



## Amendment of Solicitation

Date of Issuance: 3/26/2019

Solicitation No. 0900000369/SW0243

Requisition No. na

Amendment No. 4

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: Sheri Diehm

**5005 N. Lincoln Blvd.**

Oklahoma City, OK 73105

Sheri Diehm

Contracting Officer

405-365-1964

Phone Number

Sheri.diehm@omes.ok.gov

E-Mail Address

### Description of Amendment:

a. This is to incorporate the following:

Question 1: Your reply to question 12 clarifies that we can offer anything which is included in section C.1.1. but how do we go about doing that? The price and cost spreadsheet does not include line items for any other items in section C.1.1.

Do we just add line items to that spreadsheet for anything else we want to offer?

Or do we simply replace what is in the spreadsheet?

Answer: Please use the bottom portions of the form. Use this format and replace "example" with your list of items. Expand the lines as needed.

Question 2: Can a bidder provide alternate quantities and equivalents for any equipment and different configurations that could work for all state agencies?

Answer: Yes, a bidder can provide alternate quantities and equivalents for equipment, services etc. and different configurations of such items, which could work for all state agencies. The bidder is encouraged to submit what can be provided, that is within the scope of the solicitation.

Questions 3: On form CP-076. Do out of state companies still need?

- Oklahoma sales tax permit
- Registration with the Oklahoma secretary of State
- Workers Compensation (no workers living in OK)

Answer:

- Oklahoma sales tax permit

Yes, if you sale products in Oklahoma and collect sales tax. However, you will need to follow the directions on the form and provide a letter describing why you do not pay sales tax in Oklahoma.

- Registration with the Oklahoma secretary of State

Yes, you will need to register if you are chosen for award. However, you will need to follow the directions on the form and provide a letter describing why you are not registered with the Oklahoma Secretary of State.

- Workers Compensation (no workers living in OK)

Provide the Workers Compensation form you have for the workers you have presently from the state you are in currently. This form needs to provide workers compensation insurance to your workers (employees) no matter what state they live in.

Question 4: Why do you need a lift for the 145180 scanner?

Answer: This scanner is used to scan large loads that could be on pallets, in boxes or containers and can be very heavy. When there is a difference in height from the ground to the top of the conveyor, we need a way to get these large loads from ground level to the conveyor level (top) without placing the load on the conveyor manually or by other means. Please include in your response, equipment that is best suited to your scanner that would provide this function. If you need more information, email additional questions to the email provided in the solicitation.

Question 5: What is the weight capacity of the lift tables?

Answer: The lift table specified has a weight capacity of 11,000 lbs. If the scanner you are proposing has a different capacity, include that information in your response.

Question 6: Do the rollers of the lift table need to be motorized in order to push the package into the machine and pull it out on the other side?

Answer: Yes, if the lift table you are proposing needs to be motorized to push the package into the machine and pull it out on the other side. This may or may not be required but the option and cost should be included in your response. The State may or may not need this option.

Question 7: Will you require the lift tables and the conveyor feeders for the bulk scanner?

Answer: If the lift tables are installed next to the machine the feeders are not necessary and the required space for the installation will be reduced. The bidder should respond with the best proposal for the State. If the proposed scanner does not require this equipment, then specify that in your response.

Question 8: We are the manufacturer of X-ray security inspection system and we only able to supply the said X-ray system and we are not able to provide on-site services. So can we still supply the X-ray system for you or not?

We have noticed that you need the services as below:

12-Month On-Site Extended Warranty with Preventative Maintenance:

- On-site service coverage 8:30 am to 5:00 pm, Monday to Friday
- All labor, travel time and travel expenses
- All replacement parts required
- Unlimited access to 24/7 Technical Support

Answer: Yes, you can still send a response with the x-ray system without said services.

Question 9: Are you to able disclose where this unit will be installed?

Answer: Oklahoma City, Oklahoma. This question will also be answered for all vendors in Amendment #4. You will need to return all amendments with your response. All questions are due by March 25th and the amendment will be posted by March 26<sup>th</sup>.

Question 10: The address to send your responses has been corrected for US postal service delivery: See Answer below.

Answer:

Office of Management and Enterprise Services

ATTN: Sheri Diehm

5005 N. Lincoln Blvd.

Oklahoma City, OK 73105

Questions 11: Are body scanners part of the solicitation?

Answer: The State is accepting all types of security scanners within the scope of the solicitation. Submit what your company provides in Attachment A. Attachment A is designed to expand the line or cells to customize to your requirements. Provide all supporting information regarding your product or services in your response. Your response will need to separate the products from services. Include if your company would service products from other companies or just the products they provide.

Question 12: Your referenced Solicitation notes, "Attached for reference is the VPAT Instructions Template."

I have not been able to locate such an instruction template attached to the solicitation nor Oklahoma VPAT forms. Can you please help?

Answer: The language in "E.11.3.4. Section Four-EITA Compliance" is replaced in its entirety with the following language:

"Provide adequate information defining your products level of EITA compliance by providing a Voluntary Product Accessibility Template (VPAT) that indicates compliance of all products offered with the provisions of Section 508 of the Rehabilitation Act Amendments included in the Workforce Investment Act of 1998.

Supplier may provide a URL link to a website providing VPAT for products deliverables through resulting Contract."

Questions 13:

I wanted to clarify a few things based on the Products list:

1- I understand that for the mandatory specifications for equipment, there is an actual price chart, but for the list of additional products only the data sheets need to be attached or pricing also?

2- Can you clarify what is meant by value added items under section C.1.1.?

3- How should the format of the proposal be? Under the bid Deliverables the layout is clear, but for section E.11.3 Section Three- Response to Specifications/Requirements, do you want the data sheets for the equipment in the same order as they are listed? For services, do you just want a description without pricing?

Answer:

1. The bottom portion of Attachment A is provided for a list of products and a place for pricing. You can add lines and expand the cells to adapt it to your products. You can also provide data sheets when available.
2. This is provided for other products that you provide that might not fall into any of the categories that were included in the form and that is added value items.
3. Use the deliverables layout for your response in Section E.11. Section E.11.3.-Section Three-Response to Specifications/Requirements is where you put all information requested in Section C. Put the data sheets in Section Three, E.11.3.

Question 14: Does the whole solicitation package need to be sent with the proposal as well? On page 10, a signature is required. Page 22 asks about the EFT information. The checklist has these on it, but I am asking if we can just send the corresponding pages or if we do need to send the whole packet?

Answer: No, you don't need to send the solicitation packet back in your response, in its entirety. However, do send back what is required, such as, signatures and those corresponding pages, forms etc.

Question 15: Since the answers to the questions will be issued the 26th, after the questions due date, if we still needed clarification on one of the answers addressed, are we able to still ask?

Answers: Questions received after 3:00 PM CST on March 25<sup>th</sup> will not be answered.

Question: In light of Oklahoma City's request for quarterly sales reports, will the City be providing forms naming the required particulars to be completed by vendors?

Answer: The particulars of the quarterly usage report is outlined in B.10.5. Please provide the information requested in a form you create. Also, this information for quarterly sales reports is for the State of Oklahoma. Please check the address in the solicitation to be sure you send the report to the requesting entity should your company be selected for award.

**Question 16. Clarification for Amendment #3.**

Question 2: Do the Amendments need to be mailed in or can they be emailed/faxed?

Answer: All amendments **must** be mailed in with your response.

Question 3: Is there a deadline to complete and send in the Amendments?

Answer: All amendments **must** be mailed in with your response by the date and time stated in the solicitation.

Question 17: (1 and 2)

1 - Under section A.2. Bid Submission

A.2.4.- It states that "in addition to a hard copy submittal, the bidder will also be required to submit an electronic copy. However, under section E.3. Submission of Bid E 3.3. it is stated that "Each bidder must submit one (1) original and four (4) copy of the bid on flash/thumb drive for a total of five (5) electronic documents in a "machine readable" format."

Can you please clarify which one is correct or if we need to submit an original HARD copy for the bid and price worksheets and also the five (5) electronic copies and one (1) electronic copy on flash drive labeled price/cost?

Also, for the five (5) electronic copies on flash drive, one (1) flash drive will have the original copy and be marked original and then the other flash drive will have four (4) copies or the four (4) copies need to all be on separate flash drives?

Answer: Each bidder must submit one (1) original and four (4) copy of the bid on flash/thumb drive for a total of five (5) electronic documents. No hard copies are required.

2 - According to amendment #3, question and answer #2: Do the Amendments need to be mailed in or can they be emailed/faxed?

Answer: All amendments must be mailed via USPS or personal carrier and received prior to the solicitation closing date and time.

In section A.3 of the solicitation package, (A.3.1) it states, "Amendment acknowledgements may be submitted with the bid or may be forwarded separately. If a new amendment comes and is posted after we send in our proposal, can we e-mail the new amendment separately?

Answer: All amendments must be mailed via USPS or personal carrier prior to the solicitation closing date and time.

Question 18: (1 through 32)

#1-Attachment A and RFP, §H Following response #12, Amendment 3.

Please confirm that bidders can modify this form to add rows and/or columns to address shipping and warranty variants and non-X-ray models?

Answer: Confirmed

#2:RFP, §B.14, VPAT Website.

The Supplier may provide a URL link for a website maintained by the Supplier or product manufacturer which provides VPAT's for all products offered through the Contract.

Please confirm that a website is optional. Will the availability of this website be weighed in the evaluation?

Answer: Confirmed, the website is optional. The content on the VPAT is weighed in the evaluation.

#3: RFP, §E.3.3

Each Bidder must submit one (1) original and four (4) copy of the Bid on flash/thumb drive for a total of five (5) electronic documents in a "machine readable" format. One (1) flash/thumb drive shall be marked as the original. This seems to indicate that only electronic files are to be submitted. Please confirm or clarify.

Answer: Confirmed

#4:RFP, §E.11.4, Section Four -EITA

Compliance providing a Voluntary Product Accessibility Template (VPAT) that indicates compliance of all products offered with the provisions of Section 508. Since equipment operators are generally not vision or hearing impaired, Section 508 rarely applies to the proposed equipment. We ask that the VPAT requirements, including the dedicated website, be waived.

Answer: Denied.

#5: RFP, §E.11.4, Section Four – EITA Compliance complete the VPAT & Accessibility - OMES Form that is applicable. Attached for reference is the VPAT Instructions Template. There were no instructions attached. Can we interpret this that the requirement is not applicable?

Answer: The language in "E.11.3.4. Section Four-EITA Compliance" is replaced in its entirety with the following language:

"Provide adequate information defining your products level of EITA compliance by providing a Voluntary Product Accessibility Template (VPAT) that indicates compliance of all products offered with the provisions of Section 508 of the Rehabilitation Act Amendments included in the Workforce Investment Act of 1998.

Supplier may provide a URL link to a website providing VPAT for products deliverables through resulting Contract."

#6: RFP, §E.11.7, Section Seven - Attachment A, Pricing Proposal

Section E.11 outlines the required format and structure, showing Section Seven as the Price Proposal

§E.3.4 indicates a Price Proposal submitted on a USB in a separate envelope, which seems to contradict §E.11.7.

Please clarify the submission requirements regarding structure and format.

Answer: The price/cost proposal must be in one envelope and the technical response must be in a separate envelope. Both envelopes must be in one envelope for mail/ship/delivery purposes.

#7: RFP, §F -Checklist

Only mentions the Technical Proposal (#9) Contradicts §E.11.7. Please clarify. Are we submitting one document in hard copy or two?

Answer: Do not submit hard copies. All submissions are in electronic format.

#8: RFP, §E.11, Bid Deliverables, C.3.2 includes several submission requirements related to SOW

E.11, Deliverables does not specifically reference SOW. Please confirm that these responses should be in Section Three.

Answer: See C.3.2.18. If a bidder cannot provide a service that is described in Section C. the bidder is not disqualified and can respond to all or none of the services in their response. Identify the difference in service provision for consideration.

#9: RFP, §E.11, Bid Deliverables, The outline does not make any reference to T&C fill-ins

Please advise where fill-ins B.3, B.4, and E.10 should be placed. We assume Section One following the Supplier/Vendor Payee Form?

Answer: Any additional requirements should be located at the end of the response.

#10: RFP, § E.4.1. Responses should identify other systems that their product/system integrates with and discuss how their product performs with integrated systems. This requirement seems to indicate possible integration with either a Baggage Handling System or other equipment. Please provide design specs and software requirements in order to assure correct integration and pricing.

Answer: Identify if the product/system needs to integrate. If you are the selected vendor and have this requirement, then we will have additional security requirements. Otherwise this requirement doesn't apply.

#11: RFP, § C.1.1. chemical detection

Are there specific substances the State wants to detect or a specific category for detection,

i.e., explosives, narcotics, Chemical Warfare Agents or Toxic Industrial Chemicals? Can the State be more specific regarding this requirement?

Answer: The State wants to detect all substances and categories for detection that your company can provide.

#12: RFP, §B.19, Any Bid shall include, as applicable: hosting provisions. Please specify what this requirement entails.

Answer: If you are providing a Hosted Solution then this requirement would apply. This would not apply to the products or services we require in this RFP.

#13: RFP, §B.19

Any Bid shall include, as applicable: account. Please specify what this requirement entails.

Answer: This section addresses the following: Any Bid shall include, as applicable, hosting provisions, Service Level Agreements (SLA's), Billing Information, Documentation, Training, Account, Team/Support Provision, Escalation Process and Pricing for each product, supply or service. Such provisions, SLA's and other information are subject to negotiation and additional provisions related to hosting services and SLA's may be required prior to any award being issued. See #5 in Section B.19.

#14: RFP, §B.19 Any Bid shall include, as applicable: team/support provision. Please specify what this requirement entails.

Answer: See #5 in Section B.19. The comma is not supposed to be in that sentence. It should say Account Team and Support Positions outline the suppliers capabilities.

#15: RFP, §E.3.2.5

In cases where existing equipment has been previously installed, describe what the Supplier will provide for services to maintain this equipment. Please specify what this requirement entails. Are you asking bidders to support competitors' equipment?

Answer: Yes, if you provide a service and can service competitor's equipment. This is not a requirement of the RFP.

#16: RFP, §E.3.2.11.2

The Supplier's billed hours shall commence at sign- in time and cease at the time signed out on log. Please explain "billed hours."

Answer: Service hours actually worked from sign-in to sign-out of the location where the equipment is located. List all charges including the hourly rate that are charged for services in Attachment A.

#17: RFP, §A.26

Successful bidder(s) awarded the Contract shall obtain and retain insurance, including workers' compensation, automobile insurance, medical malpractice, and general liability.

We assume that "medical malpractice" insurance will not be applicable. Please confirm.

Answer: Confirmed, Medical malpractice insurance is a financial-based instrument available only to physicians or those individuals involved in healthcare. All other requirements for insurance remain the same.

#18: RFP, §B.17,

Ordering: Any product, supplies and/or services furnished under this Contract shall be

ordered by the issuance of a written purchase order or by the use of a valid State purchase card. This implies that there would not be a P.O. with the use of the purchase card. Please clarify.

Answer: If payment is received by use of a purchase card a purchase order is not required but may be used. If a purchase order is not used then the order will be placed by other means available.

#19: RFP, §B.17,

Ordering delivery to multiple destinations may be required, as applicable, at no additional cost.

Are you looking for one standard freight cost for all purchases orders to the state, or will this be calculated individually for each future PO?

Answer: Each order will be calculated individually for each purchase order.

#20: RFP, §B.19, Bid Inclusions, RFP, §E.11.7, Price Proposal, Attachment A, and RFP, §C.6, Value Added Items - pricing for each product, supply, or service.

Please confirm that the pricing for non-X-ray products and services should be entered in Attachment A, §Value Added Items, row 77f. If yes, please confirm that product descriptions and data sheets should be submitted in Section Eight.

Answer: Confirmed.

#21: RFP, §E.3.4

Each Bidder must submit one (1) original of the Price/Cost flash/thumb electronic document in a "machine readable" format. Please confirm that we are to submit one (1) original hard copy and one (1) electronic file in this sealed envelope.

Answer: Do not submit hard copies. See Section E.3.4. All information relating to price/costs are to be sent in a separate envelope, on a separate flash/thumb drive clearly marked as "Price/Cost". Each Bidder must submit one (1) original of the Price/Cost flash/thumb electronic document in a "machine readable" format. "Binder" has been removed from the sentence as amended above.

#22: RFP, §E.5.1

In addition, the Bidder shall submit the [proprietary] information separate and apart from the Bid and mark it Financial or Proprietary and Confidential.

Please clarify. Does this mean that any content marked as proprietary should be redacted? Or is this a duplicate submission?

Answer: All responses are the property of the State of Oklahoma and are subject the Open Records Act. Submit a copy with redactions if needed. See Section E.5.2. for more information.

#23: RFP, §B.20.1.7

The Contractor shall submit background check requests a minimum of two weeks prior to arriving at the facility.

Is the check valid for one year? Can a pool of FSTs be submitted?. Please confirm or clarify this requirement.

Answer: For the Department of Corrections; we will maintain a background as valid for one year. We can also do a pool of vendors. Each facility would then be provided a list and vendor entry would require being on the approved list.

Other State Entities may have different requirements (if any).

#24: RFP, §C.2.2.1

Heavy duty small pitch motorized [conveyor]

This is specific to Smiths. Will the State accept a standard chain-driven roller bed with no pitch?

Answer: The Department of Corrections would accept a chain driven with no pitch.

Other State Entities may have different requirements. The State will accept the chain driven with no pitch for this requirement, if it is an equivalent and is in the scope of this RFP.

#25: RFP, §C.2.1

Advanced dual view X-Ray inspection system for automatic explosives and liquids detection

Is this the only model of interest or are bidders free to also add single view models?

Answer: Yes, you can submit different models. Specify if this is equivalent or not.

#26: RFP, §C.2.1

Advanced dual view X-Ray inspection system for automatic explosives and liquids detection.

Is liquids detection mandatory for all systems?

Answer: No, include all detection system you can provide.

#27: RFP, §E.11.4,

Section Four –EITA Compliance providing a Voluntary Product Accessibility Template (VPAT) that indicates compliance of all products offered with the provisions of Section 508.

Since each form is 15 pages, for vendors who do not already have this certification, we ask for a two-week extension of the submission deadline.

Answer: If you do not have this certification at time of submission and you are selected we will allow time to submit this information. However, include this information in your response and identify what you will provide to the State and when. Also why you can provide it with your response.

#28: RFP, §C.3.2.1.

This is not a requirement of the vendor to complete but is to notify the state entities of the requirement.

Unclear. Please rephrase to clarify this item.

Answer: All State entities must register x-ray equipment with the State of Oklahoma. This information was included due to State requirements only.

#29: Attachment A, RFP, §B.19, Bid Inclusions, RFP, §E.11.7, Price Proposal, and RFP, §H - pricing for each product, supply, or service

As this is an indefinite quantity solicitation, please provide the quantity vendors must use for column blank in the "Value Added Items" table found in Attachment A?

Answer: Provide quantity of 1 pricing unless otherwise indicated. Quantity discounts for value added items will also be considered.

#30: Attachment A, RFP, §E.11.7, - pricing for each product, supply, or service.

In Attachment A, under the table "Other Equipment/Accessories/Supplies", only.

Answer: If you provide a product or service within the scope of the RFP is not listed you can add it in the area of Attachment A.

#31: Price Proposal, and RFP, § H.

Percent off list is noted. Where do we input list price? The dollar sign for "Total" indicates that the column may be misnamed? Please clarify.



Answer: Be sure you are using the third (3) revision of Attachment A. If there is something misnamed or the formula is not calculating correctly please correct this and note that you did so on the form.

#32: Attachment A, RFP, §E.11.7, Price Proposal, and RFP, § H. - pricing for each product, supply, or service

In attachment A, what is the different between "Other Equipment/Accessories/Supplies" and "Value Added Items"?

Answer: No difference, this is provided so the vendors can provide all equipment and services available that are within the scope of the RFP.

#33: RFP, §C.2.1 Specifies Smiths Detection

Is the state willing to consider systems that are not 100% compliant with the named Smiths Detection equipment? Do you anticipate more than one IDIQ award?

Answer: Yes, we will accept the equivalent to Smiths Detection equipment. This is a multi-vendor award.

Question: for questions #1-#33: typos in regards to the question submission form submitted yesterday. If acceptable we can submit a revised document however below are the section typos.

1. Question #10 should have referenced section C.4.1 instead of C.3.4.1.
2. Question #11 should have referenced section C.1.1 instead of C.3.1.1
3. Question #28 should have referenced section C.3.2.1 instead of C.3.2.2.

Answer: No revised document is required.

b. All other terms and conditions remain unchanged.

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

\_\_\_\_\_  
Date

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

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