

## RFP Questions and Clarifications Memorandum

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**To:** Vendors Responding to RFP Number 3662 for the Mississippi Department of Education (MDE)

**From:** Craig P. Orgeron, Ph.D.

**Date:** September 12, 2011

**Subject:** Responses to Questions Submitted and Clarifications to Specifications

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The State is revising the response to Question 2 in Amendment 4: Questions and Clarifications Memo #2 posted August 25, 2011 to the ITS website. The State interpreted this question incorrectly. The Vendor intended for the State to respond in relation to Vendor staff working onsite versus remotely. The State is providing additional references and a revised response below.

**Question 2:** Question 74 from Questions and Clarifications Memo #2

Is it possible for a Vendor to submit two cost proposals? One for “on site” and one for “remote”?

**Response:** Yes. Vendors may submit separate cost proposals based on the location of the work being onsite versus remote; however, key project management roles such as the project manager must be onsite for the duration of the project. MDE reserves the right to require additional key positions to work onsite. Vendors must fully describe the type of project work planned for remote locations and explain the procedures used to ensure that project goals and timelines are maintained. Vendors should refer to RFP Section VII requirement items 7.3 and 7.17, and to the response to Question 74 in the RFP Questions and Clarifications Memorandum dated August 15, 2011.

RFP responses are due September 30, 2011, 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 Donna Hamilton at 601-432-8114 or via email at [Donna.Hamilton@its.ms.gov](mailto:Donna.Hamilton@its.ms.gov).

cc: ITS Project File Number 39005