

**ATTACHMENT A**  
**SOLICITATION NO. 0900000466**

This Solicitation is a Contract Document and is a request for proposal in connection with the Contract awarded by the Office of Management and Enterprise Services, as more particularly described below. Any defined term used herein but not defined herein shall have the meaning ascribed in the General Terms or other Contract Document.

The Contract is awarded as a statewide contract SW0138 for well plugging services across the State of Oklahoma.

**1. Contract Term and Renewal Options**

The initial Contract term, which begins on the effective date of the Contract, is six (6) months. There are four (4) options to renew the Contract with renewal terms of either six (6) months or one (1) year, as specified at the time of renewal.

**2. Supplier Obligations**

In addition to obligations in other Contract documents, certain Supplier obligations are set forth below in Exhibit 1.

## Exhibit 1

### A. The Supplier shall:

1. Maintain a daily work log showing all work performed and cost(s) encumbered for each day for the subject well(s).
2. Submit the following documents to the appropriate Oklahoma Corporation Commission (“Commission”) district office within 30 days after the subject well(s) is/are plugged:
  - a) Invoice;
  - b) Form 1003 - Plugging Record;  
[http://www.occeweb.com/OG/ogforms/Forms\\_Update\\_2020/form%201003.pdf](http://www.occeweb.com/OG/ogforms/Forms_Update_2020/form%201003.pdf)
  - c) Photo of well bore cut off 3’ below ground level with ID plate welded on; and
  - d) Photo of hole back filled.
3. Obtain all requisite approval(s) from the individuals listed in 3(a)-(c) below, for any and all costs that are in excess of the original estimated dollar amount to plug the subject well(s). Such approvals to increase the cost to plug the subject well(s) are intended to address unknown obstacles within the wellbore(s) that were not foreseen at the time the estimate was given prior to beginning work on the subject wellbore(s). The estimated cost, as circumstances are encountered during plugging, must be approved by the following individuals:
  - a) Commission Field Supervisor,
  - b) Commission District Manager, and
  - c) Commission Manager of Field Operations.
4. Utilize the specifications for plugging based upon the information contained on Commission Form 1002A.

[In the case of unknown wells, the general information of the area should be included/provided.](#)

5. Perform on-site inspection(s) for each well plugged.
6. Comply with license requirements as set forth in **OAC 165:10-11-1**, as amended.
7. Submit Commission **Application-Form 1055**.

### B. Process for Selection of well plugging projects by the Commission Oil & Gas Division (“OGCD”):

The OGCD will establish four separate lists to address each Commission District for well plugging projects. The Supplier may elect to be included as a Bidder on one or more district lists. The district lists are comprised of the following:

- District 1, District 2, District 3, and District 4.

1. All Suppliers receiving a notice of award, as set forth in Section 15 of the OMES Bidder Instructions, will be compiled into a pool of candidates that are qualified for the well plugging project(s). An initial list of all qualified Suppliers identified by OGCD for each District will be selected by a random drawing for each District in which the Supplier(s) have chosen to be considered for plugging. The Suppliers will be placed in order for each appropriate District list as the Supplier's names are drawn in sequential order.
2. Following the sequential order noted, a Supplier on a district list will be given the first opportunity to accept the corresponding State Funds plugging of one or more well(s) within the given district as such wells become available to be plugged. Any wells to be plugged as an emergency state funds cause, which requires a Governor's Letter under and pursuant to 74 O.S. § 85.7(A) (5) ("Emergency Plugging") are included. Any well subject to an Emergency Plugging shall be addressed as follows:
  - a. Prior to OGCD's filing for an application for Emergency Plugging, the Supplier in line to be selected from a given district list will be contacted with an opportunity to conduct plugging operations of the subject well(s) within seven (7) business days of the issuance of the Emergency Plugging Order.
  - b. If the Supplier accepts, it will be selected to plug the well(s) subject to the Emergency Plugging, and then be moved to the end of the rotating list.
  - c. If the Supplier declines, the next successive Supplier will be contacted to accept or reject the subject plugging operation(s) until a Supplier accepts, and is selected to plug the subject well(s).
  - d. Any Supplier declining the offer to plug a well(s) subject to an Emergency Plugging will not lose its respective place on any District list(s).
3. Plugging costs will be based upon the OGCD's cost estimate for such work, as set forth in the SW0138- Exhibit titled Price attached to the OMES Bidder Instructions.
4. After OGCD has estimated the costs for plugging a subject well(s), it will offer the Supplier in line for plugging an opportunity to accept or decline the plugging project. Regardless of whether a Supplier accepts or rejects the project, such Supplier will rotate to the end of the given district list.
5. Any Supplier selected for a well plugging project will have five (5) business days from the date of receipt of the offer to either accept or reject the offer in writing by emailing the OGCD at the following email address: [OGStateFunds@occ.ok.gov](mailto:OGStateFunds@occ.ok.gov)
6. If a qualified Supplier accepts the offer, the OGCD will issue an award letter to the Supplier via email.

7. A Supplier receiving an award letter for any well plugging project will have thirty (30) days after receipt of the award letter to plug the subject well(s). Any costs in excess of the original estimate, must follow Section A3 as set forth above. In the event that the subject well(s) is/are not plugged within the requisite thirty (30) days, the subject well(s) will be offered to the next Supplier on the list for the related district.
8. Any Supplier or affiliate of a Supplier with an OGCD enforcement cause filed with the Court Clerk (“Complaint”) will not be eligible to accept any State Funds plugging offers until the cause has been closed.
9. Any Supplier that violates any of the performance terms in this Exhibit 1, including, but not limited to, incomplete work, field work that does not meet minimum standards or does not meet outlined deadlines for submitting reports and claims, will be excluded from consideration for any future State Funds Plugging offers and payment may be adjusted, in the sole discretion of the OGCD, for insufficient work.