



Amendment of Solicitation

Date of Issuance: 10/3/17

Solicitation No. 3400001540

Requisition No. 3400019072

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 Services
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Darlene Saltzman
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Description of Amendment:

a. This is to incorporate the following:

The following questions have been submitted concerning the solicitation. All questions and procurement/agency responses are detailed below: **RFP 3400001540**

Q1: Is there an incumbent vendor currently supplying this service?
Response: No

Q2: Will there be any related solicitations released as a part of this project?
Response: It is unknown at this time and will be dependent upon the outcome of the deliverables.

Q3: Please clarify offeror's organization experience in C.5. Mandatory Requirements. Does the C.5.1. Requirement of "at least five years' experience" require the firm to have this level of experience -- or would individual staff/employee experience (through both current and past employment) meet this requirement?
Response: If the employee has sufficient experience and the Organization stands behind the employee's experience that would be sufficient.

Q4: In C.5, how will the experience requirements be assessed? Will a narrative summary of each type of experience suffice? Or is there other documentation of the experience that you would like submitted with the RFP response?
Response: A narrative summary and examples of deliverables would suffice.

Q5: In C.5.4, would it be acceptable to include HIT IAPD/IAPD-Us writing experience instead of (or in addition to) HIE IAPD/IAPD-Us writing experience?
Response: The HIE IAPD is preferred but inclusion of the HIT IAPD is acceptable.

Q6: Section B: Special Provision / B.12. Evidence of Insurability (pg. 16) mentions providing documentation for medical malpractice insurance. Please confirm this is not applicable for this engagement.

Response: It is not applicable for this engagement.

Q7: In the Work Plan section, it mentions that we should include "financial issues" specific to the deliverables in Section C.6. Could you please provide further clarification/examples of the type of information you expect to be included in this section?

Response: Include any potential financial issues that could impact deliverables.

Q8: Section E.7 requires a Work Plan to be submitted; however, it is not mentioned as a Bid Deliverable in Section E.18. Obviously the Work Plan is required, but where under Bid Deliverables should it go?

Response: Please include the Work Plan under E.18.3, Section Four – Response to Specifications/Requirements.

Q9: Also Section E.18 is missing "Section Two." Is that correct?

Response: Yes, that is correct.

Q10: The RFP has an attachment labeled "Security Policy." Should we complete and return with our submission?

Response: The Security Policy is only required when the proposal is for a hosted solution.

Q11: The Proposal Package instructions outlined in section E.5. indicate a required order of documents. How should the bidder's response to E.5.1.3 address the details listed in E.18.2. Section Three- Company Information?

Response: Include all information requested in E.18.2 in the order specified in E.5.1.

Q12: How do we synch the requirements in D.1.1 and E.5 with E.18? Can you clarify specified instructions for what OMES expects the proposal outline to entail?

Response: Each section should be answered in order. There is no need to synch the sections. Please explain what is included in each section. Detailed instructions are included in the solicitation.

Q13: Should Section 4, described in E.18.3, address the solicitation requirements listed in C.5 - C.10?

Response: E.18.3, Section 4 relates to all requirements in Section E.

Q14: Is there a specific scoring methodology or weighting system you will use to evaluate proposals?

Response: Yes but that is not shared with the submitting vendors.

Q15: Would you like us to include reference information or a reference letter? If so, where?

Response: Please include reference information and contacts in section E.5.1.3.

Q16: We have reviewed the questions and responses above and have another question regarding the ordering of the proposal response. If we are to look at E.5.1. for the order of the proposal package, can you confirm the following order of response sections, and what should be in each section per RFP reference? (I have numbered them for your ease of response):

1. E.5.1.1. State of Oklahoma Solicitation Request - Includes: **E.18.1. Section One** - Introduction

2. E.5.1.2. Program Work Plan - Includes (per your instructions above) **E.18.3. Section Four** - Responses to Specifications/Requirements; Work plan as defined in E.7.; response to deliverable requirements as defined in C.7.-C.10.
3. E.5.1.3. Organization/Experience - Includes **E.18.2. Section Three** -Company Information (including, per your instructions above, references); response to C.5., insurance requirements (A.20); vendor registrations (A.23.1.g. and A.11.3.)
4. E.5.1.4. All bid submission requirement responses of the RFP Document - Includes only **E.18.4.-E.18.5. Section Five, Section 6**

Response: In answer to questions 1-4: Please refer to Amendment #1 dated 9/27/17. The changes will correct the mis-numbering of Section E.18 and place submittals in proper order. Hopefully, this should answer these questions.

Q17:) We have another question related to Section Five:

The deliverables outlined in the RFP are primarily Word and Excel documents and PDFs. Do any of the VPAT forms captured in the image below apply to those types of deliverables?

VPAT: Software Applications and Operating Systems, VPAT: Web-Based Internet and Applications, VPAT: Telecommunication Products, VPAT: Video and Multimedia Products, VPAT: Desktop and Portable Computers, VPAT: Information, Documentation and Support, Accessible Technology Procurement Checklist & Documentation, EITA Undue Burden Documentation.

Response: In answer to your question concerning the VPAT: We do not advise on which VPAT a supplier is to submit. Please use whichever VPAT best fits your product or explain why you feel a VPAT is not required.

Q18: Section C.10.1.3. states that the "Supplier will work with HIEs currently operating in Oklahoma and others as identified by the STATE to." This seems to be an incomplete statement. Could you please provide further clarification?

Response: Correct as follows: Supplier will work with HIEs currently operating in Oklahoma and others as identified by the STATE.

Q19: Section A. 23.1. (f) - Are current audited financial statements required of all bidders for this procurement?

Response: Section A.23.1. Simply states that you certify compliance with and, if awarded the Contract pursuant to this Solicitation, shall continue to comply with all applicable federal, state, and local laws, rules, regulations, ordinances and orders, as amended, including but not limited to the following: (a-g)

Q20: Section B. 18. – Can the State please confirm that a Business Associate Agreement is intentionally not included in the Solicitation?

Response: Yes

Q21: Will future Health Information Exchange (HIE) technology be procured through the use of a formal solicitation?

Response: That is unknown at this time and will depend on the recommendations in the Statewide Interoperability Roadmap

Q22: Will other technologies related to the Statewide Interoperability Roadmap and the Implementation Advanced Planning Document (IAPD) be acquired through formal solicitations?

Response: Unknown

Q23: In addition to federal funds, what other funding options are being considered for this effort (budget, CIP, etc.)?

Response: To be determined.

Q24: What is the estimated cost of this effort?

Response: To be submitted by the bidder.

Q25: Can the Department please specify the number of stakeholder interviews expected in C.9.1.3.?

Response: That will be determined after the review of the existing documentation.

b. All other terms and conditions remain unchanged.

Supplier Company Name (**PRINT**)

Date

Authorized Representative Name (**PRINT**) Title

Authorized Representative Signature