can only provide a response on one side of a piece of paper).

Submittal Form	Anonymou s Document	Maximum Page Limits
Submittal Form A – Offeror Information and Certifications		
<b>Submittal Form B – Experience and Qualifications</b>	<b>NO</b>	<b>5</b>
<b>Submittal Form C – Understanding of the Project</b>	<b>NO</b>	<b>5</b>
<b>Submittal Form D – Methodology Used for the Project</b>	<b>NO</b>	<b>5</b>
<b>Submittal Form E – Management Plan for the Project</b>	<b>NO</b>	<b>5</b>
Submittal Form F – Subcontractors		
Submittal Form G – Cost Proposal		

Any Submittal Form that is being evaluated and does not follow these instructions may receive a '1' score for the evaluated Submittal Form, or the entire response may be deemed non-responsive and rejected. Failure to submit any of the Submittal Forms will result in the proposal being deemed non-responsive and rejected.

- **Item #5**

**QUESTION:** Will another round of regional energy plans will be included within the scope of work within this RFP?

**ANSWER:** No, this project is significantly different than energy planning. AEA does not have a plan or funding for regional energy planning at this time.

**Item #6:**

**QUESTION:** Can you clarify if the exercises should be included in this bid?

**ANSWER:** AEA would like to know that the offeror has the understanding an ability to plan, organize and implement SESP exercises. However, it is not a required portion of the project at this time, it would be negotiated as a change order.

If the funding date can be extended, AEA will work with the selected contractor to create exercises that would be effective in making sure the SESP is up to date.

- **Item #7:**

**Appendix A- STANDARD AGREEMENT FORM**

Added form. Attached.

- **Item #8:**

**Appendix B- INDEMINIFICATION AND INSURANCE**

Added form. Attached.

- **Item #9:**

**Appendix E- CERTIFICATION OF COMPLIANCE**

Added form. Attached.

- **Item #10:**

**DEBARMENT CERTIFICATION**

Added form. Attached.

- **Item #11:**

**SAMPLE NTP**

Added form. Attached.

- **Item #12:**  
**RFP SUBMITTAL FORMS**  
Added form. Attached.

All other terms and conditions remain the same.

**END OF ADDENDUM**

We appreciate your participation in this solicitation.

Sincerely,  
*Selwin C. Ray*  
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Contracting Officer  
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