

## Memorandum

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**To:** Vendors Interested in RFP Number 3550 for the Mississippi State Department of Health (MSDH)

**From:** David L. Litchliter

**Date:** June 18, 2009

**Subject:** Preliminary Information for Vendors

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RFP Number 3550 is being finalized and is not ready to be published at this time.

The Mandatory Vendors' Conference for RFP Number 3550 has been changed to Monday, June 29, 2009, at 10:00 a.m., in the Osborne Auditorium at the MSDH Central Office, 570 East Woodrow Wilson, Jackson, Mississippi 39215.

The project schedule is as follows:

<b>Task</b>	<b>Date</b>
First Advertisement Date for RFP	06/09/2009
Second Advertisement Date for RFP	06/16/2009
Mandatory Vendor Conference	10:00 a.m. Central Time on 06/29/2009
Deadline for Vendor's Written Questions	3:00 p.m. Central Time on 07/02/2009
Deadline for Questions Answered and Posted to ITS Web Site	07/09/2009
Open Proposals	3:00 p.m. Central Time on 07/31/2009
Evaluation of Proposals	08/03/2009
Contract Negotiation	09/01/2009
ITS Board Presentation	09/24/2009
Proposed Project Implementation Start-up	10/01/2009

In addition, the State provides the following background and overview information for review by potential Vendors prior to the release of the RFP.

MSDH and ITS are issuing RFP No. 3550 to secure a qualified Vendor to:

1. transfer, customize and implement the SPIRIT WIC system to replace Mississippi's WIC Clinical Certification System, and
2. develop or customize an existing Food Inventory Management System to replace Mississippi's WIC Food Distribution Program, MWITS (Mississippi's WIC Inventory Tracking System).

Within their proposals, Vendors will be required to address the following major functions:

- Transfer, Customize, and Implement the WIC SPIRIT solution;
- Customize or Develop and Implement a Food Management System to integrate with the SPIRIT solution;
- Create an interface to the Mississippi Patient Information Management System (PIMS);
- Create a standard format interface to the Mississippi Statewide Automated Accounting System (SAAS); and
- Provide a standard interface to the new Mississippi Immunization and Disease Surveillance System (MIDSS).

Proposals must be submitted by qualified Vendors to transfer the SPIRIT WIC system including all software, system modifications, documentation, implementation, testing, data conversion, training, and maintenance/warranty, as required by the specifications in RFP No. 3550 and to customize and integrate a Food Management System with the SPIRIT WIC System.

Proposals for the Food Management component will be evaluated based on the overall closeness of fit with the State's operations (including processes, legal requirements and technical architecture). Those systems requiring the least amount of customization to meet MSDH requirements will be at a decided advantage.