

**ATTACHMENT A**  
**SOLICITATION NO. 0900000464**

This Solicitation is a Contract Document and is a request for proposal in connection with the Contract awarded by the Office of Management and Enterprise Services as more particularly described below. Any defined term used herein but not defined herein shall have the meaning ascribed in the General Terms or other Contract Document.

**PURPOSE**

The Contract is awarded by the Office of Management and Enterprise Services (OMES) for the installation and removal of Christmas decorations in the Oklahoma State Capitol Building.

**1. Contract Term and Renewal Options**

The initial Contract term, which begins on the effective date of the Contract, is one (1) year and there are two (2) one-year options to renew the Contract.

**2. Contract Specifications**

**A. Obligations of Supplier:**

1. Protect all existing surfaces and fixtures during the installation of the decorations. State of Oklahoma assumes no liability for decorations.
2. Verify all measurements required for all items that are to be provided.
3. Install all decorations and have project completed no later than November 30, 2020.
4. Remove all decorations no earlier than January 2, 2021 and no later than close of business January 8, 2021.
5. Perform all work so that no damage to building, grounds or tenant property occurs. Supplier shall repair any damage to building, grounds or tenant property to the satisfaction of OMES at no cost to the state.
6. Abide by the statute governing no smoking on State Capitol Complex property.
7. Take all necessary steps to assure proper safety during the performance of this contract.
8. Perform all work under contract on week days (Monday through Friday) between the hours of 8:00am and 5:00pm.
9. Obtain approval of OMES officials before installing any decorations