



Date of Issuance: 8/25/20

Solicitation No. 3450004939

Requisition No. 3450032457

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:

Sign and return a copy of this amendment with the solicitation response being submitted; or,

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 in the subject line of the email.

ISSUED FROM:

Richard Williams
Contracting Officer

N/A
Phone Number

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E-Mail Address

RETURN TO: OMESCPeBID@omes.ok.gov

Description of Amendment:

a. This is to incorporate the following:

Below are the answers to all questions received. The amendment also includes 2 attachments (Materials & Supplies excel and Bar Code Example jpg).

Q.1. Does this effort start in 2020 or 2021? The SOW references period of performance of 7/1 to 6/30, if the effort is to start in 2020, will there be any time allowance for the initial year inventory completion date of 6/30/21?
A.1. No, there will not be additional allowance.

Q.2. Is an individual scan for each asset that has been tagged required for inventorying purposes? If so, will there be a scanning device provided?
A.2. Yes, each asset will need to be scanned. No, we will not provide scanning devices.

Q.3. What level of support is ODOT personnel anticipated to provide during onsite inventories? Is there a representative at each division or location that will assist in facilitating the audit?
A.3. The admin assistant or superintendent will be able to assist at each location showing where the assets are and helping to answer any question.

Q.4. Can you provide a listing (or sample listing) of the materials & supplies found at an average location/yard?
A.4. See Attachment.

Q.5. Does the inventory of fixed assets include office type assets and if so, what is the dollar threshold of fixed assets that are tracked and counted?
A.5. Yes, no dollar threshold. Everything with a bar code needs to be scanned.

Q.6. Are the fixed assets (equipment, furniture, it, etc.) currently tagged with their asset number? If so, does the tag include a scannable barcode?

A.6. Equipment (trucks, tractors, buildings etc) is tagged but does not have a bar code. Everything else has a bar code. Equipment without a bar code is a manual key in.

Q.7. Can a sample barcode image be provided?

A.7. See Attachment.

Q.8. If a fixed asset is encountered that is new to the location and not on the provided listing, do you want the contractor to tag the asset and capture appropriate information (for example, description, make, model serial number, etc.) and add it to the file?

A.8. No, we will add asset.

Q.9. What type of electronic file will be submitted regarding inventory verification? (Excel, CSV, or is there a proprietary file type)?

A.9. Excel or CSV

Q.10. When was the last physical inventory performed and who performed these services?

A.10. All locations were last done during the 7/1/18 to 6/30/19 fiscal year. About half were done 7/1/19 to the 6/30/20 fiscal year. These inventories were done internally.

Q.11. Are there any "set asides" for this contract (i.e. 8a, SDVOB, Minority-Owned, Small Business, etc.)?

A.11. Answer is unknown at this time.

Q.12. Can you provide a sample listing of items of materials that make up 2.2 million count? How do items like fuel or sand get included in that number?

A.12. Sample list attached (same as #Q.4). Fuel is read by either sticking the tank with measuring stick or by reading the meters by an ODOTer. Inventory person is to verify. Sand amount is eyed.

Q.13. Would it be acceptable to provide a fee per site with a caveat for an increase/decrease for fee in the event the asset count is substantially inaccurate?

A.13. Yes, they can charge per hour.

Q.14. What data elements need to be collected for each asset? Sample list includes Tag, Description, Model, and Serial. Is that the extent of what needs to be provided back?

A.14. We need to know what tag numbers were located.

Q.15. Wanted to clarify inventory dates are to be conducted from July 1, 2020 to June 30 2021.

A.15. Yes, correct.

Q.16. Do all assets have tags and will vendor need to apply tags to assets that do not currently have one?

Equipment (trucks, tractors, buildings etc) is tagged but does not have a bar code. Everything else has a bar code.

A.16. Equipment without a bar code is a manual key in. If there is not a bar code, they will not be responsible for applying them. We will handle that.

b. All other terms and conditions remain unchanged.

Supplier Company Name (**PRINT**)

Date

Authorized Representative Name (**PRINT**) Title

Authorized Representative Signature