



Date of Issuance: 4/20/2020

Solicitation No. 2650000378

Requisition No. 2650008614

Amendment No. 2

Hour and date specified for receipt of offers is changed: No Yes, to: _____ 3:00 PM 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 or
Personal or Common Carrier Delivery:

State Department of Education
2500 N Lincoln Blvd.
Suite 429
Oklahoma City, OK 73105 -

Yannet Cusic
Contracting Officer

405-522-5301
Phone Number

Yannet.Cusic@sde.ok.gov
E-Mail Address

Description of Amendment:

a. This is to incorporate the following:

Thank you for contacting the Oklahoma State Department of Education (OSDE) regarding RFP #2650000378. Please find answers to your questions below.

1) *For planning purposes, please provide a recommended budget range or maximum budget for this work.*

The OSDE does not provide a recommended budget range or maximum budget for proposals. Suppliers are encouraged to provide their best offer for rendering services.

2) *Are you currently working with any outside partner to provide these or similar services? If so, what vendor/organization(s) are you currently working with? Is the partnership ending or will the current vendor likely play a role in shaping or executing this project? If so, what vendor/organization(s) have you partnered with?*

The OSDE is not currently working with any outside partner to provide professional development for mentors. In September 2019 the OSDE partnered with Lead4ward to provide mentor training, and the OSDE provided ongoing mentor support during the 2019-2020 academic year.

3) *In the past 2 years, have you worked with any outside partner to provide these or similar services?*

Yes, as stated in the answer to question 2, the OSDE has worked with Lead4ward to provide mentor professional development.

4) *When and how will the RFP be awarded and the awardee notified? Will vendors not selected be notified?*

The awardee will be notified by email in June 2020. Vendors not selected will not be notified.

5) *In lieu of traditional resumes, may we submit detailed biographies for each staff member?*

Yes, biographies are an acceptable replacement for resumes.

6) Due to Stay Home Orders in our state due to COVID-19, we are unable to secure original signatures for this proposal. Can you please advise if electronic submission will disqualify us from consideration?
E-signatures are an acceptable format for proposals.

7) *The Scope of Work states that the professional development workshops will take place in September (A.3). Will this work be taking place over the course of the academic school year as well, or is work of preparing and facilitating in September and invoicing shortly thereafter?*

The workshops will take place in September 2020, and the OSDE will process an invoice shortly thereafter. The OSDE will have the responsibility of continuing mentor support during the 2020-2021 academic year.

b. All other terms and conditions remain unchanged.

Supplier Company Name (**PRINT**)

Date

Authorized Representative Name (**PRINT**)

Title

Authorized Representative Signature