

RFP Memorandum

To: Vendors Responding to Request for Proposal (RFP) Number 4457 for the Mississippi Community College Board (MCCB)

From: David C. Johnson

Date: October 18, 2022

Subject: Additional Mandatory Vendor Conference

Contact Name: Robert Martinez

Contact Phone Number: 601-432-8002

Contact E-mail Address: robert.martinez@its.ms.gov

Regarding Information Technology Services (ITS) RFP Number 4457 for the acquisition of a Virtual Tutoring Solution for the MCCB, the RFP advertisement and ITS website listed the date and time for the Mandatory Vendor Web Conference as October 18, 2022 at 3:00 a.m. Central Time. The RFP Attachment A listed the date and time of the Mandatory Vendor Web Conference as Tuesday, October 18, 2022 at 11:00 a.m. **The ITS website has been updated to reflect the correct date and time for the original Mandatory Vendor Web Conference as October 18, 2022, at 3:00 p.m. Central Time, as published in the Procurement Project Schedule.**

Due to this error, a second Mandatory Vendor Web Conference will be held on Thursday, October 20, 2022 at 3:00 p.m. Central Time. To meet the Mandatory requirement, Vendors must participate in one of the two available Conferences. To access the Mandatory Vendor Web Conference, vendors must contact Robert Martinez by Thursday, October 20, 2022 at 12:00 p.m. Central Time to receive instructions.

If you have any questions concerning the information above or if we can be of further assistance, please contact Robert Martinez.

cc: ITS Project File Number 46850