



Request for Alternate Procurement

Complete all required and/or applicable fields below, save, and email to doa.dgs.purchasing.statewide@alaska.gov.
Include supporting materials and factual evidence after this form or attach separately.

RAP Number

Department

Type

Date Required

Total Estimated Cost

Vendor Name

Executive Summary

Preparer Information

Alternate procurements must be conducted by procurement staff with SSoA procurement certification appropriate for the dollar amount.

Preparer Name

Certification Level

Preparer E-mail

Contact Information

If you would like us to contact someone **other** than the preparer if we have questions or need further information, please provide their name and contact details below.

Contact Name / Phone

Requesting Agency Approval

May not be delegated below Administrative Services Director for small procurements without prior approval from SSoA.

Approver's Name / Title

By entering my initials below, I represent that I am authorized to approve this Request for Alternate Procurement. I confirm that, to the best of my knowledge, all information and evidence submitted in support of this request is accurate and true.

Approver's Initials

Date

Single Source / Limited Competition / Emergency Evidence

For **Single Source**, **Limited Competition**, or **Emergency** RAP types, you must include evidence consisting of material facts sufficient to independently determine that the findings of fact supporting the RAPs approval are true and accurate. Factual evidence may consist of written documents, records, supporting data, affidavits, or other information proving that the findings of fact are true and accurate.

For **Single Source** and **Limited Competition** RAP types, for each piece of evidence submitted, please indicate whether it supports the RAP being in the state's best interest or whether it supports the procurement being impractical to compete using a more competitive procurement method, or both. Remember, evidence supporting "state's best interest" must describe the specific interests affected.

Continue evidence list on new page if necessary.

<u>Evidence</u>	<u>State's Best Interest</u>	<u>Impractical to Compete</u>
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Unanticipated Amendment Exception

Please complete the fields below if submitting an **Unanticipated Amendment Exception (UAE)** RAP. If more space is needed for **Legitimacy**, include that on another page.

Legitimacy

Scope

Does the unanticipated work contain any change(s) to the contract scope of work or alter the intent of the original services?

No

Yes. Explanation attached.

Contract Clauses

Does the original contract contain a clause that authorizes modification?

Yes

No. Explanation attached.

Extent

Does the amendment contain an important general change that alters the main purpose of the contract or does it contain material of such individual importance as to constitute a new undertaking?

No

Yes. Explanation attached.

Emergency

If submitting an Emergency RAP, describe the level of competition that will be used to select a contractor. Attach additional pages if necessary.

The following sections are for completion by Shared Services of Alaska only.

Reviewed by:

Recommended Action:

Delegated Authority

If this request is approved, the procurement must be made under these conditions:

This authority is limited to the goods or services and vendor(s) specified in the RAP and is not to exceed the TOTAL ESTIMATED COST entered on page 1 unless a different amount is entered by SSOA in the SPECIFIC DELEGATION AUTHORITY/RESTRICTIONS/NOTES below.

This authority expires in 60 DAYS from the date of approval.

For goods and/or services related to INFORMATION TECHNOLOGY (IT), this authority is contingent on the receipt of any additional approvals required by your agency and the Office of Information Technology (OIT).

The agency has until the AUTHORITY EXPIRES ON date to establish a contract or amend the contract for these terms or services.

Any contract established must conform to AAM 81.

Prior to issuing an amendment, cost and pricing data must be obtained from the contractor per AS 36.30.400.

Once a contract is established or amended, the agency's normal authority to process unanticipated amendments under 2 AAC 12.485 apply.

Specific Delegation Authority/Restrictions/Notes

Chief Procurement Officer (CPO) Signature

By signature below, I concur with the RECOMMENDED ACTION and any SPECIFIC DELEGATION AUTHORITY/RESTRICTIONS/NOTES entered related to this request.

Signature

STATE OF ALASKA
DECLARATION OF PUBLIC HEALTH DISASTER EMERGENCY

WHEREAS, the United States Centers for Disease Control and Prevention (CDC) has identified COVID-19, a respiratory disease that can result in serious illness or death and that is a new strain of coronavirus not previously identified in humans, as posing a significant public health risk.

WHEREAS, on January 30, 2020, the World Health Organization designated the outbreak of COVID-19 as a Public Health Emergency of International Concern;

WHEREAS, on January 31, 2020, United States Health and Human Services Secretary Alex M. Azar II declared a public health emergency for the United States to aid the nation's healthcare community in responding to COVID-19;

WHEREAS, COVID-19 has been spreading in other states, and throughout Canada, resulting in implementation of public health actions to contain the spread of COVID-19;

WHEREAS, the Commissioner of the Department of Health and Social Services (DHSS) has certified that it is highly probable that an outbreak of COVID-19 will occur in this state in the near future in accordance with Alaska Statute 26.23.900(2)(E);

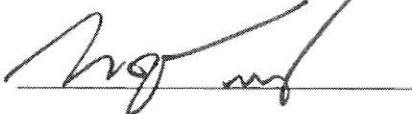
WHEREAS, the imminent threat of an outbreak of COVID-19 will impact every community in the State of Alaska and will significantly affect the life and health of Alaskans statewide;

WHEREAS, a statewide response under Alaska Statute 18.15.390, coordinated by DHSS, is needed to fully address this condition of public health importance;

THEREFORE, on this 11th day of March, 2020, under the authority granted by Alaska Statute 26.23.020(c), I hereby declare that a condition of public health disaster emergency exists statewide, and this condition is of sufficient severity and magnitude to warrant a public health disaster emergency declaration in order to provide assistance.

FURTHER, the Commissioners of the Department of Military and Veterans Affairs (DMVA) and DHSS are hereby authorized to use funds made available for these purposes, that are considered necessary for public health disaster assistance. I anticipate spending of state funds under Alaska Statutes 26.23.020(i) and (k) and 26.23.050. The Commissioner of DMVA is further authorized to task state departments and agencies in accordance with the State Emergency Operations Plan. The Commissioner of DHSS is authorized to exercise the provisions provided under Alaska Statute 18.15.390(1-12).

By:



Mike Dunleavy
Governor

This declaration will allow the governor to exercise his emergency powers to help meet, mitigate, and respond to the dangers posed by COVID-19. Specifically it will allow the Governor to:

- Activate the state's disaster response and recovery aspects of state, local, and interjurisdictional disaster emergency plans
- Direct distribution of any supplies, equipment, materials, and facilities assembled, stockpiled, or arranged to be made available under the state's disaster act
- Use all available resources of the state government and of each political subdivision of the state as reasonably necessary to cope with the disaster
- Transfer personnel or alter the functions of state departments and agencies or units in order to perform or facilitate performance of disaster emergency services
- Make provisions for the availability and use of temporary emergency housing
- Allocate food, water, fuel, clothing, medicine, or supplies
- Assure the release of funds from the state's Disaster Relief Fund to local or state agencies, and "set the table" for the state to obtain further federal disaster assistance

In conjunction with AS 18.15.390, and in coordination with DMVA, provide greater authority to respond quickly to an outbreak in appropriate circumstances, including by:

- Close, direct, compel evacuation of, or decontamination of any facility if there is reasonable cause to believe the facility may endanger public health
- Adopting and enforcing measures to provide for safe disposal of infectious waste or contaminated material as may be reasonable and necessary to respond to the disaster
- And additional authorities.



THE STATE
of **ALASKA**
GOVERNOR MIKE DUNLEAVY

**Department of
Health and Social Services**

OFFICE OF THE COMMISSIONER

Anchorage
3601 C Street, Suite 902
Anchorage, Alaska 99503-5923
Main: 907.269.7800
Fax: 907.269.0060

Juneau
350 Main Street, Suite 404
Juneau, Alaska 99801-1149
Main: 907.465.3030
Fax: 907.465.3068

COVID-19 DISASTER CERTIFICATION MEMORANDUM

TO: The Honorable Michael J. Dunleavy
Governor

THRU: Ben Stevens
Chief of Staff

FROM: Adam Crum
Commissioner

DATE: March 11, 2020

SUBJECT: 2020 COVID-19 Novel Coronavirus Disaster Certification

A novel (new) coronavirus, SARS-CoV-2, has been identified and infecting humans since December 2019, causing an infection known as COVID-19. The infection is highly contagious, due to community (person-to-person) spread and an exponential infection rate.

- On January 30, 2020 the World Health Organization declared that the outbreak of COVID-19 was a Public Health Emergency of International Concern.
- On January 31, 2020 the United States Department of Health and Human Services Secretary Alex Azar declared a public health emergency for COVID-19, with retroactive effect to January 27, 2020.
- To date, over 100,000 cases of COVID-19 have been confirmed worldwide, and over 600 cases in the United States.

Because COVID-19 is a new disease in humans, no one has an existing immunity to this virus. It appears likely that transmission can occur before the onset of symptoms. As such, some people who are infected could inadvertently transmit the virus to others. COVID-19 can cause severe disease, including pneumonia and death. Older individuals and people with serious underlying health

conditions (e.g., lung disease, heart disease, or diabetes) or immune disorders are at increased risk for severe illness. There have been no confirmed cases of infection with the novel coronavirus in Alaska.

For these reasons, under Alaska Statute 26.23.900(2)(E), I certify that an outbreak of COVID-19 has a high probability of occurring in the near future. I further certify that a disaster exists in the form of the imminent threat of widespread injury and loss of life due to illness and fatalities caused by COVID-19.

A handwritten signature in dark ink, appearing to read 'Adam Crum', is written over a horizontal line.

Adam Crum

Commissioner, Department of Health and Social Services



Governor Michael J. Dunleavy
STATE OF ALASKA

ADMINISTRATIVE ORDER NO. 315

I, Mike Dunleavy, Governor of the State of Alaska, under the authority of Article III, Sections 1 and 24, Constitution of the State of Alaska, find and direct the following:

BACKGROUND

Recently, the United States Centers for Disease Control (CDC) has determined that COVID-19, a respiratory disease that can result in serious illness or death and that is a new strain of coronavirus not previously identified in humans, poses a significant public health risk.

Further, the CDC has classified the public health threat posed by COVID-19 as "high", both globally and in the United States, and has advised that COVID-19 will continue to occur globally and in the United States.

Accordingly, the United States Department of Health and Human Services Secretary Alex Azar declared a public health emergency for COVID-19 on January 31, 2020, retroactively applicable to January 27, 2020.

Currently, we are not aware of any diagnosed cases of COVID-19 in Alaska, but in anticipation of possible cases, and in order to ensure that Alaska's public is educated about the public health risk, I issue this Order.

ORDER

I direct the Department of Health and Social Services to establish, coordinate, and manage an information management structure to monitor COVID-19 developments, provide public health information, make recommendations for further responses, and implement actions to address the COVID-19 outbreak. Further, I direct the Department of Health and Social Services to consider its current statutory authority should it be necessary to implement public health measures under AS 18.15.355 – 18.15.385, and direct that it shall do so, as necessary, to address public health and safety.

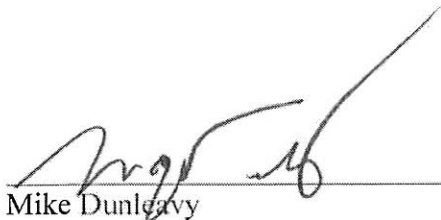
This Order is to alert all departments, agencies, officials, and state entities to the seriousness of COVID-19, and of the need to stay informed and comply with official state, national, and global health directives.

All state departments, officials, and public corporations are to treat requests from the Department of Health and Social Services and the Chief Medical Officer, related to preparation and responses to the COVID-19 outbreak, as of the highest priority. All State departments, officials, and public corporations are further directed to use available resources and take actions reasonably necessary to implement steps recommended by the Department of Health and Social Services to address COVID-19.

The Department of Military and Veterans' Affairs is instructed to consider possible recommendations to the Governor, in consultation with the Department of Health and Social Services, regarding potential further action to protect public health and safety.

This Order takes effect immediately.

DATED at Juneau, Alaska on this 9 day of March 2020.



Mike Dunleavy
Governor

From: [Burke, Amy A \(HSS\)](#)
To: [Vue, Thor \(DOA\)](#); [Jabal, Susan \(HSS\)](#)
Cc: [Polk, Linda L \(DOA\)](#); [Lowenstein, Cheri A \(DOA\)](#)
Subject: Re: CONFIDENTIAL & DELIBERATIVE - Employee Leave Guidance
Date: Wednesday, March 18, 2020 6:35:44 AM

Thank you Thor,
Susan and I will discuss it this morning and get back to you.

From: Vue, Thor (DOA) <thor.vue@alaska.gov>
Sent: Tuesday, March 17, 2020 5:55 PM
To: Burke, Amy A (HSS) <amy.burke@alaska.gov>; Jabal, Susan (HSS) <susan.jabal@alaska.gov>
Cc: Polk, Linda L (DOA) <linda.polk@alaska.gov>; Lowenstein, Cheri A (DOA) <cheri.lowenstein@alaska.gov>
Subject: FW: CONFIDENTIAL & DELIBERATIVE - Employee Leave Guidance

Amy/Susan,
Please touch base with me ASAP so that our team can help HSS craft some kind of blanket Emergency RAP. Thanks.

From: Vue, Thor (DOA)
Sent: Tuesday, March 17, 2020 5:55 PM
To: Tshibaka, Kelly C (DOA) <kelly.tshibaka@alaska.gov>; Holland, Amanda R (DOA) <amanda.holland@alaska.gov>; Lowenstein, Cheri A (DOA) <cheri.lowenstein@alaska.gov>
Cc: Polk, Linda L (DOA) <linda.polk@alaska.gov>
Subject: RE: CONFIDENTIAL & DELIBERATIVE - Employee Leave Guidance

Thank you Kelly, this is helpful and provide the legal basis to support a blanket RAP.

From: Tshibaka, Kelly C (DOA) <kelly.tshibaka@alaska.gov>
Sent: Tuesday, March 17, 2020 5:47 PM
To: Vue, Thor (DOA) <thor.vue@alaska.gov>; Holland, Amanda R (DOA) <amanda.holland@alaska.gov>; Lowenstein, Cheri A (DOA) <cheri.lowenstein@alaska.gov>
Subject: FW: CONFIDENTIAL & DELIBERATIVE - Employee Leave Guidance

(see note from AG below)

Thanks,
Kelly

Kelly Tshibaka
Commissioner
Department of Administration
(907) 269-6293
kelly.tshibaka@alaska.gov

From: Clarkson, Kevin G (LAW) <kevin.clarkson@alaska.gov>

Sent: Tuesday, March 17, 2020 5:41 PM

To: Feige, Corri A (DNR) <corri.feige@alaska.gov>; Vincent-Lang, Douglas S (DFG) <doug.vincent-lang@alaska.gov>; Price, Amanda (DPS) <amanda.price@alaska.gov>; Crum, Adam R (HSS) <adam.crum@alaska.gov>; Dunleavy, Governor (GOV sponsored) <ULP.GOV.MD@alaska.gov>; Barnhill, Mike A (DOR) <mike.barnhill@alaska.gov>; Meyer, LT Governor (GOV sponsored) <ULP.LTGOV.KM@alaska.gov>; MacKinnon, John S (DOT) <john.mackinnon@alaska.gov>; Dahlstrom, Nancy A (DOC) <nancy.dahlstrom@alaska.gov>; Tshibaka, Kelly C (DOA) <kelly.tshibaka@alaska.gov>; Ledbetter, Tamika L (DOL) <tamika.ledbetter@alaska.gov>; Saxe Maj Gen, Torrence W (MVA) <torrence.saxe@alaska.gov>; Johnson, Michael A (EED) <michael.johnson2@alaska.gov>; Brune, Jason W (DEC) <jason.brune@alaska.gov>; Anderson, Julie B (CED) <julie.anderson@alaska.gov>

Cc: Stevens, Ben A (GOV) <ben.stevens@alaska.gov>; Huber, Brett W (GOV) <Brett.Huber@alaska.gov>; Espindola, John M (GOV) <John.Espindola@Alaska.gov>

Subject: RE: CONFIDENTIAL & DELIBERATIVE - Employee Leave Guidance

All,

In summary, under the authority of the Declaration of a Disaster Emergency, the Governor has the power to “suspend the provisions of any regulatory statute prescribing procedures for the conduct of state business, or the orders or regulations of any state agency, if compliance with the provisions of the statute, order, or regulations would prevent, or substantially impede or delay, action necessary to cope with the disaster emergency.”

The governor also has the power to:

- Use all available resources of the state government and of each political subdivision (boroughs, municipalities, cities etc.);
- Transfer personnel from position to position, from department to department;
- Alter functions of state departments and agencies or units within them;
- Commandeer and utilize private property (except news media)
- Prescribe routes and modes of transportation;
- Control ingress and egress to and from affected area

The only caveat to the governor’s ability to flatten any regulatory or other legal obstacles to accomplishing necessary action to respond to the disaster is that the regulation, rule or law flattened out be impeding or delaying action “necessary to cope with the disaster emergency.”

I hope this helps.

Kevin G. Clarkson
Attorney General

