



Amendment of Solicitation

Date of Issuance: 2/26/19

Solicitation No. 8300001161

Requisition No. 8300023369

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
5005 N. Lincoln Blvd. Suite 200
Oklahoma City, OK 73105

Darlene Saltzman
Contracting Officer

(405) 694-7016
Phone Number

Darlene.saltzman@omes.ok.gov
E-Mail Address

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 2/20/2019. All questions and procurement/agency responses are detailed below:

Q1: Sections B.1.18 and H.1

If a single remittance document lists multiple transactions for the same NCP (e.g., for multiple cases, pay periods, etc.), is the contractor to roll up the multiple transactions indicated on the remittance document into a single transaction for both the batch file transfer and for invoicing purposes?

Response: Yes

Q2: Are the receipt volumes provided in Attachment 1 based on rolled up transaction volumes?

Response: No, the numbers are not rolled up. The rolled up count is SFY 2018: 2,415,208 transactions for \$346,579,954.38

Q3: What is the expectation of the contractor if multiple transactions received on the same day for the same NCP involve multiple payment types?

Response: The expectation is that multiple payment types would be processed separately because they are unique and separate payments. The state only wants single remittance document rolled up.

Q4: Are there any requirements for rolling up multiple transactions received on the same day for the same NCP for any type of Electronic payments?

Response: No

Q5: Section B.6.8.3

Please confirm whether the contractor is responsible for all costs associated with the background checks and verifications.

Response: Yes, contractor is responsible for all costs.

Q6: Will the State confirm that the referenced section in paragraph C.3.2.1.2 should be C.3.3.7 instead of C.3.2.5?

Response: The correct reference is C.3.3.7

Q7: Section C.3.2.1.3

Will the State confirm that the referenced section in paragraph C.3.2.1.3 should be C.3.3.8 instead of C.3.2.7?

Response: The correct reference is C.3.3.8

Q8: Section C.3.3.6.p

Please confirm whether the contractor is responsible for completing address updates in OAS.

Response: No, contractor will not be updating addresses in OAS, this language is in error and probably a carryover from a previous process.

Q9: Section C.3.3.8

Will the State clarify whether text was inadvertently omitted from this section and whether items 1 through 6 are directly related to Payments for Non-IV-D cases?

Response: No other text was included. Sections 1-6 are their own section and not directly related to Payments for Non-IV-D cases.

Q10: Will the State confirm that the referenced section in paragraph c. under C.3.3.8 should be C.3.3.7 instead of C.3.2.6?

Response: The correct reference is C.3.3.7

Q11: Section E.3.12.3, Past Performance, states "Bidders shall submit a description of their last three contracts (government, commercial, etc.) that were similar to this project in scope and size..."

Does the State define scope and size to be payment processing experience with similar size?

Response: This requirement attempts to discover how the company has performed in other contracts that are similar in scope and size, so if I understand what's being asked, the answer is "yes"

Q12: Section E.3.12.4, Company Staffing and Financial Resources.

Are the certified financial statement audit, corporate tax return for the current fiscal year, compilation report, and self-prepared financial statements all required or only one of the previously mentioned materials?

Response: Bidder evidence of financial resources (documents) is to be reviewed by a financial professional and must be sufficient to demonstrate ability to meet the solicitation requirements. We have requested “a combination” of materials named, so this would eliminate a single document in most cases. Unless the instructions within each item are prefaced by “must” the material is not mandatory by itself, but to be a successful competitor you should submit as many items necessary to prove the standard is met as a whole.

b. All other terms and conditions remain unchanged.

Supplier Company Name (**PRINT**)

Date

Authorized Representative Name (**PRINT**) Title

Authorized Representative Signature