



Date of Issuance: 03/20/20

Solicitation No. 2650000377

Requisition No. 2650008590

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 or Personal or Common Carrier Delivery:

Office of Management and Enterprise Services
ATTN: Darlene Saltzman
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Darlene Saltzman
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Description of Amendment:

a. This is to incorporate the following:

On behalf of the State of Oklahoma, the Office of Management and Enterprise Services (OMES) gives notice of the following questions concerning this solicitation, received during the Wiki QA period, which closed on March 20, 2020. All questions and procurement/agency responses are detailed below:

Q1: In the Bidder Instructions document, page 6, section 8.2.B.iv, it requests we provide a “*Certificate of Insurance and Workers’ Compensation form.*”

Will submitting our Evidence of Insurance document meet this requirement? Or is there an additional form to be filled out?

Response: There is no special form. We are just asking for your evidence of insurance coverage and amounts document.

Q2: In the Bidder document, page 9, section 8.2H.ii, it states, “*If a VPAT is required, the URL link to the Bidder’s VPAT shall be inserted in this section at the Bid Packet page referencing the VPAT.*”

In Attachment D IT Terms, on page 3, Section 3, it states, “*Supplier shall provide a Voluntary Product Accessibility Template (“VPAT”) describing accessibility compliance via a URL linking to the VPAT and shall update the VPAT as necessary in order to allow a Customer to obtain current VPAT information as required by State law.*”

Are we required to submit a VPAT with our proposal response?

Response: The Special Education system must be compliant with applicable federal laws, including the Individuals with Disabilities Education Act. Please provide a VPAT or URL link with your response.

Q3: In the Bidder document, page 9, section 8.2H.iii, it states, *“If an Information Technology Security Certification and Accreditation Assessment is required...”*

Is an Information Technology Security Certification and Accreditation Assessment required?

Response: The OSDE is looking for a web hosted application. The Security Certification and Accreditation Assessment is required to be submitted with your response.

Q4: In the Bidder document, page 10, section 9.3, it states, *“Each Bidder must submit two (2) copies of the Bid and is highly encouraged to submit its Bid on a thumb drive in “a machine readable” format...”*

A. Given the restrictions in the country, and the number of businesses including copy centers like Staples, temporarily closing, would the OMES/OSDE consider removing the requirement for 2 hard copies and allowing vendors to submit only the USB or submit via email or an online method?

B. Will one, complete compiled PDF (created from a MS Word document) meet the requirement for “machine readable”? Or would you prefer a file for each of the 13 sections? Or do you prefer another format?

Response:

A. Hard copies were not requested or preferred. Please submit your response on a thumb drive in “a machine readable” format.

B. A compiled PDF document is acceptable.

Q5: In Attachment A Specifications, page 2, Section A.1, it states *“Goal Progress Monitoring Services - A program to assist schools with developing plans, monitoring student performance, and managing data to support results-driven instruction at district and state levels.”* Will this need to be aligned to RTI/MTSS practices, thus including interventions? Or will this be specific to monitoring the progress of goals added to the IEP, ISP, and IFSP?

Response: It is just specific to monitoring the progress of goals added to the IEP, ISP, and IFSP.

Q6: In Attachment A Specifications, page 1, #1, it states *“The initial Contract term, which begins on the effective date of the Contract...”*

What is the anticipated “effective date of contract”? What is the timeline for evaluating the proposals?

Response: The effective date of the contract will be after the evaluations have been completed and after the security certification and any possible legal review. The evaluations can take anywhere from two to four weeks but can vary. The security review and the legal review both have a minimum two week turnaround time but could vary as well.

Q7: In Attachment A Specifications, page 9, Section A.11 Work Plan and Project Management.

- When does the OSDE expect system to be live and operational?
- Does the OSDE expect all 9 modules to go live at the same time?
- Can we propose a phased in approach? If yes, are some modules more immediately necessary than others and is there a preferred order of implementation?

Response:

- *August 1st but preferably July 1. We expect to acquire a system that is capable of meeting all requirements.*
- *Not sure what you mean by modules, but all components are expected to go live at the same time.*
- *If you mean the various components, only the behavior intervention and management component and seclusion and restraint management component could be phased in at a later date.*

b. All other terms and conditions remain unchanged.

Supplier Company Name (**PRINT**) _____
Date

Authorized Representative Name (**PRINT**) _____
Title _____
Authorized Representative Signature