



Municipality of Anchorage

Dave Bronson, Mayor
Purchasing Department

October 5, 2022

REQUEST FOR PROPOSAL

RFP 2022P043

Valuation Notices for Real Property

ADDENDUM NO. 1

Please make the following changes to the subject project.

1. Questions and Answers

Where any requirements of the Request for Proposal conflict with an item in an Addendum, the Addendum shall govern.

All other terms and conditions of the Request for Proposal shall remain unchanged and in full force and effect.

This addendum and other documents related to this project are available by visiting the Purchasing office website at:

<http://www.muni.org/Departments/purchasing/Pages/bidding.aspx>

If you have previously submitted a response to this project and wish to have it returned, please email that request to wwpur@muni.org

All other terms and conditions remain unchanged.

Sincerely,

Chris Hunter

Chris Hunter
Deputy Purchasing Director

Questions and Answers

1. Are you currently doing this work in-house, or outsourcing with a vendor?
 - a. We are currently outsourcing this work.

2. If you are outsourcing, who is your current vendor?
 - a. The current vendor is Peregrine Solutions.

3. What necessitated going out to RFP for these services. Is this a mandated process or are you experiencing current outsourced production issues?
 - a. This is a standard procedure with the Municipality of Anchorage. The process ensures that we give equal opportunity to all vendors.

4. Will the Municipality consider a vendor who utilizes their own metering for postage and invoices you after the work at the pass through postage rate? This would be instead of using the Municipality's postage permit.
 - a. We would most likely consider that.

5. We assume an implementation timeline, document design and ASCII data programming, prior to the first run in January. What specific work would then be done as a 'revision of text and/or data' up until January 10th 2023? If the implementation was done earlier, we are just trying to gauge when the custom application would be considered 'finalized' so production could start.
 - a. The template will be solidified prior to December. The biggest challenge will be to ensure that the data get pushed to the right fields and is formatted correctly.

6. The 'mail by' date is January 15th 2023, which is a Sunday. Giving the 10th as a data upload date, this offers the successful vendor less than 3 full business days to mail the 100,000 postcards. Are we correct in this understanding? Is it possible to receive the finalized data before the 10th in order to expand the production and mailing window?
 - a. Municipal Code 12.15.045 A. requires the Assessor to mail notices on or before January 15th. Because the 15th is a Sunday, we will probably send them out the 12th or 13th of January. In a typical year, we will give the vendor the data at least one week prior to the mail date.