



Amendment of Solicitation

Date of Issuance: 09/06/2018

Solicitation No. 1310004219

Requisition No. 1310019316

Amendment No. 12

Hour and date specified for receipt of offers is changed: No Yes, to: October 9, 2018 3:00 PM CT

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:

- (1) Sign and return a copy of this amendment with the solicitation response being submitted; or,
- (2) 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 printed clearly on the front of the envelope.

ISSUED BY and RETURN TO:

U.S. Postal Delivery or Personal or Common Carrier Delivery:

Office of Management and Enterprise Services
Central Purchasing
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Description of Amendment:

a. This is to incorporate the following:

Proposal Closing Date has been extended to October 9, 2018 3:00 PM

Questions/Answers:

- 1. Amendment 10 identifies the following related to MP3 players that OK DOC inmates currently utilize; Page 17 of 25, item C.5 Additional Information:

"Inmates currently are able to purchase MP3 players through the canteen. Approximately 3 million songs are available for inmates to purchase and download. Downloads are accomplished through a music kiosk. The MP3 player has a 30 day mortality feature. Additional features of receiving pictures and e-mails have not been activated by ODOC."

Question: How many MP3 players are currently in use by OKDOC inmates, are there any restrictions regarding who is eligible to purchase the MP3 players and how many devices have been purchased by the inmates since the program began? How much to inmates currently pay to purchase or lease MP3/4 under the current program?

Description of Amendment - continuing

In the last 60 days 1,844 inmates with players have connected to MP3/4 player kiosks.

Approximately 6,200 devices have been purchased since 2010.

Inmates classified as Level 1 are restricted from purchasing MP3/4 players.

Inmates currently pay \$72.54 to purchase a MP3/4 player.

2. Amendment 10 identifies the following related to inmate inbound emails; Page 17 of 25, item C.5 Additional Information:

ODOC's Inmate Email system currently only allows for incoming messages that are printed and delivered to inmates by ODOC staff. The program and its abilities have not been fully operationalized. In the past 12 months approximately 11,500 emails were sent to ODOC inmates.

Question: How many OKDOC sites are currently utilizing inbound email for inmates? How are emails distributed? How many OKDOC staff are required to manage and distribute inmate emails through the current system?

There are 23 ODOC sites utilizing inbound email for inmates.

Incoming email is printed off by mailroom staff and then reviewed by mailroom and/or security staff. Upon clearance the email is placed into the normal institutional mail process for delivery to the inmate.

The process to manage and distribute inmate emails currently involves up to 3 staff, depending on the location.

3. The revision to Attachment K changes the "minimum \$3.5M per year in cost recover/shared revenues/commission" to a "site access fee in the amount of \$3.5M in years 1-5 and \$3.75M in years 6-10".

Q #1: Will bidders offering more than \$3.5M per year be scored more favorably?

See Attachment B – Pricing. The Site Access Fee amounts are predetermined and cannot be changed. Any proposed services, equipment, or solutions that are in addition to the fixed and mandatory requirements spelled out in the solicitation are to be offered as value added and will be evaluated as such.

Q #2: If yes to #1, would the State provide their means of evaluation, so that bidders can best balance value-adds vs. cost recovery \$?

See Section D of the Solicitation

4. Value-added solutions impact the rates and commissions we can offer.

Q #1: Can value-added services be presented as a menu – i.e. value-added service #1 requires a \$0.005/minute increase in our "base" rate offer?

Yes. Bidder must utilize Attachment G and the cost impact must be clearly described.

Description of Amendment - continuing

Q #2: In order to fund more value-added services, will ODOC accept less than \$3.5M/yr (\$3.75M in years 6-10) in cost recovery? I.e. could value-added services be paid by taking the cost out of ODOC's commission?

See Attachment B – Pricing. The Site Access Fee amounts are predetermined and cannot be changed. The Site Access Fee is in addition to value added services, equipment, and solutions. Using the Value Added Plan (Attachment G), bidders may propose any option or idea that they believe would benefit ODOC. The cost impact must be clearly described.

5. D.2.2 describes the Project Capability Submittal and says it must not exceed 6 pages. It specifically refers to Attachments E, F, and G which it says are limited to two pages each. At the end however, it says “See Attachments C & D”. We note that Attachment D says it is a checklist that must be completed and submitted along with Attachments E, F, and G. Yet, Attachment D is not listed under E.7.2 Proposal Content“.

Are attachments C & D also part of the project capability submittal?

The 6 page limit is for the Project Capability Submittal, Attachments E, F, and G. Attachment C is being removed from the solicitation altogether. Attachment D is a checklist for your reference and we ask for it to be returned as evidence you have read and understand the requirements listed. Attachment D is not counted in the 6 page limit.

6. E.7.2 describes proposal content. However, it does not indicate where we would respond to the yes or no questions asked in E.15 P-Cards or E.16 Electronic Funds Transfer. Where should we put our responses to E.15 and E.16? Do we need to include all 25 pages of the RFP with this?

This question was addressed in the first question and answer amendment. This can be referenced in amendment #3, Question #59.

All 25 pages of the RFP do not need to be included with the bidder's response. Bidders are to indicate yes or no on both E.15 and E.16 and return that page.

7. Attachment C has two blanks for the vendor to fill in. The first is for Contract Duration and the second is for Contract Duration (Total Time). Both are required in Calendar Days. What is being asked here? What is the difference between these two questions?

Attachment C is being removed from the solicitation altogether.

8. Attachment K, on the 5th bullet, states – “...at a minimum, pin# entry, initial and continuous call biometrics”.

This section has been revised to read: “The Inmate Telephone System shall be a full featured system that includes, at a minimum, pin# entry and call biometrics.”

