

# *Alaska State Legislature*

## *Legislative Affairs Agency*

Administrative Services, Procurement & Supply Section  
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### MEMORANDUM

**TO:** Senator Elvi Gray-Jackson, Chair  
Legislative Council

**FROM:** JC Kestel, Procurement Officer

**DATE:** August 25, 2023

**SUBJ:** RFQ 665 – Assembly Building Apartment Window Shades

On August 4, the Agency issued RFQ 665 – Assembly Building Apartment Window Shades at your request to solicit bids from qualified contractors to provide window shades for the Assembly Building Apartments.

RFQ 665 closed today, and the Agency has a recommendation to Legislative Council for a contract award. Sec. 195 (Disclosure of Proposals) of the Legislative Procurement Procedures (LPP) requires that the contents of the proposals be held confidential until the notice of intent to award is issued. In accordance with Sec. 195 of the LPP, when presented to the Council, the proposals must be discussed in Executive Session, at which time details will be provided.