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Alaska Housing FINANCE CORPORATION

TO: ALL PLANHOLDERS OF RECORD.

RE: Request for Proposals (RFP) 27-ADM-001 – AHFC Soldotna Office Space

FROM: Andrew Morton, Administrative Services Manager, Procurement DS AM

PAGE(S): Three (3), including this cover sheet.

DATE: November 13, 2026

Transmitted herewith is Addendum No. 1. If the Addendum is **not** received in full, please contact the Procurement Office via email at submittals@ahfc.us . If all pages of the Addendum are received, please sign this sheet and email it to AHFC's Procurement Office at submittals@ahfc.us or you may fax it to (907) 330-8217.

_____
Company's Name

_____
Company's Representative

_____
Date

4300 Boniface Parkway • Anchorage, Alaska 99504 • P.O. Box 101020 • Anchorage, Alaska 99510
907-338-6100 (Anchorage) or (Toll-Free) 1-800-478-AHFC (2432) • www.ahfc.us

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ADDENDUM NO. 1
November 13, 2026

Request for Proposals (RFP) 27-ADM-001 – AHFC Soldotna Office Space

This document forms a part of and modifies the RFP as noted below. Offerors should acknowledge their receipt of this Addendum to the street address or email address listed below. Failure to do so may subject Offerors to disqualification.

FOR: Alaska Housing Finance Corporation
Front Desk
4300 Boniface Parkway
Anchorage, Alaska 99504
Attention: Procurement Department
Email: submittals@ahfc.us

The following corrections, clarifications and/or deletions to the RFP are hereby made a part of said documents.

This addendum consists of Two (2) pages.

ADDENDUM NO. 1

EXTENSION OF PROPOSALS DUE DATE AND TIME:

The due date and time for submission of Proposals is extended to November 24, 2026 at 4:00 p.m.

QUESTIONS RECEIVED BY AHFC FOR CLARIFICATION:

QUESTION 1:	Am I submitting only the lease terms for the requested initial term of 3 years plus options? Or does the construction bid need to also be included in the price proposal? Note: *My commercial lease space is an open concept rectangular floor plan so AHFC has the ability to add the requested office spaces and waiting room. Will the construction of said interior upgrades be bid or completed after the lease agreement? Or does the construction bid need to included in this proposal due date?*
ANSWER:	Proposal to include space layout, showing potential functional use of offered space considering Section 4 – Scope of Minimum and Mandatory Space Requirements (inclusive of a Tenant Improvement).

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	Section 4.7 The space shall be determined "ready for occupancy" when all repairs, improvements, or renovations have been completed; all mechanical systems, equipment and fixtures are in place, in either new, or reconditioned and dependable operating condition; and the premises have been properly cleaned. AHFC reserves the right to determine when the space is ready for occupancy. Section 3.1.2 Cost/Fee Proposal “Offerors must include all materials, space and services specified in this solicitation in the Offeror’s proposed lease rate.” This would include any Tenant Improvements that would make the space usable per Section 4.

END OF ADDENDUM NO. 1