



Addendum No. Three
RFP AIDEA25-053
AIDEA STAFFING SERVICES

Date: **April 22, 2025**

TO ALL PLANHOLDERS:

The enclosed addendum amends the documents for the above-mentioned Project:

- 1. QUESTION: Regarding RFP AIDEA25-053, Part C, 8(A) on page 9, are business licenses and insurance included in the 10-page limit?**

ANSWER: *No, business licenses and insurance are not counted toward the 10-page limit.*

- 2. QUESTION: Regarding RFP AIDEA25-053 and AIDEA25-053 Addendum 1, Please reconfirm what documents/forms are required to be submitted with the response and which ones are optional. The list of documents/forms below is what we currently understand should be included, and optional, with our Technical Proposal and Price Proposal response?**

ANSWER:

#	Documents and Forms	Required, signed and dated by an Authorized representative.	counted toward the 10-page limit
1	<u>Technical Proposal</u> 1. Objectives, Services and Commitments 2. Management and Quality Control 3. Past Performance	Yes	Yes
2	Part D Proposal Form	Yes	No
3	Former Employee's Certification of Eligibility Under the Alaska Executive Branch Ethics Act (AS 39.52.140, AS 39.52.180)	Yes.	No
4	Certification Of Contractor and Lower-Tier Participants Regarding Debarment, Suspension, and Other Ineligibility and Voluntary Exclusion	Yes	No
5	Certification of Compliance, Appendix E	Yes, proposers are responsible for ensuring compliance with state registration laws and should include the necessary documentation for any individual proposed to serve in a capacity requiring registration.	No
6	Business License (optional)	Yes.	No
7	Price Proposal -Labor Billing Rates	Yes	No



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8	Insurance (optional)	It serves as a guideline for the required insurance and indemnification provisions. If your proposal is selected for the award, the Certificate of Insurance based on this documentation will need to be provided in order to execute the Professional Services Agreement and the Notice to Proceed.	No

4. QUESTION: Is there an expectation to have one markup across all personnel, or can we propose different markups for separate job titles/labor categories?

ANSWER: Yes, there is an expectation to propose *a single, uniform markup rate that applies across all job titles and labor categories*. This standardization ensures consistency, simplifies evaluation, and facilitates administrative efficiency in the application and management of the contract. Proposals should reflect a single markup percentage applicable to all labor categories included in the scope of work.

9. Labor Billing Rates (Required Format)

12. Weight: 40

Provide a proposed total Mark-Up Rate inclusive of All Indirect Costs and Fees. (i.e. If the Authority states that a Leased Employee must be paid \$50 per hour and the proposed Mark-Up Rate is 1.50, the amount the selected vendor would charge the Authority would be \$50 x 1.50 = \$75 per hour.

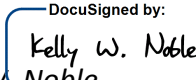
Example:		
Labor Categories	Labor Rate	Markup
All	All	(example) 1.50

*In accordance with the submittal Checklist (rfp-b'), item 10.3, Billing Rates must be signed and dated by the person who prepares it (maybe different signatures for each Subcontractor)

END OF ADDENDUM

We appreciate your participation in this solicitation.

Sincerely,

DocuSigned by:

 Kelly W. Noble

AIDEA Chief Procurement Officer

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