Date of Issuance: 2/2/22  
Solicitation No. 345004979

Requisition No. 3450033130  
Amendment No. 1

Hour and date specified for receipt of offers is changed:  [x] No  [ ] Yes, to: _____________ ___  ____ CST

Pursuant to OAC 260:115-7-30(d), this document shall serve as official notice of amendment to the solicitation identified above. Such notice is being provided to all suppliers to which the original solicitation was sent. Suppliers submitting bids or quotations shall acknowledge receipt of this solicitation amendment prior to the hour and date specified in the solicitation as follows:
Sign and return a copy of this amendment with the solicitation response being submitted; or,
If the supplier has already submitted a response, this acknowledgement must be signed and returned prior to the solicitation deadline. All amendment acknowledgements submitted separately shall have the solicitation number and bid opening date in the subject line of the email.

ISSUED FROM:
Cheryl Emerson  
405-628-3318  
cemerson@odot.org
Contracting Officer  Phone Number  E-Mail Address

RETURN TO: OMESCPeBID@omes.ok.gov

Description of Amendment:

a. This is to incorporate the following:

Questions and Answers

Responding Consultants should complete the form at the bottom and include it with your response.

b. All other terms and conditions remain unchanged.

Supplier Company Name (PRINT)  Date

Authorized Representative Name (PRINT)  Title  Authorized Representative Signature
QUESTIONS AND ANSWERS

**Question No. 1** - Regarding item 4 in the responding bidder information - Oklahoma Sales Tax Permit, could you please confirm our understanding that this work would be exempt given that the sale of our proposed services will be to a purchaser (the OKDOT) that is exempt based on statutory authority as a State Government agency. If yes, then can you advise whether it is required to obtain a copy of the letter or card from the Oklahoma Tax Commission recognizing the DOT as exempt from sales taxes on its purchases and a signed statement that the purchase is authorized by and being made by the tax-exempt entity?

**Answer:** The Oklahoma Department of Transportation's tax-exempt status does not flow through to consultants:

**B.7.0 Taxation Status**

**B.7.1.** Please be advised that all governmental entities of the State of Oklahoma, FEI 73-6017987 are exempt from Oklahoma sales or use taxes pursuant to title 68, O.S. 2001, section 1356(1). Therefore, direct purchases made by a state entity are exempt from sales tax whereas purchases made by a contractor in fulfilling a state contract are taxable to the contractor.

Consultants will need to determine whether their business requires them to maintain a Sale Tax Permit and will need to consult the Oklahoma Tax Commission.

**Question No. 2** - Should the response include back up information for the total cost in Exhibit A “Signed Solicitation Request”?

**Answer:** No, a lump sum amount for the total cost of the project is all that is required.

**Question No. 3.** - Do subconsultants need to be registered vendors with ODOT at the time of proposal?

**Answer:** It is not believed that subconsultants will need to be registered vendors with the state as the contract will be awarded to a Prime Consultant who will be responsible for payments to made to them. It is probably in the best interest of any subconsultant to become a registered vendor with the State and ODOT as to be considered for other types of future projects.

**Question No. 4** - Which, if any, of the following forms must subconsultants complete and include in the response submission in addition to the prime vendor?

1. Responding Bidder Information -
2. Certification for Competitive Bid and/or Contract (Non-Collusion Certification)
3. Sales Tax Permit #
4. Solicitation Request (Exhibit A)
5. Statutory Certification (Exhibit C)
6. US DOT Certification (Appendix D)
7. Drug Free Workplace
8. FEDERAL HIGHWAY ADMINISTRATION CONTRACT REQUIREMENTS

Answer: The Prime Consultant is the only Consultant that will be submitting a response so their subconsultants do not have to complete the various forms. It would be expected that the Prime Consultant would be responsible for seeing that all participants meet the Federal requirements.

Question No. 5 - Would you prefer the email submission be one pdf or multiple pdfs?

Answer: The submission can be made either way. The size of your file(s) may impact which way you choose to submit your response. The response must be received by ODOT before the date and time deadline set up the RFP.

Question No. 6 - Will ODOT make a TRANSearch database available for the project?

Answer: ODOT currently has 2014 TRANSearch data. It has not been determined if a newer dataset will be purchased for this plan update.

Question No. 7 - Will the March 10th interview be virtual or in-person?

Answer: All interviews will be virtual.

Question No. 8 - If listed in an appendix, will resumes and project descriptions count toward the 20-page count?

Answer: No, appendices do not apply to the 20-page limit.

Question No. 9 – Is there a specific form/format the resumes and project descriptions should be in?

Answer: No.

Question 10 - Is there a specific cost sheet ODOT would like consultants to use for the cost component.

Answer: The cost amount should be a lump sum and can be filled in on Exhibit A, Solicitation Request.