

RFP Questions and Clarifications Memorandum

To: Vendors Responding to RFP Number 4110 for the Mississippi Department of Information Technology Services (ITS)
From: Craig P. Orgeron, Ph.D.
Date: August 28, 2018
Subject: Clarifications to Specifications – Amendment 2
Contact Name: Khelli Reed
Contact Phone Number: 601-432-8194
Contact E-mail Address: khelli.reed@its.ms.gov

RFP Number 4110 is hereby amended as follows:

1. Title page, INVITATION is modified as follows:

INVITATION: Sealed proposals, subject to the attached conditions, will be received at this office until September 26, 2018 ~~September 5, 2018~~ @ 3:00 p.m. Central Time for the acquisition of the products/services described below for Mississippi Department of Information Technology Services.

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

<p style="text-align: center;">PROPOSAL, SUBMITTED IN RESPONSE TO RFP NO. 4110 due September 5, September 26, 2018 @ 3:00 p.m., ATTENTION: Khelli Reed</p>
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3. Section VII Technical Specifications, Item 4 Project Schedule is amended as follows:

Task	Date
Deadline for Vendor's Written Questions	3:00 p.m. Central Time on 08/10/18
Deadline for Questions Answered and Posted to ITS Web Site	08/17/18

Deadline for <u>2nd Round of Vendor's Written Questions</u>	<u>3:00 p.m. Central Time on 09/04/18</u>
Deadline for <u>2nd Round of Questions Answered and Posted to ITS Web Site</u>	<u>09/12/18</u>
Open Proposals	<u>09/05/18-09/26/18</u>
Evaluation of Proposals Begin	<u>09/05/18-09/26/18</u>
Contract Negotiation	<u>September 2018</u> <u>September/October 2018</u>
Proposed Project Implementation Start-up	<u>10/08/18-10/22/2018</u>
Project Go-Live Deadline	01/01/19

4. Section VII Technical Specifications, Item 5.1.3 is being added to read:

For the 2nd round of Vendor's Written Questions, Vendor must deliver a written document to Khelli Reed at **ITS** by Tuesday, September 4, 2018, 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 Khelli Reed to verify the receipt of their document. Documents received after the deadline will be rejected.

5. Section VII Technical Specifications, Item 5.2.1 is being added to read:

All questions submitted during the 2nd round of Vendor's Written 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 Wednesday, September 12, 2018.

RFP responses are due Wednesday, September 26, 2018, at 3:00 p.m. (Central Time).

If you have any questions concerning the information above or if we can be of further assistance, please contact Khelli Reed at 601-432-8194 or via email at khelli.reed@its.ms.gov.

cc: ITS Project File Number 43271