



RFP 4032

Mississippi State Department of Marine Resources

Wetlands Permitting Solution



ENHANCE ★ PROTECT ★ CONSERVE



Attendance



- **First Roll Call**
- **Please email your business card to: jeannie.Williford@its.ms.gov**
- **Attendees will be posted to the ITS website (www.its.ms.gov)**



Agenda



Attendance	Jeannie Williford – ITS
Project Overview	Brian Sherwood and John Mitchell
Procurement Guidelines	Jeannie Williford
Additional Information	Jeannie Williford
Question and Answers	Answers to vendor questions during this conference are not official unless and until submitted in writing
Closing Comments	Jeannie Williford and DMR
Conclusion	Jeannie Williford

- The Mississippi Department of Marine Resources (DMR), the Department of Environmental Quality (DEQ), and the U. S. Army Corps of Engineers (USACE) must authorize any activity that will affect wetlands within the Mississippi Coastal Zone.
- DMR is the designated point of contact for wetland permits. DMR receives and reviews applications for proposed activities to determine if they comply with the State's coastal zone management plan. DMR is the facilitating agency for the permitting process, which requires interaction with DEQ, USACE, and various other agencies.



Project Overview



- DMR is seeking a vendor-hosted, web-accessible solution to manage the process of issuing permits related to regulated activities that affect designated wetlands in the State of Mississippi.
- DMR presently has a system in place for issuing wetlands permits, but it has become incapable of meeting current process management and tracking needs. DMR intends to select a vendor who can provide a proven solution that is already being used effectively in environments of similar size and complexity. DMR intends to select a vendor with a proven record of outstanding system design, customization, implementation, data migration, user training, customer support, and system maintenance.

- DMR requires a solution that will manage and track the process from the initiation of a permit application throughout the entire life cycle of the permit, including interactions with other approving agencies.
- DMR requires a solution that will offer a robust document management system that will make it easy for all users and regulators to generate, access, and archive a variety of transactional documents required by the permitting process.

Evaluation Overview

Scoring is covered in Section VII Technical Specifications, Item 8.

Scores are given based on a 10-point scale

Vendors must respond with “Acknowledge”, “Will Comply”, “Agreed”, or “Exception”, on every requirement in Section VII.

Non-Cost = 65 points; Cost = 35 points

Category	Possible Points
Non-Cost Categories:	
Technical Requirements	65
Total Non-Cost Points	65
Cost	35
Total Base Points	100
Value Add	5
Maximum Possible Points	105

- The ITS scoring methodology is explained in RFP 4032 Section VII, Number 8.
- Non-Cost points include all requirements except for cost.
- ITS scores non-cost categories on a 10-point scale, with 9 points earned for meeting the requirement.
- Proposals meeting fewer than 80% of the non-cost requirements may be eliminated from further consideration.



Section VIII, Cost Information Submission



- Costs must be submitted in the format provided in *Section VIII, Cost Information Submission*.
 - Vendors may customize the table format, but the cost submission must display a total first year lifecycle cost, a total lifecycle cost for years two through five, and a total five year lifecycle cost.
 - Vendors cannot change costs after the proposals have been submitted.
 - Vendors are required to provide a fully loaded hourly change order rate on the Cost Information Submission form.
- Project budget data is not available.



RFP Response



- Proposal: 1 original, 6 copies
- Submission Cover Sheet (Section I)
- Proposal Exceptions (Section V)
- Response to RFP Questionnaire (Section VI)
- Point-by-Point Response (Section VII)
- Cost Information Submission Forms (Section VIII)
- References (Section IX)



Standard Contract



- Exhibit A – Software License and Application Service Provider Agreement
- Vendors must review these documents and take exception, if necessary. If the Vendor takes no exception to Exhibit A, the state assumes that these terms are agreeable and cannot be negotiated after award.



Upcoming Dates



- Deadline for Vendor's Written Questions
 - **Thursday, June 7, 2018 at 3:00 p.m. Central Time**
- Responses to Vendor Questions
 - **Posted to the ITS Website by COB Tuesday, June 19, 2018**
- Proposal Due Date
 - **Tuesday, July 10, 2018 at 3:00 p.m. Central Time**
- Proposal Evaluation
 - **Begins Wednesday, July 11, 2018**



Additional Information



- Vendor communication with the State
 - See RFP 4032 Section II Proposal Submission Requirements, Item 14
- Answers to questions asked during this vendor conference are not official until and unless the questions are submitted to the Technical Consultant in writing.
- Vendors may continue to check the ITS website for updates related to this RFP No. 4032.
 - www.its.ms.gov

- **Vendor Questions – Open Floor**
 - Answers to questions posed during the vendor conference are not official unless and until questions are submitted in writing.

- **Final Roll Call**
- **Please email your business card to:
jeannie.williford@its.ms.gov**
- **Attendees will be posted to the ITS website (www.its.ms.gov)**



Conclusion



- **Thanks for your participation**
- **Please make sure I have acknowledged your company's participation on the web conference.**