

## RFP Memorandum

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**To:** Vendors Responding to RFP Number 3737 for the Mississippi Department of Education (MDE)  
**From:** Craig P. Orgeron, Ph.D.  
**Date:** April 10, 2014  
**Subject:** Proposal Due Date Extension and Contact Person Change  
**Contact Name:** Debra Spell  
**Contact Phone Number:** 601-432-8132  
**Contact E-mail Address:** debra.spell@its.ms.gov

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The proposal due date for RFP No. 3737 has been changed from Thursday, April 17, 2014, to Thursday, May 22, 2014.

The State's contact person has also changed from Sandra Randall to Debra Spell.

**RFP Number 3737 is hereby amended as follows:**

**1. Title page, second box is modified as follows:**

Debra Spell Technology Consultant Information Technology Services 3771 Eastwood Drive Jackson, MS 39211 (601) 432-8132 debra.spell@its.ms.gov
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**2. Title page, third box is modified as follows:**

<b>PROPOSAL, SUBMITTED IN RESPONSE TO RFP NO. 3737 DUE May 22, 2014 @ 3:00 p.m., ATTENTION: Debra Spell</b>
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**3. Section II, Item 14.1 is being modified to read as follows:**

“The State’s contact person for the selection process is: Debra Spell, Technology Consultant, 3771 Eastwood Drive, Jackson, MS 39211, 601-432-8132, debra.spell@its.ms.gov.”

**4. VII Technical Specifications, Item 3, Project Schedule is amended as follows:**

<b>Task</b>	<b>Date</b>
<b>Deadline for Questions Answered and Posted to ITS Web Site</b>	<b>5/1/2014</b>
<b>Open Proposals</b>	<b>3:00 p.m. Central Time on 5/22/2014</b>
<b>Evaluation of Proposals Begins</b>	<b>5/23/2014</b>
<b>Contract Negotiation Begins</b>	<b>7/2/2014</b>
<b>Proposed Project Implementation Start-up</b>	<b>8/1/2014</b>

**5. VII Technical Specifications, Item 4.2 is being modified to read as follows:**

“All questions will be compiled and answered, and a written document containing all questions submitted and corresponding answers will be posted on the **ITS** web site by close of business on Thursday, May 1, 2014.”

If you have any questions concerning the information above, or if we can be of further assistance, please contact Debra Spell at 601-432-8132 or by e-mail at debra.spell@its.ms.gov.

cc: ITS Project File Number 40394