

STATE OF ALASKA

Department of Health

Division of Finance and Management Services



Alaska Primary Care Office Community Health Needs Assessment

IRFP 1626-039

Amendment No. One

June 30, 2026

This amendment is being issued to clarify proposal submission deadline, to respond to questions received, and to post an alternate version of Attachment 1 Submittal Forms A-F.

Offerors must use Submittal Form A – Offeror Information to acknowledge this amendment.

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Changes to the IRFP:

Change 1: The following section is updated/corrected:

SEC. 1.03 DEADLINE FOR RECEIPT OF PROPOSALS

Proposals must be received no later than 2:30 p.m. prevailing Alaska time on July 9, 2026. Late proposals or amendments will be disqualified and not opened or accepted for evaluation.

Change 2: The following section is updated:

SEC. 1.12 IRFP SCHEDULE

The IRFP schedule set out herein represents the State of Alaska's best estimate of the schedule that will be followed. If a component of this schedule, such as the deadline for receipt of proposals, is delayed, the rest of the schedule may be shifted accordingly. All times are prevailing Alaska time.

ACTIVITY	TIME	DATE
Issue Date/IRFP Released		Wednesday, June 24, 2026
Pre-Proposal Conference	10:00 a.m.	Monday, June 29, 2026
Deadline to Submit Questions	10:00 a.m.	Thursday, July 2, 2026
Deadline for Receipt of Proposals/Proposal Due Date	2:30 p.m.	Thursday, July 9, 2026
Proposal Evaluations Complete		Monday, July 13, 2026
Notice of Award		Monday, July 13, 2026
Contract Issued		Tuesday, July 14, 2026

This IRFP does not, by itself, obligate the State. The State's obligation will commence when the contract is approved by the Commissioner of the Department of Health or the Commissioner's designee. Upon written notice to the contractor, the State may set a different starting date for the contract. The State will not be responsible for any work done by the contractor, even work done in good faith, if it occurs prior to the contract start date set by the State.

Change 3: The following section is updated:

ATTACHMENT 2 – COST PROPOSAL

Attachment 2 – Cost Proposal is updated to reflect the time and date clarification noted above. Cost Proposals must be submitted on or before 2:30 p.m., prevailing Alaska time, on Thursday, July 9, 2026.

Change 4: The following document is replaced:

ATTACHMENT 1 – SUBMITTAL FORMS A – F

Attachment 1 – Submittal Forms A – F was previously attached, in error, as a pdf. A Word version of this document has been added. This enables potential offerors to fill in the document as required. No changes have been made, and all previous requirements remain in place.

Questions submitted by potential offerors and answers from the State:

Question 1:

Stakeholder partners (Sec. 3.01.3): The scope of work requires partnering with at least two external interested parties in addition to the State health director. Does the Department have specific organizations — or types of organizations — it expects the contractor to engage, or is partner selection left to the offeror? Relatedly, will the Primary Care Office facilitate introductions to these partners, including to the State health director?

Answer 1:

The Primary Care Office Director will work closely with the contractor to facilitate introductions and brainstorm appropriate partners. Examples of appropriate partners might be Tribal Health Organizations, Federally Qualified Health Centers, the Alaska Primary Care Association, and the Alaska Area Health Education Center.

Question 2:

Primary vs. secondary data: Within the stated \$35,000–\$40,000 budget, does the Department anticipate new primary data collection (for example, a statewide survey), or is the assessment expected to synthesize existing authoritative data sources together with stakeholder input?

Answer 2:

The assessment is expected to synthesize existing data sources together with stakeholder input.

Question 3:

State-provided data access: Will the State provide the contractor access to internal datasets — such as Medicaid enrollment, vital statistics, or program service-delivery data — or is the contractor expected to independently source all data used in the assessment?

Answer 3:

The contractor should use publicly available data. The State does not anticipate providing access to internal data sets.

Question 4:

2021 Primary Care Needs Assessment, branding, and template: Will the 2021 assessment (Attachment 3), the SOA DOH branding guidelines, and any preferred structure for the reusable annual report template be provided to the awarded contractor?

Answer 4:

The 2021 Primary Care Needs Assessment document as well as State of Alaska Branding Guidelines will be provided to the contractor. The contractor and the Primary Care Office Director will work closely together to determine a preferred structure for the reusable annual report template.

End of Amendment 1