

Memorandum

To: Vendors Responding to RFP Number 3777 for the Mississippi Division of Medicaid (MDOM)

From: Craig P. Orgeron, Ph.D.

Date: September 18, 2015

Subject: Clarifications to Specifications

Contact Name: Patti Irgens

Contact Phone Number: 601-432-8223

Contact E-mail Address: Patti.Irgens@its.ms.gov

RFP Number 3777 is hereby amended as follows:

1. Section VII Technical Specifications, Item 2.6 is being modified to read:

MANDATORY: Attendance in person or by phone at the Vendor Conference on ~~September 16, 2015~~ **Wednesday, September 30, 2015** at 11:00 a.m. Central Time is mandatory for any Vendor who intends to submit an RFP response. The conference will be held at ITS located at 3771 Eastwood Drive, Jackson, MS 39211. No exceptions will be granted to this requirement.

To access the conference, Vendors must contact Patti Irgens via email no later than 3:00 p.m. on Tuesday, September 29 to receive instructions on how to enter the conference call. ~~Conference call information will be posted on the RFP site one week prior to the Vendor conference.~~ Any proposal received from a Vendor who did not have an authorized representative at the Vendor Conference will be rejected.

2. Section VII Technical Specifications, Item 5.1.2 is being modified to read:

Vendor must deliver a written document to Patti Irgens at ITS by ~~Monday, September 21,~~ **Monday, October 7th**, 2015 at 3:00 p.m. Central Time. This document may be delivered by hand, mail, email, or fax. Address information is given on page one of this RFP. The fax number is 601) 713-6380. ITS WILL NOT BE RESPONSIBLE FOR DELAYS IN THE DELIVERY OF QUESTION DOCUMENTS. It is solely the responsibility of the vendor that the clarification document reaches ITS on time. Vendors may contact Patti Irgens to verify the receipt of their document. Documents received after the deadline will be rejected.

3. Section VII Technical Specifications, Item 5.2 is being modified to read:

All questions will be compiled and answered, and a written document containing all questions submitted and corresponding answers will be posted on the ITS web site by close of business on ~~Friday, October 9~~ **Monday, October 26, 2015.**

4. Title page, INVITATION is modified as follows:

INVITATION: Sealed proposals, subject to the attached conditions, will be received at this office until ~~November 13~~ November 20, 2016 @ 3:00 p.m. local time for the acquisition of the products/services described below for Mississippi Division of Medicaid, Project Number 41532.

5. Title page, third box is modified as follows:

**PROPOSAL, SUBMITTED IN RESPONSE TO
RFP NO. 3777
DUE ~~November 13~~ November 20, 2016 @ 3:00 p.m.,
ATTENTION: Patti Irgens**

6. Section VII Technical Specifications, Item 3 Project Schedule is amended as follows:

Task	Date
MANDATORY Vendor Conference	11:00 a.m. Central Time on 09/16/15 09/30/15
Deadline for Vendor's Written Questions	3:00 p.m. Central Time on 09/28/15 10/07/15
Deadline for Questions Answered and Posted to ITS Web Site	10/16/15 10/26/15
Open Proposals	11/13/15 11/17/2015
Evaluation of Proposals	11/13/15 – 12/16/15 11/17/15 – 01/08/16
ITS Board Presentation	01/21/16
Contract Negotiation	01/21/2016 – 03/01/2016
CMS Contract Review	03/01/16 – 05/02/16
Proposed Project Implementation Start-up	07/01/16
Project Go-Live Deadline	12/01/17

Vendor must include in their proposal a response to each amended requirement as listed above. Vendor must respond using the same terminology as provided in the original requirements.

If you have any questions concerning the information above or if we can be of further assistance, please contact Patti Irgens at 601-432-8223 or via email at Patti.Irgens@its.ms.gov.

cc: ITS Project File Number 41532