



# Amendment of Solicitation

Date of Issuance: May 23, 2019

Solicitation No. 5660001155

Requisition No. 5660010038

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:**

5005 N. Lincoln Blvd., Ste. 300  
Oklahoma City, OK 73105

or

**Personal or Common Carrier Delivery:**

5005 N. Lincoln Blvd., Ste. 300  
Oklahoma City, OK 73105

Shanica Burdex  
Contracting Officer

405- 522 – 8404  
Phone Number

Shanic.Burdex@omes.ok.gov  
E-Mail Address

**Description of Amendment:**

a. This is to incorporate the following:

**Please see below for the following questions regarding this solicitation**

Q1.) Is there a current incumbent provider?

A1.) We do not have a provider for this currently. This would be a new services for us.

Q1a.) If so, approximately how many employees were provided throughout the previous year?

A1a.) N/A

Q2.) Can you provide your spend in 2018 for these services in the RFP?

A2.) Since this is a new service, we do not have a spend for 2018.

Q3.) Can you estimate your spend for the first year for these services in the RFP?

A3.) We do not have this information at this time.

Q4.) Do you payroll employees back to the staffing agency? If so, what percentage of the spend is payrolled employees?

A4.) Yes. This will be added as an Added Value to the solicitation and part of the evaluation criteria. If/when possible, the Oklahoma Tourism and Recreation Department will refer potential candidates or new hires to the staffing supplier to fill positions. Supplier(s), please disclose if a potential candidate or new hire is referred to your staffing agency, would you be able to offer a discounted rate?

Q5.) Will you have peak months?

A5.) Memorial day through labor day is peak since the park is busier during the summer months. However, we could see some peak time during any time of the year depending on where the needs is.

Q6.) How many vendors will be awarded for this contract?

A6.) See A.15. Award of Contract.

Q7.) What is the estimated budget?

A7.) We do not have this information at this time.

Q8.) Is there an incumbent working in this contract?

A8.) No

b. All other terms and conditions remain unchanged.

\_\_\_\_\_  
Supplier Company Name (**PRINT**)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Authorized Representative Name (**PRINT**)      Title

\_\_\_\_\_  
Authorized Representative Signature