



To: Prospective Bidders
Date: March 25, 2025

RE: Addendum No. 2
Executive Search and Recruitment
– Executive Vice President (EVP) &
Chief Financial Officer (CFO)
RFP # SCF25-1161

Issue Date: March 14, 2025

This document forms a part of the Contract Documents and modifies the original Procurement Documents dated March 14, 2025. Acknowledge receipt of this Addendum in the provided on the Bid Form. Failure to acknowledge receipt of this addendum may subject Proposers to disqualification.

This Addendum consists of four (4) pages.

1. Changes to RFP Schedule:

The date for interviews with the top 2 scoring teams is confirmed and anticipated Notice of award is adjusted. See revised schedule below:

RFP Release Date	March 14, 2025
Deadline for Registration	March 21, 2025 by 3PM Alaska time
Deadline to Submit Questions	March 21, 2025 by 3PM Alaska time
Proposal Due Date	March 28, 2025 by 3PM Alaska time
Interviews (with top scoring firms)	April 10 – times TBA morning Alaska time
Anticipated Notice of Award	April 14, 2025 by 5PM Alaska time
Anticipated Service Start Date	Upon Contract Execution

2. Responses to RFP questions:

Comment or Question Provided by Bidder	SCF Response
Can you please provide some details on what should be included in Proposal Section 7, Proposal Offer and Signature Page?	Proposal Section 7 includes submitting a completed and signed Exhibit B: Proposal Offer and Signature form including the price proposal for the work described in Exhibit A: Scope of Services.
What is the current CFO's transition timeline?	Current CFO will be available during the transition and will stay on as a strategic advisor once the position is filled and the incumbent CFO has fully transitioned.
Has SCF worked with any retained executive search partners in the past 10 years on Executive Leadership roles? If so, which firms, and for what roles?	SCF has enjoyed more than 30 years of stable executive leadership so there has not been a need to work with executive search partners.
What are SCF's key priorities and challenges that the new CFO will need to address in the first 12-24 months?	This information may be shared with the selected proposer.
The job description shared in RFP Addendum #1 shows it was last updated 4/28/2022. Will this be revised by SCF before the search partner begins, or will we do that? Also, when was the last time the current compensation range (\$350,962.67-514,745.67) was benchmarked?	SCF does not anticipate any updates to the job description but may share additional expectations for the role with selected proposer. We do not expect or want the search partner to update the job description. SCF last performed a compensation review for executives in fall of 2024. SCF conducts compensation reviews annually.
With the desire to have the CFO bring extensive experience in NFP healthcare finance, preferable in organizations serving Alaska Native and American Indian peoples, will candidates outside Alaska (currently) be desirable, or do you expect the partner to exclusively focus in the state?	SCF is searching for the most qualified candidate that meets the criteria whether they are within our outside Alaska.
What are the key strategic initiatives or growth plans that the CFO will need to support?	This information may be shared with the selected proposer.
What experience with Indigenous healthcare, tribal health systems, or value-based care models is preferred or required?	This experience is preferred.
Are there specific certifications or backgrounds (e.g., CPA, FACHE, healthcare finance) that SCF strongly values?	The requirement is CPA or CMA.
Are there any internal candidates or succession plans we should be aware of?	There are no designated successors. There may be internal candidates who apply for the position and SCF will want to consider those as part of the process.
Are there any geographic considerations or relocation incentives for out-of-state candidates?	Yes, SCF has relocation available to out-of-state candidates. Compensation scales are adjusted for geography.

Per section 3.3 of the RFP, please confirm that proposers must hold current Alaska Business License. We do not, at the moment, but will secure if we are the ASB. Please confirm if it is required <u>to propose</u> , or <u>only</u> for awarded contracts? We have worked in 42 states in the past 8 years and are attentive to license requirements, so typically have obtained what is needed if selected as the ASB	Yes, an Alaska Business License will be required and can be secured by the selected proposer. Proof must be provided prior to project work commencing.
Can you provide insight into the current finance team and reporting lines of SCF?	See current Finance organization chart attached as Exhibit F below.

3. Exhibit F: Finance Organization Chart

Finance and Facilities Division

