



Amendment of Solicitation

Date of Issuance: 08/21/2018

Solicitation No. 09000011617, SW0101

Requisition No. N/A

Amendment No. Three (3)

Hour and date specified for receipt of offers is changed: ☐ No ☐ Yes, to: 3:00 PM CST/CDT

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
Central Purchasing
5005 N. Lincoln Blvd., Ste. 300
Oklahoma City, OK 73105

Theresa Johnson
Contracting Officer

405 - 521 - 2289
Phone Number

theresa.johnson@omes.ok.gov
E-Mail Address

Description of Amendment:

a. This is to incorporate the following:

Answers to Questions:

The following questions have been submitted by suppliers, this amendment is issued to incorporate clarifications and to share this information with all suppliers. The questions and subsequent answers are numbered and in bold type for clarity.

Question #1 - Can the State clarify that where the solicitation refers to "corporate card" or "purchasing card" we should instead read this as Fleet Fuel Card?

Answer #1 – Yes, the reference to corporate card and purchase card should read Fleet Fuel Card.

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b. All other terms and conditions remain unchanged.

Supplier Company Name (**PRINT**)

Date

Authorized Representative Name (**PRINT**)

Title

Authorized Representative Signature

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Question #2 - Section B.6 – Do counties, school districts and municipalities participate in your current contract? If so, how many such political subdivisions participate?

Answer #2 – Yes, counties, school districts and municipalities are considered authorized users and can and do available themselves of the contract. Their usage is neither reported or tracked.

Question #3 - Section B.20.1 – Our payment method is ACH – would the State be able to accept payment by ACH rather than check?

Answer #3 – No, we cannot accept ACH and would need to be paid by check.

Question #4 - Section C.1 – Can the State differentiate the spend volume and number of transactions between fuel and maintenance?

Answer #4 - Yes, the State can differentiate between fuel and non fuel spend. \$17,253,996.04 is the spend for fuel, \$8,451,517.70 is the spend for non fuel.

Question #5 - Section C.5.6 – Can the State provide spend volume and number of transactions occurred at Marinas and Airports?

Answer #5 – No, that data is not collected or reported.

Question #6 - Section E.8.8 – Would OMES allow references from different States participating on the same master consortium contract?

Answer #6 – No, as stated in E.8.8 The surveys must contain different contracts. Supplier cannot have multiple people evaluating the same contract.

Question #7 - Section E.8.11 – Would OMES allow references with spend below \$10MM as long as they are government clients?

Answer #7 – No the requirement stands.

Question #8 - Section G 2.2.3 – Is the State using a web-based vehicle registration system today? If so, what company are you using to provide this system? Would OMES consider making this requirement Non-mandatory considering the development that may be needed by a supplier other than the incumbent?

Answer #8 – Yes, M5 Fleet Focus, Asset Works. No it would not as stated in the RFP “OMES has determined that it is best to define its requirements, desired operating objectives, and desired needs to fit some solution as Proposer may have available; rather, the Proposer shall propose to meet the OMES’s needs as defined in this RFP.

Question #9 - Section G 2.2.7 – Please describe what follow-up notification to the Program Administrator would be required?

Answer #9 – An email notification to the Program Administrator would be sufficient.

Question #10 - Section G 2.2.8 – Please clarify what is meant by “account coding” and what is it used for? What is the breakdown of the 50 characters and their structure or separation? Are these alpha numeric only or are there special characters used?

Answer#10 – As this is not specifically stated and unclear it will be changed to (NM) non mandatory.

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Question #11 - Section G 2.3.7 – Is billing cycle close “data” a typo? Should this be Date?

Answer #11 – Yes, Date.

Question #12 - Section G 2.3.12 – Is overnight card “placement” a typo? Should this be Replacement?

Answer #12 – Yes, Replacement

Question #13 - Section G 3.5.1 – Please clarify that the Agency is still liable for unauthorized transactions made by authorized employees, such as in the case of employee misuse or abuse.

Answer #13 - Vendor Fleet Card Risk Monitoring and Notification Process is required. A Dispute Process is critical. Agency should not have to pay for transactions that are not legitimate. Nor should an Agency be required to 'cover/absorb' fraudulent charges through 'card skimming'. The monitoring and security of the card readers is not the responsibility of the Agency.

Question #14 - Section H – How does the State distribute any earned rebate to participating agencies, Counties, School Districts, etc.? Does the State distribute out of a lump-sum rebate from your provider, or does the State expect the selected vendor to distribute rebates separately to each participating entity?

Answer #14 – The State will not distribute an earned rebate. Yes, see cost section H.1.1. rebates are expected to be issued quarterly per entity.