|  |  |  |
| --- | --- | --- |
| J:\Function\Branding\- New OMES logo\Horizontal\OMES-logo-horiz-RGB.jpg |  | Amendment of Solicitation |

|  |  |  |  |
| --- | --- | --- | --- |
| **Date of Issuance:** |  3/20/20 | **Solicitation No.** | 3400001663 REBID |
| **Requisition No.** | 3400020553 | **Amendment No.** |  2 |
| Hour and date specified for receipt of offers is changed: | [ ]  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:(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 ServicesATTN: Darlene Saltzman5005 N. Lincoln Blvd. Suite 200Oklahoma City, OK 73105 | Darlene Saltzman |  |
|  | Contracting Officer |  |
|  | (405) 694-7016 |  |
|  | Phone Number |  |
|  | Darlene.saltzman@omes.ok.gov |  |
|  | E-Mail Address |  |
| **Description of Amendment:** |
| a. This is to incorporate the following: |
| On behalf of the State of Oklahoma, the Office of Management and Enterprise Services (OMES) gives notice of the following questions concerning this solicitation, received during the Wiki QA period, which closed on March 19, 2020. All questions and procurement/agency responses are detailed below:**Q1:**  Page 8, Section 8.2 Bid Packet Format; H. Section Eight: Response to Solicitation Specifications and Requirements; iv: "The proposed service level agreements shall be inserted in this section at a Bid Packet page referencing the proposed Service Level Agreements." **Could you specify the types (e.g. system downtime, help desk support) and/or criteria (e.g. support desk hours, system uptime, etc.) of SLAs you would like included (e.g. system downtime, help desk support, etc.)?****Response:** If the responding vendor has any specific SLA’s related to the response, those should be included with the bid response.**Q2:**  Page 5, Section 8 'Required Bid Structure'; 8.1 Preparation of Bid; Section G: “Three years of audited financial statements are required to be included in the Bid.” (Note: The previous RFP allowed alternatives, giving bidders the option to provide either three years audited financial statements, three years of tax returns, or a certified review.)* Why was this restricted to just audited statements?

**Response:** TheRFP template used for all state solicitations was updated between the release of the initial RFP and the release of this RFP.**Q3:** What department, group, or other entity requested that this be restricted to just three years of audited financial statements?**Response:** Thelanguage used is the new State of Oklahoma standard language.**Q4:** Would Oklahoma consider any alternatives that could validate the financial status and performance of the bidder?**Response:** Section 8.1 G Bidder Instructions has been modified to read: Three years of audited financial statements, last three years of tax returns or certified review are required to be included in the Bid. **Q5:** Has this requirement, without alternatives, ever been previously required by Oklahoma for any other technology product or service? If so, when and for what product or service was it required?**Response:** The state does not track requirements across all solicitations issued by the state. The requirement is included on a case-by-case basis and is not unusual in state procurement.**Q6:** Page 4, Section 8 ‘Required Bid Structure’; 8.1 Preparation of Bid; Section B. iv: "The Bid will be evaluated using a best value criteria, based on the following: i Quality of Response, ii  Approach, iii Cost and iv Accessibility."* How will accessibility be evaluated?
* What are the parameters / criteria?

**Response:** Evaluation method and criteria will not be released prior to closing of solicitation.**Q7:**  As the situation continues to worsen, and offices close due to the COVID-19 virus, would OMES consider a further extension on the bid response date? **Response:** No further extensions are being considered at this time.**Q8:**  Page 13, Section 9 ‘Submission of Bid’* Due to the Coronavirus situation, do we continue to follow the instructions for submission as indicated in this section?
* Will the OMES office be open to accept delivery?
* Will OMES create an online delivery mechanism for bids, e.g. via file upload?

**Response:** Continue to follow bid instructions. There will be someone at the office to accept deliveries. Please ensure that you allow enough time in mailing your response so that it is received by the due date and time. All current bids will follow current instructions until further notice. |

|  |
| --- |
| b. All other terms and conditions remain unchanged. |
|       |  |       |
| Supplier Company Name (**PRINT**) |  | Date |
|       |  |       |  |  |
| Authorized Representative Name (**PRINT**) |  | Title |  | Authorized Representative Signature |