



ADDENDUM NO. 1

This addendum consists of 1 page

TO: All Planholders
FROM: Stephanie Randall, Human Resources Director
DATE: September 1, 2023
SUBJECT: Request for Proposals – 2023 Classification Study Survey Questions

Proposers must acknowledge receipt of this Addendum in the appropriate place on the Proposal Form. Failure to do so may result in the disqualification or rejection of the proposal.

Note: Information in this addendum takes precedence over original information. All other provisions of the document remain unchanged.

A. Plan Holders Questions

1. 01-01 Question: Do we have to have a license in Alaska and provide with proposal or can we just get a license if we are hired for this study?

Response: Information related to Licenses is included under Paragraph 2.5 of the Request for Proposals. If the Proposer submits documentation from a jurisdiction outside Alaska, such documentation must be accepted as valid by the State of Alaska for performance in Alaska prior to award of the contract. No contract will be awarded without copies of all required licenses and certifications being provided and accepted by the City.

2. 01-02 Question: Do we have to have experience in Alaska to bid this project as we have worked in 47 states except Alaska and conducted more than 1200 similar studies?

Response: Information related to Experience is included under Paragraph 4.4 of the Request for Proposals. Experience in Alaska should be detailed but is not required.

3. 01-03 Question: Is there a preferred timeline for completing this study?

Response: Information related to Timeline is included under Paragraph 1.5 of the Request for Proposals. The project must be completed by January 31, 2024. Information about Project Methodology and Approach is included under Paragraph 4.7 of the Request for Proposal. The Proposal requires detailed information, including the timeline for completion.

4. 01-04 Question: Is the City flexible with the schedule?

Response: Information related to Timeline is included under Paragraph 1.5 of the Request for Proposals. The City is not flexible with the Timeline for the Request for Proposals. The project must be completed by January 31, 2024. Information related to Scope of Work is included under Paragraph 3.5 of the Request for Proposals. The City is flexible with the schedule for the initial meeting and regular meetings. Information about Project Methodology and Approach is included under Paragraph 4.7 of the Request for Proposal. The City is flexible with the work plan and steps to be completed with the timeline for completion by January 31, 2024.

End of Addendum No. 1