



# Amendment of Solicitation

Date of Issuance: 08/27/2018

Solicitation No. 2650000351

Requisition No. 2650006311

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:**

State Department of Education  
ATTN: Rebecca Thompson  
2500 N. Lincoln Blvd, Suite 429  
Oklahoma City, OK 73105

Rebecca Thompson  
Contracting Officer

405 - 521 - 2682  
Phone Number

rebecca.thompson@sde.ok.gov  
E-Mail Address

**Description of Amendment:**

a. This is to incorporate the following:

The following questions have been submitted concerning the solicitation. All questions and procurement/agency responses are detailed below for ITB 2650000351 production of Teacher of the Year ceremony.

**Q1:** The State Fair has said they will again provide the Lighting and Sound equipment for this event. However, the solicitation requests bidders to include all Sound and Lighting equipment, including that provided by the State Fair. Is this correct?

**Response:** The Oklahoma State Fair will provide the Lights and Sound for the event as it did last year, except they will not be providing the up-lighting for the back drape of the "staging area."

**Q2:** No video screens, projectors, video cabling equipment or services is included in this bid. Historically, video screens and projectors have been used at this event. Has the event requirements changed to omit the need for any video equipment support?

**Response:** The event requirements have not changed. These items were inadvertently omitted from the solicitation document. The following is a list of items the selected production company is required to provide:

1. 12 x 32' grey carpet
2. USA and Oklahoma State flag set
3. Spandex podium with slanted top, Oklahoma State seal and reading light
4. 16' high x 50'wide blue stage backdrop draping and vanity drape for opening
5. Approximately 60' black off-stage drape (30' per side)
6. Background drape lighting and control/dimmers
7. Backstage safety lights drop/rope lighting
8. 2 – 5.5 x 10' video screens (front) with drape kits

- 9. Video projector stands with drapes and power
- 10. VGA distribution for two outputs: DA appropriate cables

Labor:

- 1. Appropriate technicians for load in/out
- 2. AV technician/lighting for show.

b. All other terms and conditions remain unchanged.

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

\_\_\_\_\_  
Date

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

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