



Mississippi Department of
Information Technology Services



RFP 4257

Mississippi State Department of Health Food Protection Wastewater Web System

Attendance

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

Agenda

- Attendance – Khelli Reed - ITS
- Project Overview – Angela Armstead- MSDH
- Procurement Guidelines – ITS
- Additional Information – ITS
- Questions and Answers (Answers to vendor questions during this vendor conference are not official unless and until submitted in writing)
- Closing - ITS
- Conclusion – ITS

Project Overview

- The Divisions of Food Protection and On-site Wastewater are housed within the Office of Environmental Health.
- The Office of Environmental Health needs a web application suitable for both Food Protection and On-site Wastewater that allows file and photograph uploads, automatically generates charges, invoices, and inspections, and can properly track all payments made for audit purposes, site evaluations, complaint investigations, and private well water samples.
- The application should have the potential to add modules appropriate to other areas of Environmental Health.

Project Overview

- The proposed system must be web-based and COTS.
- The proposed system must have the ability to interface and/or generate current forms from Mi-Corporation for the Mobile Field Inspections (Mi-Forms).
- The proposed system must have the ability to interface and/or receive data from the external billing system, Mississippi Interactive (MSI).
- The proposed system must be able to input soils data using the United States Department of Agriculture (USDA) texture by feel analysis with soil colorings as per Munsell soil coloring book.
- The proposed system must have the ability to utilize Global Positioning System (GPS) route maximization for assigned inspections.

Project Overview

- Initial training for MSDH employees and administrators must include on-site formal training.
- Webinars or other computer-based training must be utilized to provide supplemental training after the initial roll-out training, as requested by MSDH.
- Contract term is six (6) years.

Evaluation Overview

- Scoring is covered in Section VII Technical Specifications, Item 11.
- 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.
- Mandatory requirements must have a meaningful response.
- Taking exceptions to Mandatory requirements will face elimination.
- Evaluation is based on compliance with technical specifications and great pricing.
- The combination of the best technical solution and lowest cost is the key to being the selected vendor.

Technical Evaluation

Non-Cost Categories	Possible Points
Web Application System Requirements	55
Training Requirements	5
Vendor Qualifications	5
Maximum Possible Points	65

- Vendors must meet the 80% gate in the non-cost categories.

Section VIII, Cost Information Submission

- Cost must be submitted using the format provided.
- Vendors cannot change costs after the proposals have been submitted.
- Vendors are required to provide a fully loaded hourly change order rate as directed on the form.
- Project budget data is not available.

RFP Response

- Proposal: 1 original, 5 copies, 1 electronic copy is preferred also
- 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 this document 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
 - **Tuesday, February 11, 2020 at 3:00 p.m. Central Time**
- Responses to Vendor Questions
 - **Posted to the ITS Website by COB Friday, February 21, 2020**
- Proposal Due Date
 - **Wednesday, March 18, 2020 at 3:00 p.m. Central Time**
- Proposal Evaluations
 - **Begin Wednesday, March 18, 2020**

Additional Information

- Vendor communication with the State
 - See Section II Proposal Submission Requirements, Item 14
- Answers to questions asked during this Vendor Conference are not official until and unless submitted in writing.
- Vendors may continue to check the ITS website for updates related to this RFP No. 4257.
 - www.its.ms.gov

Questions and Answers

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

Closing

- Final Roll Call
- Please email your business card to:
Khelli.Reed@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.**