



State of Oklahoma  
Office of Management and Enterprise Services  
Central Purchasing Division

Amendment of Solicitation

Date of Issuance: 4/29/2014

Solicitation No. 2650000286

Requisition No. 2650000975

Amendment No. 1

Hour and date specified for receipt of offers is changed: ☒ No ☐ Yes, to: \_\_\_\_\_ 3:00 PM CST/CDT

Pursuant to OAC 580:16-7-30(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,  
Central Purchasing Division  
Will Rogers Building  
2401 N. Lincoln Blvd., Suite 116  
Oklahoma City, OK 73105

Jacob M. Charries  
Contracting Officer

( 405 ) - 522 - 1040  
Phone Number

[Jacob.Charries@omes.ok.gov](mailto:Jacob.Charries@omes.ok.gov)  
E-Mail Address

**Description of Amendment:**

a. This is to incorporate the following:

Please see below answers to vendor questions. No further question will be accepted

Please note that closing date remains unchanged

1. In Section B, page 10 of the RFP, B.4. states, "The supplier must be able to provide all services listed in the RFP without subcontracting to any alternate organization." However, Section B.17.1 (page 13) states, "The CONTRACTOR shall include the provisions of THE ABOVE Paragraphs of this section in every subcontract," and B.6 (page 10) states, "Contractor's employees or agents, if any, who perform services for the State under this agreement." Our understanding of the term, agent, is as follows: "A person who is authorized to act for another (the agent's principal) through employment, by contract or apparent authority." Since there appears to be a contradiction regarding the subcontracting expectations, please provide clarification regarding the term, "agent," and the use of subcontractors for this contract.

Answer: No use of subcontractors is permitted

2. In Section A, page 6 of the RFP, A.10.3. states, ". . . ALL travel expenses to be incurred by the supplier in performance of the Contract shall be included in the total bid price/contract amount." By contrast, Section B.7. states, "All travel under this contract shall be reimbursed subject to the terms and amounts as set forth in the Oklahoma State Travel Reimbursement Act." Given that some of the services provided will be on an "as needed" basis (Section C.2 pages 10 - 11), please provide clarification regarding providing travel costs for unspecified travel activity.

Answer: Whether needed or not ALL Travel Cost must be added into your pricing in the RFP, vendors can list on a separate sheet what their travel cost will be when you have to travel.

**Description of Amendment - continuing**

b. All other terms and conditions remain unchanged.

Supplier Company Name ( <b>PRINT</b> )	Date
--	------

Authorized Representative Name ( <b>PRINT</b> )	Title	Authorized Representative Signature
---	-------	-------------------------------------