Tanana Chiefs Conference
Department of Wellness and Prevention
ADDENDUM NO. 1

Grant Evaluation Services Request for Proposals (RFP)
Issued: November 4, 2026 | RFP reference: Grant Evaluations RFP

This addendum consolidates responses to questions received from prospective bidders and clarifies or corrects the RFP. It is provided to all prospective bidders. Except as expressly modified below, all other RFP terms remain unchanged. In the event of a conflict, this addendum controls.

1. Contract award and program scope
Question: Is TCC seeking a pool of evaluators or one award? How many grants are included?
TCC response: TCC anticipates one contract award for evaluation support for one program: the Garrett Lee Smith Suicide Prevention Grant, funded by the Substance Abuse and Mental Health Services Administration (SAMHSA). Additional future grants are not included in the current scope.

2. Budget and level of effort
Question: What is the anticipated evaluation budget?
TCC response: The maximum budget for evaluation services under this solicitation is $55,000. Bidders should propose a scope and level of effort within this cap.

3. Pricing and contract structure
Question: Are fixed-fee and time-and-materials proposals acceptable?
TCC response: TCC will consider either a time-and-materials or fixed-fee pricing structure, provided the methodology, rates or fees, deliverables, assumptions, and total proposed cost are clearly explained. Hourly rates may be proposed; no single pricing model is mandatory.

4. Data collection and readiness
Question: Will TCC provide analysis-ready data?

TCC response: This is a new grant cycle; evaluation of prior grant cycles is not required. The evaluator will assist with data readiness assessments, community needs assessments, and collection, organization, and analysis of evaluation data. TCC will coordinate access to available

information through its IT program and an existing Behavioral Health evaluator, subject to applicable approvals and privacy requirements. Specific datasets and access permissions will be determined during implementation.

5. Reports, meetings, and training
Question: What reports and engagement activities are expected?
TCC response: Quarterly, annual, and continuation reports are anticipated. Additional reports may be requested to support community outreach and prevention needs. The evaluator may be asked to provide training or technical assistance to new staff and support meetings with staff or leadership as needed. Bidders should describe their approach and assumptions.

6. Remote work and travel
Question: May the work be performed remotely?
TCC response: Remote evaluation services, including services provided by out-of-state firms, are acceptable. Bidders should include the cost of approximately one annual on-site visit to Fairbanks for training and meetings with TCC staff. Any additional travel requirements should be addressed in the proposed work plan.

7. Collaborative proposals and subcontractors
Question: May multiple firms or an out-of-state firm and an Alaska-based or Tribal partner submit together?
TCC response: Yes. TCC will consider collaborative proposals involving multiple entities. The proposal must identify the prime contractor, any subcontractors or partners, and the responsibilities of each. Evaluation and scoring, including Native Preference points, will follow the published RFP criteria. Native Preference provisions are limited to Alaska Native tribes as described in the RFP.

8. Proposal page limit
Question: What counts toward the five-page proposal limit?
TCC response: The five-page limit applies to the narrative proposal only. The cover page, table of contents, Appendix A, business license documentation, pricing/cost proposal, and references do not count toward the five-page limit.

9. References
Question: May references cover projects performed by a principal before joining the bidding firm?
TCC response: Yes. The three required references may include relevant work completed by the firm’s principal investigators or consultants before their association with the current firm.

10. Business licenses
Question: Are State of Alaska and City of Fairbanks licenses required, and when?
TCC response: TCC response: TCC requires contractors to have State of Alaska and Fairbanks business licenses, including for remote and out-of-state firms. Licenses may be obtained after contract award. Bidders should disclose current license status.

11. Insurance requirements
Question: What insurance is required when a firm has no employees or performs no driving?
TCC response: Bidders are responsible for determining and maintaining insurance coverage required by Alaska law. Requests to waive or modify automobile liability requirements will be considered during contracting based on the services provided.

12. Attorney-licensing clause — correction
Question: Does Appendix B, Section 15 require principals to be licensed attorneys?
TCC response: No. The reference in Appendix B, Section 15 to contractor principals being "licensed attorneys in good standing" was included in error and does not apply to this solicitation. No attorney license is required to perform the evaluation services.

13. Data access, confidentiality, and approvals

Question: What datasets or systems will the evaluator access, and what HIPAA or 42 CFR Part 2 approvals or safeguards are required?

TCC response: TCC will work with its IT program and an existing Behavioral Health evaluator to identify and provide access to available data as appropriate. Access to clinical records, Tribal Epidemiology Workgroup data, or state/regional information is not guaranteed by this clarification. Applicable privacy, security, consent, and data-sharing requirements will be addressed before access is granted. [TCC to confirm any specific contractual data-security requirements.]

14. Question deadline and distribution of responses
Question: What is the October 28, 2026 question deadline, and will responses be shared with all prospective bidders?
TCC response: The RFP identified October 28, 2026 as the deadline for bidder questions. This addendum consolidates clarifications for distribution to all prospective bidders on November 4, 2026. All bidders should rely on the same written addendum for these clarifications.

End of Addendum No. 1