

**ADDENDUM #1 TO RFQ #3450003234  
DATED: MARCH 24, 2009**

The following revisions/corrections have been made to the Request for Proposal #3450003234 and Attachment A [DBE Goal Methodology Process]. The paragraphs, as they should read with the revisions and corrections described in detail below, are attached as pages 3 and 4 of this Addendum.

**REVISIONS TO REQUEST FOR PROPOSAL #3450003234**

1.4 SCOPE OF WORK. Adding the following language: **“The study shall include the previous five (5) years of contract data for the analysis.”**

1.4.2 Availability Analysis. Adding the following language:

- g. Determine whether an available firm had previous work experience on a project of equivalent size (in dollars) to the specified contract or subcontract element. To be counted as available for subcontract elements, a firm must have been awarded or bid on a past contract or subcontract of similar or greater size to that contract element. For prime contract elements, a firm must have been awarded or bid on past contract or subcontract of similar or greater size to the entire contract amount**

1.4.3 PROJECT MANAGEMENT. Adding the following language:  
**“This contract may be extended for an additional 12 months at the option of ODOT.”**

1.7.1 GENERAL TERMS

For ease in access, the Internet web link has been changed  
from: <http://www.okladot.state.ok.us/projmgmt/contracts/index.htm>  
to: <http://www.okladot.state.ok.us/projmgmt/request-for-proposals/>.

3.2.4 REFERENCES. Inserting the language in **bold**: The proposing vendor must submit three (3) professional references from clients for whom a **contract similar in size and scope as described in this RFP** has been awarded . . . .

3.2.5 FINANCIALS. Replacing the years 2003 and 2004 with **2007 and 2008**.

**REVISIONS TO DBE ANNUAL GOAL METHODOLOGY**  
**PROCESS**

1.2 STEPS FOR ADJUSTMENTS TO APG BASE FIGURE

1. Stricken in its entirety.
  
3. Strike "state-funded and" in the first line.
  
4. Strike "state-funded and" in second line.

EXAMPLE: Strike "and on state-funded contracts and subcontracts" in second line.

1.3 STEPS TO DETERMINE RACE/GENDER NEUTRAL AND RACE/GENDER CONSCIOUS PERCENTAGES LIKELY TO BE OBTAINED IN THE COMING FEDERAL FISCAL YEAR

2. Stricken in its entirety.

**FORMS TO INCLUDE WITH BID: Form 0004**

**Please include completed Form 004 (entitled "Certification for Competitive Bid and Contract") your bid, including this signed Addendum.**

PLEASE SIGN TO INDICATE YOU RECEIVED THIS ADDENDUM AND RETURN WITH YOUR BID DOCUMENTS.

\_\_\_\_\_

\_\_\_\_\_ Date

## REVISIONS TO REQUEST FOR PROPOSAL #3450003234

### 1.4 SCOPE OF WORK

The scope of work shall include the following components for coordination with Langston University, determining the availability of DBE firms able and willing to perform work, and for providing a statistical analysis which will determine if/or how much disparity results from discrimination. **The study shall include the previous five (5) years of contract data for the analysis.**

#### 1.4.2 Availability Analysis

- g. Determine whether an available firm had previous work experience on a project of equivalent size (in dollars) to the specified contract or subcontract element. To be counted as available for subcontract elements, a firm must have been awarded or bid on a past contract or subcontract of similar or greater size to that contract element. For prime contract elements, a firm must have been awarded or bid on past contract or subcontract of similar or greater size to the entire contract amount.**

#### 1.4.4 PROJECT MANAGEMENT

Detailed timetables and milestones for projecting and tracking progress will be developed by the vendor and agreed upon by ODOT. Detailed progress reports will be required so that progress on the project can be monitored. Regular meetings will be held with vendor to discuss progress and problems. The projected term of this contract is not to exceed 12 months. **This contract may be extended for an additional 12 months at the option of ODOT.**

### 3.2.4 REFERENCES

3.2.4.2 (ME) The proposing vendor must submit three (3) professional references from clients for whom a **contract similar in size and scope as described in this RFP** has been awarded within the past five (5) years. The proposing vendor must provide the reference questionnaire (Attachment B) to their proposed references. The questionnaire must be returned to the Purchasing Branch prior to the date and time of the RFP closing date. The Purchasing Branch reserves the right to verify any reference information it receives. However, no points for references will be awarded if the questionnaires are not received. ODOT cannot be used as a reference.

### 3.2.5 FINANCIALS

(ME) Evidence of financial stability and capability to fund all costs associated with providing the products and services throughout the term of the contract.

Publicly traded companies must provide copies of your SEC form 10K for years **2007 and 2008**. Only one (1) copy of the SEC form 10K is necessary. In lieu of a SEC form 10K, privately-held companies must submit a consolidated financial statement that includes the information in Attachment C. If audited financial data is not available, explain in full and provide the latest non-audited information. Do not leave any element blank.

## REVISIONS TO DBE ANNUAL GOAL METHODOLOGY PROCESS

### 1.2 STEPS FOR ADJUSTMENTS TO APG BASE FIGURE

- ~~1. Identify the total amount of all state-funded contracts and subcontracts awarded to DBE firms and non-DBE firms in the previous 3 years.~~
3. Determine the overall participation on ~~state-funded and~~ federal-aid contracts and subcontracts based on dollar amounts to determine if adjustments are needed to the base figure.
4. Determine the percentage of past participation from the dollar amount from the ~~state-funded and~~ federal-aid dollar amounts identified in Step 3.

EXAMPLE: A base figure of 5% - Past participation on federal-aid contracts and subcontracts ~~and on state-funded contracts and subcontracts~~ median to 6.7% - equals overall APG of 5.85%. Annual Percentage Goal would be established at 5.8%.

### 1.3 STEPS TO DETERMINE RACE/GENDER NEUTRAL AND RACE/GENDER CONSCIOUS PERCENTAGES LIKELY TO BE OBTAINED IN THE COMING FEDERAL FISCAL YEAR

- ~~2. Obtain information showing the amount of DBE participation on State-funded contracts and subcontracts for the previous three FFY showing full data. Identified participation is determined as obtained through race/gender neutral means since no DBE goals are established on state funded projects.~~

EXAMPLE: APG of 5.8% - Past DBE participation identified on ~~state-funded and~~ federal-aid contracts and subcontracts equals 10,000,000. - Amount of participation obtained through race/gender neutral means equals 2,000,000. - Amount of participation obtained through race/gender conscious means equals 8,000,000. Calculated percentages equal 20% race/gender neutral participation and 80% race/gender conscious participation - Calculate the identified percentages of the APG 5.8% - equals 1.2% race/gender neutral and 4.6% race/gender conscious.