

ADDENDUM TWO
Request for Proposal 16005

Air Quality Compliance Consulting Services

November 4, 2015

EMAIL TO: All RFP recipients on record.

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

1. The RFP deadline remains unchanged.
2. Reference Part A – Request for Proposal is replaced in its entirety (Attachment 1). The following sections were changed:
 - Price and Method of Payment
 - Price Estimate Format

All other terms and conditions remain the same.

END OF ADDENDUM

We appreciate your participation in this solicitation.

Sincerely,

Rich Wooten, CDT, CPSM
Contract Compliance Specialist
rwooten@aidea.org, 907-771-3019



SMALL PROCUREMENT DOCUMENTS

for Construction Related Professional Services - RFP, Proposal & Award per AS 36.30.320 and 2 AAC 12.400

PART A - REQUEST FOR PROPOSALS

GENERAL INFORMATION

These documents consist of three parts (Part A - Request for Proposals; Part B - Proposal Form; Part C - Contract Award, Notice to Proceed & Invoice Summary), -- **plus the current edition dated April 2014 of the Standard Provisions Booklet** (DOT&PF Standard Provisions for Small Procurements of Construction Related Professional Services) that is hereby incorporated by reference. The Booklet will not be distributed with any of the three parts; however a

copy may be obtained in person at the Contracting Agency's office or by telephoning the Agency to obtain instructions for receiving an electronic copy. The Booklet contains copies of the Small Procurements Procedure (Chapter 2 of the PSA Manual), Appendix A (General Conditions), Appendix C (Compensation), Exhibit C-1 (Methods of Payment), Appendix D (Indemnification and Insurance), and Appendix E (Certification for Licenses and Insurance).

Project Title: Air Quality Compliance Consulting Services		Contracting Agency:	
Project Number(s): N/A	RFP #: 16-005	Alaska Energy Authority 813 West Northern Lights Anchorage, AK 99503	
Project Site (City, Village, etc.) Various Alaska Locations			
Agency Contact: David Lockard, Project Manager		Phone: (907) 771-3062 Fax: (907) 771-3044	
Estimated Amount of Proposed Contract:		<input checked="" type="checkbox"/> less than \$50,000 <input type="checkbox"/> \$50,000 to \$100,000 <input type="checkbox"/> \$100,000 to \$150,000 <input type="checkbox"/> \$150,000 to \$200,000	

REQUIRED SERVICES: are described in the enclosure consisting of two (2) pages, dated 10/29/2015

REQUIREMENTS FOR PROPOSING:

Offerors interested in responding to this request must meet the following minimum requirements. Except as noted, the Offerors may meet these requirements through the use of qualified individuals of the Offeror or subcontractors.

- Demonstrated experience in EPA and DEC regulatory analysis and permitting related to the operation of diesel gensets (size range 50kW-1.5MW), including NSPS and RICE-NESHAP regulations
- Demonstrated familiarity with the types of diesel gensets used in rural Alaska
- Demonstrated familiarity with Alaska's energy infrastructure and unique characteristics

Note: Offerors shall carefully review this solicitation for defects and questionable or objectionable material. Comments concerning defects and objectionable material must be made in writing and received by the purchasing authority before proposal due date. This will allow issuance of any necessary addenda. It will also help prevent the opening of a defective solicitation and exposure of Offeror's proposals upon which award could not be made. Protests based upon any omission, error, or the content of the solicitation will be disallowed if not made in writing before the proposal due date.

PERIOD OF PERFORMANCE: Begin December 2015 End: December 2016

PROPOSAL FORMAT

Written proposals to provide the required services shall consist of the enclosed "Part B - Proposal Form", completed as indicated, plus a **letter not to exceed five (8.5" x 11") pages**. If a Price Estimate

is required, the page limit does not include the Price Estimate. Proposals that exceed the page limit may be disqualified. Proposals may be faxed or hand delivered to the Contracting Agency.

PRICE AND METHOD OF PAYMENT

A Price Estimate is NOT required with your proposal. The selected Offeror shall submit a Price Estimate within **one** business day following a request from the Contracting Agency.

A Price Estimate is required with your proposal. A Price Estimate shall be provided in the format as shown below.

PRICE ESTIMATE HOURLY BILLING RATES (inclusive of Direct Cost of Direct Labor, all Indirect Costs, and fee)		
JOB CLASSIFICATION	NAME	HOURLY BILLING RATE
<u>Contract Management</u>	_____	\$ _____
<u>Project Management</u>	_____	\$ _____
<u>Regulatory Analysis</u>	_____	\$ _____

SUBMITTAL DEADLINE AND LOCATION		
DATE: November 12, 2015	PREVAILING TIME: 3:00 PM	FAX: (907) 771-3044
		OR Email: RWOOTEN@AIDEA.ORG
Hand deliver proposal directly to following location, and person, if named; or Fax to a number above:		
Alaska Energy Authority Attn: Rich Wooten 813 West Northern Lights Anchorage, AK 99503	<u><i>When submitting proposals, please make sure to identify the project title and the RFP number on the outer envelope of the submittal package</i></u>	
Late proposals will not be considered. Offerors are responsible to assure timely delivery and receipt and are encouraged to respond at least four business hours prior to the above deadline. Any addendum issued less than 24 hours prior to a Deadline will extend that Deadline by a minimum of an additional 24 hours. The Contracting Agency shall not be responsible for any communication equipment failures or congestion and will not extend the deadline for any proposals not received in their entirety prior to the deadline. Except for hand delivered proposals, confirmation of receipt by telephone or other means four hours or less prior to deadline will not be provided. (An out-of-town/state Offeror may electronically transmit their proposal to a local personal representative who may reproduce a copy of it and deliver it "in person" to the submittal location prior to the deadline.)		

BASIS OF SELECTION

This solicitation does not guarantee that a contract will be awarded. All proposals may be summarily rejected. Our intent, however, is to select a Contractor based on the following criteria:

- 1) Project Understanding and Commitment
- 2) Methodology and Work Plan
- 3) Personnel & Firm Qualifications, Experience
- 4) Price Estimate (*if* required with proposal).
- 5) Other (specify): Quality of Proposal

Proposals will be evaluated per Chapter 2 of the DOT&PF PSA Manual.

END OF PART A