

RFP Clarification Memorandum

To: Vendors Attending Mandatory Site Visits for RFP Number 3897 for the Mississippi Department of Corrections (MDOC)

From: Craig P. Orgeron, Ph.D.

Date: August 22, 2016

Subject: Clarifications to Specifications

Contact Name: Donna Hamilton

Contact Phone Number: 601-432-8114

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RFP Number 3897 is hereby amended as follows:

1. Section VII Technical Specifications, Item 2.4.2 is being modified to read:

2.4.2 August 24, 2016, Central Mississippi Correctional Facility, Pearl, MS, at ~~3:00 p.m.~~
10:00 a.m.

The following information is provided to assist Vendors in preparing for the site visits scheduled August 23, 2016 – August 26, 2016 for RFP No. 3897. This information should assist you in preparing for the site visits.

Question 1: Will MDOC make an exception and allow cell phones or digital cameras to take photos during the site surveys?

Response: **MDOC will not be able to allow Vendors to take photos. During the site visits, Vendors may note requested pictures (areas, equipment, etc.) and send the requests to Donna Hamilton. The pictures will be provided to all Vendors.**

Question 2: Are there any clothes color restrictions for the site survey attendees?

Response: **Vendors must observe the following requirements for all site visits:**

- **There are no color restrictions for clothes.**
- **Vendors should dress business casual, no open toe shoes, no sleeveless shirts, and skirts should be no shorter than 2 inches above the knee.**
- **Vendors may not bring wallets or purses on site visits.**

- **Vendors must present a government issued id to attend the site visits.**
- **Site tours will involve a lot of walking, Vendors should wear comfortable shoes.**
- **On Tuesday, August 23rd, the tour will begin at Parchman. Vendors should park in the parking lot directly across from the Front Gate. Transportation will pick up all parties and bring them on to the facility grounds.**

If you have any questions concerning the information above or if we can be of further assistance, please contact Donna Hamilton at 601-432-8114 or via email at Donna.Hamilton@its.ms.gov.

cc: ITS Project File Number 42385