



ALASKA RAILROAD CORPORATION
327 W. Ship Creek Ave.
Anchorage, AK 99501
Phone 907-502-0007
HumphreyC@akrr.com

March 8, 2023

Addendum Number 1
RFP 23-16-210610
Background Check Services
Bid Closing: March 17, 2023

This addendum is issued to provide information as follows:

Bidder Questions:

1. Can you define what specific products and services for DOT compliance? Are you looking for all products you define in 1 cost, or would you like to separate them out?
CDL products would be in line with CDL and driving records to verify if members have a history or any issues that would prevent them from operating without DOT clearance. 1 cost would be sufficient as we do not anticipate to break down different items covered under DOT compliance.
2. When referring to the international package, you mention county and federal levels, however those are US based court levels. Is your request to have an equivalent search for your employees from countries other than the US and Canada.
This is very minimal and will happen less than 5 times in a year. Canada will be the most looked at with the possibility of other countries, like the Philippines.
3. Are you currently hiring employees from Canada? If so, we can create a Canadian specific package. We do not group Canadian searches in with general international searches.
We have hired employees from Canada in the past and do not discount that we would do it again.
4. How much are you paying today for your services and/or what is your annual spend?
Under \$7,000 a year
5. What are some things you like about your services today?
Prompt and able to complete virtually
6. What are some areas of improvement you would like to have regarding your screening services?
Investigating missing information without asking us to verify with the applicant.
7. Why are you going to RFP?
Contract ran out and we like to explore other options.

8. Are you using an ATS or recruitment platform. If so, what system?
NEOGOV
9. Being that background screening is Federally regulated, we will have to use our contract, however we are open to you redlining it. Your agreement provided does not cover enough to protect both yourself and GHRR regarding laws that are currently in place. Will this have an impact on your decision?
No, it will not have an impact on our decision.
10. What is the expected annual volume usage of this contract, beyond the 100 seasonal workers as described?
We attempted to fill 250-300 vacancies in 2022.
11. Please define the expected international search volume. Which countries are most frequently called out for this need?
This will be very infrequent, no more than 5. Countries may include Canada or Philippines
12. Does AKRR wish for IT / Cyber Security Verification to include a social media trace? Please provide clarification on the type of file 'hit' this search will be looking for.
This will be very infrequent but for members that work with servers and infrastructure having the capability to determine if a member is a security risk do to past illegal cyber security incidents would be important.
13. As shipping hard copies to Alaska poses a significant cost, we are requesting that an electronic copy only, with an electronic signature and notary, be deemed fully responsive. Is this acceptable?
Electronic copies with verifiable electronic signature would be acceptable.

Please acknowledge receipt of this and all addendums via email. **All other dates, terms and conditions remain unchanged.**

Please direct all responses and/or questions concerning this solicitation to Candice Humphrey, via email HumphreyC@akrr.com.

Respectfully,

Candice Humphrey
Contract Administration Specialist