



Mississippi Department of
Information Technology Services



RFP No. 4539

Mississippi Department of Corrections Electronic Monitoring Services

Attendance

- First Roll Call
 - Vendor participation is mandatory for the entire conference.
 - A representative for each participating vendor must be present for the final roll call.
- Please email your business card or signature block to:
RFP@its.ms.gov
- Attendees will be posted to the ITS website
(www.its.ms.gov)

Agenda

AGENDA	
ATTENDANCE	Civic Initiatives
PROJECT OVERVIEW	Audrey McAfee, Deputy Administrator for Technology & Program Services
PROCUREMENT GUIDELINES	Civic Initiatives
ADDITIONAL INFORMATION	Civic Initiatives
QUESTION AND ANSWERS	Answers to vendor questions during this conference are not official unless and until submitted to ITS in writing.
CLOSING COMMENTS	Civic Initiatives
CONCLUSION	Civic Initiatives

Project Overview

- The Mississippi Department of Corrections (MDOC) is responsible for overseeing and managing correctional facilities and programs within the state, including electronic monitoring of offenders. Electronic monitoring plays a vital role in enhancing public safety, reducing recidivism, and providing an alternative to incarceration. It allows for the tracking and supervision of participants in the community, ensuring compliance with court-ordered conditions.
- MDOC currently supervises, on average, 1,500 participants with global positioning satellite (GPS) and zero participants with radio frequency (RF) electronic monitoring. The types of participants supervised electronically include offenders court ordered to the Intensive Supervision Program, offenders assessed by the Parole Board as requiring electronic monitoring as a condition of parole, participants convicted of Failure to Register as a Sex Offender as a condition of Lenora's Law, and some high-risk offenders if designated by the court.

Project Overview

- The selected Vendor will be tasked with implementing a solution that meets MDOC's specific needs and standards, as outlined in the Scope of Work (SOW). This includes the provision of Radio Frequency (RF) and Global Positioning System (GPS) monitoring, the establishment of primary and secondary Monitoring Centers, and the provision of locally based staff for participant services.

Evaluation Overview

Scoring is covered in Section VII Technical Specifications, Item 6 of the RFP.

- Each requirement is given a score between 0-10, with 9 points for meeting the requirement. Vendors should provide detail as to how their proposed solution meets or exceeds each specification.
- Vendors must respond with “Will Comply” or “Exception” on every requirement listed in Attachment A beginning with Section I, Item 13 and through Section IV, Item 194.
Non-Cost = 65 points; Cost = 35 points.
- Vendor must respond to every requirement listed in Attachment A – MDOC Electronic Monitoring Services.
- **Mandatory** requirements must meet the requirement and have a meaningful response. Taking exceptions to a Mandatory requirement will face elimination.

The combination of the best technical solution and the lowest cost is the key to being the selected vendor.

Evaluation Criteria

The evaluation will be conducted in four stages:

Stage 1: Selection of Responsive/Valid Proposals

Each proposal will be reviewed to determine if it is sufficiently responsive to the RFP requirements to permit a complete evaluation.

Stage 2: Proposals meeting fewer than 80% of the requirements in the non-cost categories may be eliminated from further consideration.

Stage 3: Cost Evaluation: Points will be assigned using the following formula: $(1 - ((B - A) / A))^n$

Where: A = Total lifecycle cost of lowest valid proposal

B = Total lifecycle cost of proposal being scored

n = Maximum number of points allocated to cost for acquisition

Stage 4: Selection of the successful Vendor

Evaluation Criteria

Non-Cost Categories	Possible Points
Functional/Technical Requirements	30
Support and Maintenance	20
Implementation and Training	15
Total Non-Cost Points	65
Cost Categories	
Lifecycle Cost	35
Total Cost Points	35
Maximum Possible Points	100

Section VIII, Cost Information Submission

- The Vendor must complete the template in Section VIII – Cost Information Submission and submit it as part of the proposal. Instructions for completing the Cost Information Submission can be found in Section VIII – Cost Information Submission.
- Any cost not listed, even if asked for in the RFP technical requirements but not included below, may result in the Vendor providing those products or services at no charge to the State or face disqualification.
- The Vendor is to propose a firm, fixed price that includes all costs for performing the tasks, including staff costs, software, licensing, hosting, and any other non-labor expenses necessary to accomplish the tasks and to produce the services and deliverables under this RFP. The Vendor must also include a change order hourly rate that may be used for any changes to the scope of work under this RFP. No additional charges for overhead, travel, or other expenses shall be allowed after Contract award.
- All Vendors must submit a comprehensive and complete Cost Proposal that meets all the requirements specified within this RFP.
- Cost must be submitted using the format provided.

Section VIII, Cost Information Submission

- Vendors can add to or break out items in their cost submission to fit their solution; however, a total implementation cost and a total annual cost must be provided.
- Vendors cannot change costs after the proposals have been submitted.

RFP Response

- Proposal: 1 USB flash drive. Vendor's documents must be submitted in Microsoft Office 2010 or higher format and/or PDF format, as appropriate. If PDF format is submitted, the file must be searchable.
- Submission Cover Sheet (Section I)
- Proposal Exceptions (Section V)
- Response to RFP Questionnaire (Section VI)
- Point-by-Point Response (Attachment A)
- Cost Information Submission (Section VIII)
- References (Section IX)

Standard Contract

- Exhibit A – Standard Contract
- Vendors must review this document and take exception, if necessary. If Vendor takes no exception to Exhibit A, the state assumes that these terms are agreeable and cannot be negotiated after award.
- If additional terms and conditions beyond what is included are required, Vendor should submit them with their RFP response for consideration.

Upcoming Dates

- Deadline for Vendor's Written Questions
Tuesday, December 5, 2023, at 3:00 p.m. Central Time
- Responses to Vendor Questions
Posted to the ITS Website by COB Tuesday, December 19, 2023
- Proposal Due Date
Friday, January 19, 2024, at 3:00 p.m. Central Time
- Proposal Evaluations
Begin Thursday, February 29, 2024
- Contract Negotiation
March 2024
- Proposed Project Implementation Start-Up
Monday, April 1, 2024

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. 4539.
 - 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 Comments

- Final Roll Call
- Please email your business card to:
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Conclusion

Thank you for your participation!

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