



**State of Oklahoma
Office of Management and Enterprise
Services/ ISD Procurement**

Amendment of Solicitation

Date of Issuance: 10/06/2014 Solicitation No. 3150000001
 Requisition No. 3150000109 Amendment No. 002

Hours and date specified for receipt of offers is changed: No Yes, to: _____ CST/CDT

Pursuant to OAC 580:15-4-5©, 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:

Office of Management and Enterprise Services

ISD Procurement Attn: Hurtisine Franklin
 3115 N. Lincoln Blvd.
 Oklahoma City, OK 73105

Hurtisine Franklin
 Contracting Officer
(405) 521-6419
 Phone Number
Hurtisine.Frankln@omes.ok.gov
 E-Mail Address

Description of Amendment:

- a. This is to incorporate the following:
 Submitted by Julie Milner on behalf of John Katalinich:

Question 1.

The Solicitation does not provide information as to hardware and software installation or hosting. Does OFPRS desire a vendor or third party hosted solution or is it OFPRS' intent to host the required hardware and software internally? If internally hosted, should the vendor include costs for required hardware and software?

Response 1.

As explained in the Vendor Pre- education meeting and the Pre –bid conference, the Procurement Information Performance System (PIPS) process seeks to identify the expert. The expert is expected to provide the best possible solution. Attachment B "Cost Proposal and Supplier Information allows the bidder to add table row as needed to identify any specific costs i.e. hardware, software, hosted, third party.

Question 2.

Can you provide your expectations as to the overall implementation project duration?

- b. All other terms and conditions remain unchanged.

Supplier Company Name (**PRINT**) _____ Date _____

Authorized Representative Name (**PRINT**) _____ Title _____ Authorized Representative Signature _____



Response 2.

As explained in the Vendor Pre- education meeting and the Pre –bid conference, the Procurement Information Performance System (PIPS) process seeks to identify the expert. Please refer back the he Power Point Presentation provide to the vendors via e-mail dated 09/26/2014 and review slide 13. The bidder is expected to provide a project schedule with their response. The successful vendor who makes it to the Clarification Phase will clarify and address the Schedule.

Question 3.

This section states that the “Amendment Acknowledgement(s) may be submitted with the offer...” Where exactly in the proposal document should the amendment(s) be added?

Response 3.

Bidders should include a section tab at the end of their response named “Amendments”.

Question 4.

Section A.48 - Is the COTS system the State anticipates purchasing with this procurement process considered a “high technology system?”

Response 4.

Please note

A. GENERAL PROVISIONS

The following provisions shall apply where applicable to the solicitation.

Exceptions and/ or questions to Section” A” (General Provisions) of the solicitation will be addressed during the Clarification Phase with the successful vendor. Prior to finalizing the contractual agreement a legal review by OMES’ general counsel and the successful vendor’s legal representative will take place. Bidders should list and include a tab at the end of their bid response named “Exceptions to The General Terms and Conditions”

Question 5.

Section A.49 – If the State requests that an “emerging technology” be included hereunder or issues a formal modification or amendment to the contract requesting such, does the State anticipate executing a change order that would increase the price of the contract?

Response 5.

Please note

A. GENERAL PROVISIONS

The following provisions shall apply where applicable to the solicitation.

Exceptions and/ or questions to Section” A” (General Provisions) of the solicitation will be addressed during the Clarification Phase with the successful vendor. Prior to finalizing the contractual agreement a legal review by OMES’ general counsel and the successful vendor’s legal representative will take place. Bidders should list and include a tab at the end of their bid response named “Exceptions to The General Terms and Conditions”

Question 6

Section A.50.1 – This section mentions a perpetual license. Section A.50.5 states that the source code may be shared with other publicly funded agencies if this is in part funded by federal funds. Will this project be funded by federal funds? Does the State desire a perpetual or source code license?



Response 6

Please note

A. GENERAL PROVISIONS

The following provisions shall apply where applicable to the solicitation.

Exceptions and/ or questions to Section "A" (General Provisions) of the solicitation will be addressed during the Clarification Phase with the successful vendor. Prior to finalizing the contractual agreement a legal review by OMES' general counsel and the successful vendor's legal representative will take place. Bidders should list and include a tab at the end of their bid response named "Exceptions to The General Terms and Conditions"

Question 7.

Section A.58 – This section states that any exceptions must be provided in Section One of the Vendor's response. What is to be considered Section One of the Vendor's response?

Response 7.

There is no section one in this specific RFP, therefore bidders are instructed to do the following:

Exceptions and/ or questions to Section "A" (General Provisions) of the solicitation will be addressed during the Clarification Phase with the successful vendor. Prior to finalizing the contractual agreement a legal review by OMES' general counsel and the successful vendor's legal representative will take place. Bidders should list and include a tab at the end of their bid response named "Exceptions to The General Terms and Conditions"

Question 8.

Sections B.2.1 and B.2.2 – Is the length of the initial contract limited to one (1) year?

Response 8.

Yes

B.2.1. The initial contract shall be for the purchase of the proposed software solution, project meetings and conference calls, installation, configuration, technical interface documentation for the OFPRS, technical assistance, testing, piloting, implementation, maintenance, support and ongoing consultation related to the implemented system (s).

B.2.2. Under Oklahoma law, the State may not contract for a period longer than one (1) year. By mutual consent of the parties hereto, it is intended that there shall be four (4) options to renew, maintenance and support each for duration of one (1) year.

B.2.3. After the initial term of one year, the Agreement may be renewed annually upon mutual written consent of the parties. Prior to each renewal, the State will review the terms and conditions to determine validity with current state statues and rules. If required prior to renewal, the State will work with the contractor to incorporate any required changes to this agreement.

Question 9.

Section C.1 - Can you clarify what is meant by "COTS-ITS with minimal customization, free of any customization"?

Response 9.

The state acknowledges the wording of this statement is not correct and should read as follows:

COTS-ITS -Commercial –Off the Shelf- Information Technology System- with minimal customization -or free of any customization.



Question 10.

Section C.2 e) - The Solicitation is to provide all functionality of the previous mainframe system. Other than what has been provided in RFP Attachments A, B & C, is there documentation of features and functions that can be provided related to the current mainframe system?

Response 10.

No

Question 11.

Section D.5.6 – This section states that “All proposed team members should be available in person for interviews on the date specified in this RFP.” Where is the date specified in this RFP?

Response 11.

The interview date is provided to the successful vendor following the Selection Phase of the PIPS process. Please refer to the Power Point Presentation sent on 09/26/2014 slide 13 “Selection Phase Filters and Clarification Phase.

Question 12

Section D.7.1 – Is a Vendor able to add contract terms, for example, contract terms regarding protection of our intellectual property rights in the software? If so, what section in the response should these additional contract terms be included?

Response 12.

Bidders should submit any software licensing, maintenance, or service agreements the bidder requires with their bid response. Bidders should include a section tab at the end of their response named: “Agreements” for these documents

Question 13.

Section E.2.2 – This section states that “information shall be entered on the form provided or a copy thereof.” Does that mean we are limited to the number of items we can provide? For example, on the Project Capability Plan, there are areas to provide up to 8 claims. Are we limited to 16 claims (two pages of the form)?

Response 13.

E.2.2. is not relevant to this specific solicitation. Bidders should follow the guidelines and requirements established for the PIPS forms and respond accordingly, there can be no alterations to these forms or the page limits.

Questions 14.

Section E.3.2 – This section states that the “Proposal should be paginated and indexed in alpha order with reference to RFP sections”. Related to Proposal Attachments A, B, C, E, F, and G (which are RFP pages 23-28), we would assume that those attachments should be placed in alphabetical order in the proposal document. Attachment A states that the RFP Cover Page (which is Attachment A) should be stapled to the front of the proposal. Since Attachments A, B, and C clearly state the Respondent’s name, should Attachments E, F, and G (the Project Capability Submittal) also be part of this stapled proposal document?

Response 14.



Section E .3.2 is not applicable to this specific solicitation. Attachment A is the cover page for the bidder's proposal and should contain the required information, followed information for the proposed solution. Each page thereafter should be in alpha order and contain the corresponding information.

Question 15

Response 15.

Yes, forms were provided to participating vendor on 09/26/2014 and 09/30/2014- via e-mail.

Question 16.

Section E.8.5 - For the VPAT form, should information relevant to third party products be included?

Response 16.

Yes, if third party products are offered as part of a proposed solution and the functionality of the proposed solution is in any dependent upon these third party products.

Question 17.

The following three forms appear at the end of the RFP: Certification for Competitive Bid and/or Contract (Non-Collusion Certification); Responding Bidder Information; and Software Applications and Operating Systems VPAT. Where exactly in the proposal document should these three forms appear? Please clarify the order of the various documents that are to be included in the proposal.

Response 17.

Bidders should include a section tab at the end of their response named "Solicitation Forms" Bidders should follow the same process for the VPAT and Certificate of Insurance. Tabs should be in Alpha order.