



**State of Oklahoma
Office of State Finance
Information Services Division**

Amendment of Solicitation

Date of Issuance: 03/07/2012 Solicitation No. 4300000020
 Requisition No. 43000000687 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 State Finance
 ISD Procurement Attn: Hurtisine Franklin
 3115 N. Lincoln Blvd.
 Oklahoma City, OK 73105

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

Description of Amendment:

a. This is to incorporate the following:

General FYI

A.56. Mandatory and Non-Mandatory Terms

A.56.1. Whenever the terms “shall”, “must”, “will”, or “is required” are used in this RFP, the specification being referred to is a mandatory specification of this RFP. Failure to meet any mandatory specification may cause rejection of the Offeror’s Proposal.

A.56.2. Whenever the terms “can”, “may”, or “should” are used in this RFP, the specification being referred to is a desirable item and failure to provide any item so termed shall not be cause for rejection.

See Questions and Responses below:

1. In Attachment A, Where it asks for Y/N, Cost, and Description, can we note when the item is Not Applicable, or Not Required?

E.11. Additional Features- Attachment A
 Offerors will use **Attachment A to indicate if the items listed are available or unavailable and if there is a cost associated with the additional features.** Additional points will be given for each available feature.

1. **Response- The response should indicate whether a cost is associated with the item listed. If a cost is not associated with the item listed your response should be either Y or N.**

b. All other terms and conditions remain unchanged.

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

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



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Solicitation

Question

2. In Attachment A, what do you mean in item 12, "Currency included in the database(s)"?

2. Response

How current is the information on the database – information from other sources is cited with date (ex: Career Times Sept 2011 issue) or in-house information is dated with created or updated date such as created January 2010, updated December 2011. In other words, there is some indication by date of the currency of the information provided.

Question

3. Are we required to complete the Voluntary Product Accessibility Template (VPAT), and the Web-based Internet information and Applications VPAT?

3. Response- Yes

E.7. Accessibility and Compliance

508 Compliance, which is part of the Rehabilitation Act of 1973 and requires electronic and information technology be accessible to goals of this law. Offerors must complete the attached VPAT- DCS Form # CP -053 (Web-Based Internet Information and Applications) VPAT instructions are attached.

Question

4. Regarding Pricing; has the State ever purchased similar services? If so, could we get a copy of the previous usage data?

4. Response-

Previous Usage data is not available

Question

5. Regarding References, particularly the request for a 24-month statewide contract, in the event that our statewide reference has been using us for less than 24 months, do we still include them as a reference?

5. Response – The solicitation requirement reads as follows:

E.12.3.2. Offeror shall submit references for at least one statewide licensed database(s) project.

The statewide license must have been in effect for at least twenty-four (24) months.

"A statewide contract is not a requirement of the solicitation"

E.12.3. References – References provided must contain a contact person with full contact information (i.e., current employer, telephone number, mailing address, e-mail address, and fax number).

E.12.3.1. Offerors shall submit references for at least three projects of similar scope to this RFP for which they are currently contracted

E.12.3.2. Offeror shall submit references for at least **one statewide licensed database(s) project.**

The statewide license must have been in effect for at least twenty-four (24) months.

Question

6. Regarding the submission, can proposals include a machine readable version on a USB Flash Drive, or only CD/DVD?

6. Response

CD/DVD is preferred, however if a USB Flash Drive is submitted it is required by the state that it is 256 bit hardware encrypted.

Question/Statement

7. Regarding evaluations, is it anticipated that providers be brought in for oral presentations? We encourage this, because it's a wonderful opportunity for us to discuss our services in greater detail.



7. Response

Contractors should be prepared to participate in oral presentations and demonstrations to define their submittal, to introduce their team, and to respond to any and all questions regarding their offer if requested by the State prior to award

Question

8. If yes, is there some idea when oral presentations may occur?

D.5.4. Evaluation Process – Demonstrations

If desired by the evaluation committee, the vendor may be required to provide product/services demonstrations.

8. Response

Demos are requested following the initial evaluations and the top scoring proposals will be notified if it is determined by the evaluation committee that demos required. How current is the information on the database – information from other sources is cited with date (ex: Career Times Sept 2011 issue) or in-house information is dated with created or updated date such as created January 2010, updated December 2011. In other words, there is some indication by date of the currency of the information provided.