



Amendment of Solicitation

Date of Issuance: July 8, 2020

Solicitation No. 0900000430 REBID

Requisition No. 0900013770

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:

Email: OMESCPeBID@omes.ok.gov

Stephanie Beshears
Contracting Officer

405 - 522 - 1037
Phone Number

Stephanie.Beshears@omes.ok.gov
E-Mail Address

Description of Amendment:

a. This is to incorporate the following:

Q.1. Has a pre-bid date been set, determined, or scheduled?

A.1. **No.**

Q.2. Is there a bid format?

A.2 **Please refer to Bidder Instructions, Section 8.1. – Preparation of Bid**

Q.3. How or where should I submit the bid amount?

A.3 **Please refer to Bidder Instructions, Section 8.1.E.**

Q.4. Is my bid amount based on the reporting or whether I bid is per the leased or owned buildings?

A.4. **Please refer to Bidder Instructions, Section 8.1.E.**

Q.5. Should I provide information on my company staff?

A.5. **Please refer to Bidder Instructions, Section 8.1.H.**

Q.6. Start date for this Request for Proposal (only an end date is provided)

A.6. **The effective date of the contract will be when the contract is awarded.**

Q.7. Is it possible to get the original Request for Proposal documents?

A.7. **The original RFP is no longer applicable. Please refer to the current proposal documents posted as part of this rebid process.**

Q.8. Can you provide a list of the buildings that are included in this Request for Proposal?

A.8. **Please refer to Attachment A of the posted bid packet.**

Q.9. What does getting buildings Covid-19 ready mean?

A.9. Please refer to Attachment A of the posted bid packet.

Q.10. Does the contractor have to provide the supplies (i.e., hand sanitizer, gloves, masks, etc.)?

A.10. Not applicable to this RFP.

Q.11. Which buildings?

A.11 Please refer to Attachment A of the posted bid packet.

Q.12. What's the timeframe of the buildings being Covid-19 complaint?

A.12. Please refer to Attachment A of the posted bid packet.

Q.13. What has the State of Oklahoma learned or been informed of in last few months that prompted the re-issuance of this RFP? Is COVID-19 the sole driver or are there additional considerations?

A.13. The pandemic put the original RFP on protracted hold. After assessing the changed needs of the State, we choose to issue a new RFP with requirements to address COVID-19's impact on our real estate strategy.

Q.14. What are your expectations regarding on-site meetings, interviewing, or other "must have" fieldwork needed in light of the CDC and COVID-19 rules and regulations?

A.14. The State is willing to work with the selected vendor on how meetings are conducted; we expect a balance approach (on-site and virtual) that works to meet the objectives of the project, and provides a safe environment for employees of both organizations.

Q.15. Will the host organization provide all the guarantees that a consultant may request regarding safety of the project team?

A.15. Given we do not know the guarantees, we are unable to answer this question.

Q.16. Is the date of the public notice of the recommendations from the consultant currently known?

A.16. No.

Q.17. What is the State's timeline for completion of the strategic plan? Please clarify the expectations associated with the December 31, 2020 date referenced in Attachment A.

A.17. The project and final report must be completed by December 31; our preference would be for draft final recommendations and a draft report to be completed by late October or early November.

Q.18. Is the scope limited to office / administrative locations for key agencies and departments? Are Colleges and Universities out-of-scope? Is it reasonable to assume the in-scope portfolio is approximately 10m SF?

A.18. It's important that the recommendations are actionable. It would not be a surprise that a vendor chose/recommended to exclude certain types of facilities or agencies.

Q.19. Does the real estate team have a baseline understanding of COVID-19 workforce impacts at the Department-level (e.g., opportunities for continued work-from-home and implementation of alternative workplace strategies)? If so, can it be shared?

A.19. No documentation exists on the departmental/agency workforce impact on COVID-19. The State has moved a considerable amount of its workforce over a very short time frame to a remote work environment; this was done on an agency by agency basis.

Q.20. What level of detail is the State anticipating in the "development of standards" referenced in Attachment A? Are these higher-level guiding principles to direct long-term planning considerations (e.g., sf/employee) or more detailed specifications for each area referenced?

A.20. Guiding principles with moderate levels of detail (expected ranges and industry norms/preferences) are expected.

Q.21. Does the State anticipate that the consultant will perform conditions assessments and support quantification of deferred maintenance needs as part of the "evaluation of owned buildings and major leased buildings" section of Attachment A? Or, does the State have baseline assumptions in this area that can be used as an input to our analysis?

A.21. We expect the answer to be somewhere in the middle.

Q.22. Does the State anticipate that the consultant will perform transaction analysis on certain owned buildings (i.e., valuation) or are recent appraisals available as inputs to our analysis?

A.22. We do not expect appraisals to be completed. Any appraisals that have been completed will be made available.

Q.23. Does the real estate team have a baseline understanding of the growth prospectus and business needs of critical Departments, or is it expected that the consultant will work with the Departments to determine priorities during roadmap development?

A.23. It is expected the consultant will work with agencies to develop the road map.

b. All other terms and conditions remain unchanged.

Supplier Company Name (**PRINT**)

Date

Authorized Representative Name (**PRINT**) Title

Authorized Representative Signature