



Date of Issuance: 04/26/2021

Solicitation No. 0900000492

Requisition No. 0900015063

Amendment No. 2

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:

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Description of Amendment:

a. This is to incorporate the following:

Below are the answers to the second-round question period. No further questions shall be accepted.

Closing date is unchanged and remains 3pm CST on Thursday, April 29, 2021.

1. In our experience, operational assessments such as the one we believe the Oklahoma State Department of Health (DOH) is requesting generally have a significantly lower budget (e.g., in the \$350-400k range) than the budget provided in Amendment 1. Can the DOH please clarify the scope of the project to help bidders understand how to best develop a proposed approach and budget for this project?

We are certainly open to a proposed budget in a lower range. Firms should submit a proposed scope of work that will help us thoroughly understand the key issues in the organization and develop a plan to address them.

2. Does the SOW need to be blinded (similar to the PC submission), or can we reference our company information in the SOW?

No, the SOW does not need to be blinded. The blind aspect applies only to the Level of Expertise, Risk Assessment, and Value-Added submittals.

3. In Attachment A of this RFP, Item 2A lays out the Obligations of the supplier as follows:

- Overall performance assessment
- Organizational effectiveness review
- Operational and business process review
- Technology evaluation
- Identification of key gaps
- Recommendations and high-level implementation plan to address gaps

Are there any additional requirements to the supplier obligations?

These are the core content requirements for the RFP. We have nothing further to add currently. Once the winning bidder is selected, we will work with the selected bidder to hammer out a final scope of work and contract based upon their recommendations.

4. In the bidder instructions under item 8.1.B it is mentioned that “it is critical to document lessons learned and opportunities for improvement.” This seems to be something that may have been left out of Attachment A. Will the bidder be facilitating a lessons learned session in addition to the obligations mentioned in Attachment A?

“Lessons learned” and “key gaps” are used largely interchangeably. The intent is for the winning bidder to identify opportunities for improvement and ways to address them.

5. For Level of Expertise (LE), Risk Assessment Plan (RA), and Value Added Plan can we combine all three documents into one separate attachment called: Project Capability Submittals?

This would be acceptable as long as they remain in Word format. It is preferable that they all be separate Word documents, but a single Word document would be acceptable. The limitations remain a maximum of two pages for each section (LE, RA, VA) for a six-page maximum for the Project Capability Submittals.

6. Shall the Bidder Expert Lead Form be included in the bidder’s proposal or can it be submitted as an attachment?

Either is acceptable.

7. 8.1G.i states, “All costs associated with technical capabilities explained in the LE Plan must be included in the Project Price Proposal”- Are we to include a Basis of Estimate (BOE) with our pricing?

Bidders are to provide not only a total price in their price submission but also a breakdown of how they arrived at that price and can show the price is accurate and correct. Any costing proposed should be fully explained and any assumptions made to arrive at that price must be explained in the submitted SOW.

8. When might bidders expect to be notified that they have been selected for the interview phase?

Currently, the schedule is for blind evaluations to take place on Friday afternoon (April 30th). After those are completed, we anticipate sending out invitations to interview by the end of day on April 30th. The interviews are currently scheduled for the afternoon of Monday, May 3rd. Due to the short amount of time in-between it is important for all bidders to make sure their listed individuals (Bidder Expert Lead Form) will be available on Monday afternoon. One or both may be asked to interview depending on time constraints. If both, they will be in separate interviews and not together.

b. All other terms and conditions remain unchanged.

Supplier Company Name (**PRINT**)

Date

Authorized Representative Name (**PRINT**) Title

Authorized Representative Signature