



# Amendment of Solicitation

Date of Issuance: 9/27/2017

Solicitation No. 3400001540

Requisition No. 3400019072

Amendment No. 1

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 Services  
ATTN: Darlene Saltzman  
5005 N. Lincoln Blvd. Suite 200  
Oklahoma 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:

Please replace in their entirety: E.5.1.2 and E.5.1.3. They are replaced with:

E.5.1.2. Organization / Experience  
E.5.1.3. Program Work Plan

Note: This should reverse the order of Organization and Program Work Plan so that they match Section E.18.2 and E.18.3.

Please replace in its entirety: E.18.1. Section One – Introduction. It is replaced with:

- a) Executive Summary/Cover Letter. Provide a cover letter on company letterhead, signed by a representative authorized to legally bind the Company in a contractual relationship, and include
- b) State of Oklahoma Solicitation Request (E.5.1.1).

In E.18.2. please replace the language “Section Three” with “Section Two.”  
 In E.18.3. please replace the language “Section Four” with “Section Three.”  
 In E.18.4. please replace the language “Section Five – EITA Compliance” with “Section Four – Bid Submission Requirements”. Also, add the language “Responses must include the following items: Completed ‘Responding Bidder Information’ OMES Form 076, Completed ‘Certification for Competitive Bid and Contract’ OMES Form 004, Signed Amendment(s), if any and any exceptions to solicitation terms and conditions or a statement acknowledging there are no exceptions to disclose.”  
 In E.18.5. please replace the language “Section Six” with “Section Five.”

Note: These changes will correct the mis-numbering of Section E.18 and place submittals in proper order.