



Amendment of Solicitation

Date of Issuance: 12/02/2019

Solicitation No. 2650000373

Requisition No. 2650008327

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
2500 N, Lincoln Blvd
Suite 429
Oklahoma City, OK 73105 -
or

Rebecca Thompson
Contracting Officer

405 - 521 - 2682
Phone Number

Personal or Common Carrier Delivery:

N/A

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

,OK -

Description of Amendment:

a. This is to incorporate the following:

- 1. C.3.1: Of the 10,000 audience seats for the morning Keynote session, how many of those will be seated on the floor?
Answer 1. Approximately 1,000
- 2. C.3.6: What are the interfaces/outputs on the Keynote Speaker's laptop?
Answer 2. Both VGA and HDMI interface will be necessary.
- 3. C.3.7: In order to provide reliable live streaming and live captioning, at least two (2) high-speed broadband wired internet connections may be required in the venue. Is this internet connectivity supplied by the venue or must the AV Supplier include the installation of internet at the venue cost in our proposal?
Answer 3. Internet connections and service will be provided by the State Department of Education at the site.
- 4. C.3.8: Will the AV Supplier provide the display/playback equipment (computers) for graphics/content created by OSDE other than the Keynote slideshow, or is OSDE providing the playback/display equipment for that content?

Answer 4. The A/V supplier needs to provide a computer for preshow and intermission playback.

5. C.3.9: For the smaller afternoon session, will the stage be used at all? Should the stage be removed for this session, since the Podium will be moved to the floor?

Answer 5. The stage will not be used at all, but it is not necessary to remove it during the lunch break. All stage disassembly needs to happen after the end of the afternoon session.

6. Are there any event themes and/or colors that should be used in the design?

Answer 6. The color scheme for the event is navy blue and orange. A save-the-date is attached for reference.

7. Could we know who else will be bidding on this project?

Answer 7. The list of suppliers the solicitation was sent to is not available.

8. At many OSDE events, a teleprompter is used. Are you wanting teleprompting included for this event?

Answer 8. No teleprompter is needed.

9. Is the media invited and should a mult-box be provided?

Answer 9. Yes. Media will be invited and we will need a press feed for audio available

10. With previous OSDE bids, a budget number has been provided. Can a range be provided?

Answer 10. Budget information is not available for this solicitation.

11. Section C.3.6. requests one large display with an aspect ratio of 32:9 to show a slideshow and image magnification feed side-by-side. Would two large, separate 16:9 aspect ratio screens be an acceptable solution if more appropriate for the production design?

Answer 11. Two separate displays would be acceptable as long as they can be positioned next to each other in such a way that they appear seamless.

12. Section H.1.2. requires a complete budget sheet to be submitted with the response. Are there any requirements on the format or information included in the budget sheet?

Answer 12. There are no requirements as to the format for the budget sheet as long as all costs and charges associated with the service are itemized and included.

13. Section C.3.7 - The supplier will provide the equipment and network necessary to stream the live and captioned video to OSDE's website. Is there a specific format and size layout the OSDE website requires for the live stream?

Answer 13. Our website window for streaming should not go wider than 900px wide and an mp4 format.

14. What "look" best represents your event?

- A.) Business Professional
- B.) Business Casual
- C.) Business Formal
- D.) Business Educational

Answer 14. A combination of A & D

15. Can providers meet the 32:9 aspect expectation for the displays/screens via two 16:9 displays/screens side-by-side?

Answer 15. Yes. As long as they are immediately next to each other and can appear relatively seamless.

b. All other terms and conditions remain unchanged.

Supplier Company Name (**PRINT**)

Date

Authorized Representative Name (**PRINT**) Title

Authorized Representative Signature