



**Date of Issuance:** 02/10/2022

**Solicitation No.** 0900000524 for SW0773

**Requisition No.** N/A

**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:

**Sign and return a copy of this amendment with the solicitation response being submitted;** or,  
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 in the subject line of the email.

**ISSUED FROM:**

Cini Zacharia  
Contracting Officer

405-522-9078  
Phone Number

Cini.zacharia@omes.ok.gov  
E-Mail Address

**RETURN TO:** [OMESCPeBID@omes.ok.gov](mailto:OMESCPeBID@omes.ok.gov)

**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, **RFP#0900000524 for SW0773** received during the Q&A period, which closed on 02/10/2022 at 3 PM.

**Question 1:**

Whether companies from Outside Canada can apply for this? (like, from India or USA)

**Answer:**

Yes! You can submit your bid response.

**Question 2:**

Whether we need to come over there for meetings?

**Answer:**

That is depends on the situation and the RFP language.

**Question 3:**

Can we perform the tasks (related to RFP) outside Canada? (like, from India or USA)

**Answer:**

yes.

**Question 4:**

Can we submit the proposals via email?

**Answer:**

Yes. Proposal needs to submit to the email address provided on the first page of Bidder instruction sheet.

**Question: 5**

Must Vendors bid on all services requested, or may we pick and choose which services to bid on?

**Answer:**

Interpreters shall be provided Length of the event and the type of interpreting (i.e. deaf/blind interpreting, tactile interpreting, or other forms of interpreting) required. If an event is scheduled for more than 1.5 hours, then multiple interpreters maybe required. For detailed information please follow the directions on page #5 of bidder instructions- C. Mandatory Minimum Requirements:

**Question: 6**

Can you provide historical usage for the different types of services outlined in the Solicitation, i.e., onsite regular business hours, legal, expedited, critical, and Video Remote Interpreting?

**Answer:**

The reported total was \$81052.50 on 4th QTR of 2021. We have multiple vendors on this. You can see the price sheet on the website. Regular Hourly Rate: Regular Legal Hourly Rate: Expedited Hourly Rate: Expedited Legal Hourly Rate: Critical Hourly Rate: After Hours Hourly Rate: After Hours Legal Hourly Rate: Holiday Rate. Holiday Legal Rate. Deaf/Blind Differential Hourly Rate. Video Remote Interpreting (Per Minute). Travel Fees to include mileage and portal to portal fees (please see Exhibit 2 Price sheet).

**Question: 7**

Is there an Incumbent provider, and if so, what have been the challenges the State has encountered with the previous contractor/s?

**Answer:**

Please go to this link to obtain that information:

<https://www.ok.gov/dcs/solicit/app/solicitationDetail.php?solid=4155>

As of now we never had any issues notified from any agencies.

**Question: 8**

Is there any requirement/preference for local (in state) providers?

**Answer:**

Please follow the directions on page #5 of bidder instructions- C.2. General Requirements for Interpretation Services

**Question: 9**

Which agencies within the state will this contract be supporting? i.e., Agency of human services, State VR, etc. AND community requesters such as Dr offices, private companies, post-secondary education establishments?

**Answer:**

This is a statewide contract, so all the agencies county, city, and municipalities are allowed to use this.

**Question: 10**

Who is the incumbent agency?

**Answer:**

Please go to this link to obtain that information: SW0773 link:

<https://www.ok.gov/dcs/solicit/app/solicitationDetail.php?solid=3275>

**Question: 11**

What is the anticipated Level of Effort statewide? Or what has the effort been historically for 2020, 2021 both remote and in person?

**Answer:**

Please follow the directions on page #5 of bidder instructions- C.2. General Requirements for Interpretation Services. The State of Oklahoma is seeking responses from qualified sign language interpreter agencies or individuals, to provide interpreting services for sign language. The successful Suppliers will provide a full range of interpretation services to State entities under this solicitation. These services have become a necessity in dealing with deaf and hard of hearing individuals who need to interface with The State of Oklahoma staff in the delivery of governmental services. This solicitation describes the service to be provided during meetings, job interviews, non-emergency medical appointments, job placement and orientation, and other situations as requested by State of Oklahoma requesting entities. These services must be available from both office and non-office remote locations to include some at client addresses, in multiple locations as requested by the State of Oklahoma requesting entities. The requesting entity will specify in the Task Order with the location, dates and times, any required certification or accreditation verification necessary and any special requests from the deaf or hard of hearing person. An interpreter shall be physically present at the Oklahoma location specified by the requesting entity, including locations with security or other special requirements.

**Question: 12**

Can the pricing sheet be reconfigured in our own format, or must we follow the per/hour policy set in the excel form?

**Answer:**

Must follow our price template which we posted on the web site.

**Question: 13**

What is the hourly minimum for services? i.e., 2 hours minimum for all services requested?

**Answer:**

Interpreters shall be provided Length of the event and the type of interpreting (i.e., deaf/blind interpreting, tactile interpreting or other forms of interpreting) required. If an event is scheduled for more than 1.5 hours, then multiple interpreters maybe required.

**Question: 14**

Is there a travel allowance? How is travel generally billed?

**Answer:**

Interpreter's actual mileage will be calculated and reimbursed in accordance with the Oklahoma State Travel Reimbursement Act, along with actual expenses (parking, tolls, etc.) for assignments within fifty (50) miles from the Interpreters home. For assignments more than fifty (50) miles from the Interpreters home, in addition to the actual mileage reimbursement, the interpreter will be paid the hourly rates for actual drive time.

**Question: 15**

Are there any parking permits, restrictions, or fees associated with performing this contract?

**Answer:**

Interpreter's actual mileage will be calculated and reimbursed in accordance with the Oklahoma State Travel Reimbursement Act, along with actual expenses (parking, tolls, etc.) for assignments within fifty (50) miles from the Interpreters home.

**Question: 16**

What is the historical usage for this service?

**Answer:**

The reported total was \$81052.50 on 4th QTR of 2021. We have multiple vendors on this.

**Question: 17**

What are the historical rates paid for this service?

**Answer:**

You can see the price sheet on the website. Regular Hourly Rate: Regular Legal Hourly Rate: Expedited Hourly Rate: Expedited Legal Hourly Rate: Critical Hourly Rate: After Hours Hourly Rate: After Hours Legal Hourly Rate: Holiday Rate. Holiday Legal Rate. Deaf/Blind Differential Hourly Rate. Video Remote Interpreting (Per Minute). Travel Fees to include mileage and portal to portal fees (please see Exhibit 2 Price sheet)

**Question: 18**

Who is the incumbent vendor?

**Answer:**

Please go to this link to obtain that information:

<https://www.ok.gov/dcs/solicit/app/solicitationDetail.php?solID=4155>

**Question: 19**

Have there been any issues in the past with consistency, quality, or availability of these services?

Answer:

Nothing reported yet.

**Question: 20**

How many hours of interpreting services do you request through an agency on a monthly basis?

**Answer:**

Depends up on the need of each agencies. It can vary all the time.

**Question: 21**

Where are requests normally taking place? In Oklahoma City metro? Or all around the State of Oklahoma?

**Answer:**

The State of Oklahoma is seeking responses from qualified sign language interpreter agencies or individuals, to provide interpreting services for sign language. The successful Suppliers will provide a full range of interpretation services to State entities under this solicitation. These services have become a necessity in dealing with deaf and hard of hearing individuals who need to interface with The State of Oklahoma staff in the delivery of governmental services. This solicitation describes the service to be provided during meetings, job interviews, non-emergency medical appointments, job placement and orientation, and other situations as requested by State of Oklahoma requesting entities. These services must be available from both office and non-office remote locations to include some at client addresses, in multiple locations as requested by the State of Oklahoma requesting entities. The requesting entity will specify in the Task Order with the location, dates and times, any required certification or accreditation verification necessary and any special requests from the deaf or hard of hearing person. An interpreter shall be physically present at the Oklahoma location specified by the requesting entity, including locations with security or other special requirements.

**Question: 22**

Who is the current incumbent?

**Answer:**

Please go to this link to obtain that information:

Link: SW0773

<https://www.ok.gov/dcs/solicit/app/solicitationDetail.php?solID=3275>

**Answer:**

b. All other terms and conditions remain unchanged.

---

Supplier Company Name (**PRINT**)

---

Date

---

Authorized Representative Name (**PRINT**)

---

Title

---

Authorized Representative Signature