



## OKLAHOMA DEPARTMENT OF HUMAN SERVICES

Contracts and Purchasing Unit  
Sequoyah Memorial Office  
Building PO Box 25352  
Oklahoma City, Oklahoma 73125



### ADDENDUM 2

**On March 11, 2019 there was a network outage (Incident # 1202176). Due to the outage, the Response Due Date and Time is April 16, 2019, 3:00pm CDT.**

**P/A NUMBER: 20000103**

**Invitation to Bid from vendors who currently have or can obtain access to utility company database information**

### QUESTIONS AND ANSWERS:

**Question 1.** Please confirm that the response to this ITB consists of only the Completed Responding Bidder Information Form, the Completed Non-Collusion Form, Proof of Liability Insurance and Proposed Pricing and Cost?

**Answer 1.** Yes, please refer to the solicitation packet "Section F. Checklist"

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**Question 2.** Is the State currently using a vendor to perform these services? If so, who is that vendor and what is the current pricing?

**Answer 2.** The service is currently provided by Utility Data Services Inc. at the monthly rate of \$1,375.00.

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**Question 3.** How many DHS/CSS personnel would require access to the online search tool for utilities/locate data?

**Answer 3.** All of (CSS) Child Support Services staff would need access. There are approximately 700 CSS staff.

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**Question 4.** The solicitation indicates an estimated 700-800 searches monthly. Would DHS/CSS be interested in batch capability for searching large volumes of subjects to obtain utilities/locate data?

**Answer 4.** Yes

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**Question 4.1.** If so, how often would you anticipate running a batch search (e.g., daily, weekly, monthly)?

**Answer 4.1.** No more than weekly.

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**Question 5.** The solicitation footer indicates a total of 29 pages, but the document provided stops at page 23, ending with Section G. Price and Cost, followed by Attachment One, Agreement to SafeGuard Federal Tax Information. Can you please clarify if pages 24-29 are applicable and provide them if valid?

**Answer 5.** Page 24 and Page 25 are part of DHS Form 03AD001E, Agreement to Safeguard Federal Tax Information, Attachment One (1), Page 1 and Page 2. DHS Form 03AD001E is referenced in Section B.6.5. - User logon authorization. Page 26 through Page 29 are forms in which are also referenced in Section B.6.5 (DHS Form 05SC004E Logon Authorization Request for Non-DHS Employees and DHS Form 05AD133E Employee and Non-Employee Acknowledgment of Confidentiality). If applicable, Form 05SC004E and Form 05AD133E will be included if access is necessary.

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**Question 6.** Does the one PDF file comprise the entire solicitation package?

**Answer 6.** Yes