

# **REQUEST FOR PROPOSALS**

RFP Number: 3120003270

To Provide: Security Assessment for the Mississippi Department of Public Safety,  
Office of Capitol Police

## **CLOSING LOCATION**

Mississippi Department of Public Safety, Procurement Department  
4<sup>th</sup> Floor, Room 402, 1900 E. Woodrow Wilson Boulevard  
Jackson, MS 39216

## **PROPOSAL COORDINATOR**

Britney Wesley or Sonya Williams  
Procurement Department

Telephone: 601-987-1407 or 601-987-1467

Fax: 601-987-1442

E-mail: [bjwesley@dps.ms.gov](mailto:bjwesley@dps.ms.gov) or [sonyawilliams@dps.ms.gov](mailto:sonyawilliams@dps.ms.gov)

## **CLOSING DATE AND TIME**

Proposals must be received by 10:00 A.M., January 28, 2026

## SECTION 1

### 1.1 Proposal Requirement

The original and 5 copies of the proposal, 6 copies total, shall be signed and submitted in a sealed envelope or package to Britney Williams or Sonya Williams, Mississippi Department of Public Safety, Procurement Department, 4<sup>th</sup> Floor, Room 402, 1900 East Woodrow Wilson Boulevard, Jackson, MS 39216 no later than the time and date specified for receipt of proposals. Timely submission is the responsibility of the respondent. To prevent opening by unauthorized individuals, all proposal submissions must be sealed in an envelope or package and marked, “**SEAL PROPOSAL – DO NOT OPEN**”. The envelope or package shall be marked with the proposal opening date and time, and the number of the request for proposals. The time and date of receipt shall be indicated on the envelope or package by Procurement. Each page of the proposal and all attachments shall be identified with the name of the respondent. The Mississippi Department of Public Safety (MDPS) reserves the right to reject any proposal if the Vendor fails to provide the requested information and/or fails to demonstrate that the Vendor is properly qualified to carry out the obligations of the Contract and to complete the work described in the RFP. Modifications or additions to any portion of the proposal document may be cause for rejection of the proposals. As a precondition to proposal acceptance, the MDPS may request the respondent to withdraw or modify those portions of the proposal deemed non-responsive that do not affect quality, quantity, price, or delivery of the service.

#### 1.1.1 Timeline

Task	Date
Advertisement Dates for RFP	December 10, 2025; December 17, 2025
Receive Questions for Clarification Dates	Starting 8:00 a.m., CST, Wednesday, December 10, 2025, to, December 29, 2025, at 5:00 p.m. CST.  Please email questions to <a href="mailto:bjwesley@dps.ms.gov">bjwesley@dps.ms.gov</a> or <a href="mailto:sonyawilliams@dps.ms.gov">sonyawilliams@dps.ms.gov</a>
Respond in Writing to Clarification	January 7, 2026
Proposal Submission Deadline	No later than 10:00 a.m., CST Wednesday, January 28, 2026,
Bid Opening Date	Wednesday January 28, 2026, 10:00 am CST.
Evaluation of Proposals	Thursday, January 29, 2026, or later
Anticipated Award Notification to Proposal(s)	Thursday, February 5, 2026,
Request for Reconsideration date and Time	Tuesday February 10, 2026, 5:00 pm. CST
Anticipated Contract start date	Anticipated Date: March 11, 2026

**Note: MDPS reserves the right to adjust the Procurement Schedule as it deems necessary.**

### **1.1.2 Cancellation of Solicitation or Rejection of Proposals**

At the Agency's sole discretion, an RFP may be canceled or any or all responses to the solicitation may be rejected, in whole or in part, when the Agency determines that it is in the Agency's best interest to do so.

MDPS reserves the right to reject any and all proposals during any step of the procurement process, even after negotiations have begun. Agency reserves the right to reject any and all proposals if the Offeror takes exception to the terms and conditions of the RFP and/or fails to meet the terms and conditions and/or in any way attempts to limit the rights of Agency and/or the State of Mississippi, including but not limited to, the required contractual terms and provisions set forth in this RFP. Reasons for rejecting individual proposals or qualifications include but are not limited to:

- 1) The proposal contains unauthorized amendments to the requirements of the Request for Proposals.
- 2) The proposal is conditional.
- 3) The proposal is incomplete or contains irregularities which make the proposal indefinite or ambiguous.
- 4) The proposal is received late.
- 5) The proposal is not signed by an authorized representative of the party.
- 6) The proposal contains false or misleading statements or references.
- 7) The proposal does not offer to provide all services required by the Request for Proposal.
- 8) The proposal was non-responsive to the solicitation.
- 9) The offeror is deemed non-responsible.
- 10) The proposal fails to meet the requirement of the Agency.
- 11) The proposed price is clearly unreasonable.
- 12) The Agency finds that there was a lack of competitiveness because of collusion or because reasonably competition did not occur.
- 13) The Agency has determined by rejection of the proposal is in the best interest of the State.

### **1.1.3 Minor Informalities and Irregularities**

The Mississippi Department of Public Safety has the right to waive minor defects or variations of a proposal from the exact requirements of the specifications that do not affect the price, quality, quantity, delivery, or performance of the services being procured and if doing so does not create an unfair advantage for any offeror. If insufficient information is submitted by a offeror for the Mississippi Department of Public Safety to properly evaluate the offer, the Mississippi Department of Public Safety has the right to require such additional information

as it may deem necessary after the submission deadline, provided that the information requested does not change the price, quality, quantity, delivery, or performance time of the services being procured and such request does not create an unfair advantage for any offeror. *(Information requested may include, for example, a copy of business or professional licenses, or a work schedule.)*

#### **1.1.4 No Obligation to Contract**

The release of this RFP does not constitute an acceptance of any submitted proposals, nor does such release in any way obligate the Agency to execute a contract with any offeror. Agency reserves the right to accept, reject, or negotiate any and all offers on the basis of the evaluation criteria contained within these documents. The Final decision to execute a contract with any party rests solely with the Agency including the decision to make no contract award.

#### **1.1.5 Late Submissions**

A bid received at the place designated in the solicitation for receipt of bids after the exact time specified for receipt will not be considered unless it is the only bid received, or it is received before award is made and was sent by registered or certified mail not later than the fifth (5th) calendar day before the date specified for receipt of bids. It must be determined by the MS Department of Public Safety that the late receipt was due solely to mishandling by the MS Department of Public Safety after receipt at the specified address.

The only acceptable evidence to establish the date of mailing of a late bid is the U.S. Postal Service postmark on the wrapper or on the original receipt from the U.S. Postal Service. If the postmark does not show a legible date, the contents of the envelope or package shall be processed as if mailed late. "Postmark" means a printed, stamped, or otherwise placed impression, exclusive of a postage meter impression, that is readily identifiable without further action as having been supplied and affixed by the U.S. Postal Service on the date of mailing. Offerors should request postal clerks to place a hand cancellation postmark (often called a bull's eye) on both the receipt and the envelope or wrapper.

The only acceptable evidence to establish the time of receipt at the office identified for bid opening is the time and date stamp of that office on the bid wrapper or other documentary evidence of receipt used by that office.

#### **1.2 Expenses Incurred Preparing Offerors**

The MDPS accepts no responsibility for any expense incurred by the respondent in the preparation and presentations of an offer. Such expenses shall be borne exclusively by the respondent.

All parties participating in the procurement process with regard to this solicitation shall bear their own costs of participation, pursuant to Section 1.4.4 of the PPRB OPSCR Rules and Regulations.

### **1.3 Proprietary Information**

The respondent should mark any and all pages of the proposal considered to be proprietary information which may remain confidential in accordance with the Mississippi Code Annotated §§ 25-61-9 and 79-23-1(1972, as amended). Any pages not marked accordingly will be subject to review by the general public after award of the contract. Requests to review the proprietary information will be handled in accordance with applicable legal procedures.

### **1.4 Registration with Mississippi Secretary of State**

By submitting a proposal, the respondent certifies that it is registered to do business in the State of Mississippi as prescribed by the Mississippi Secretary of State or, if not already registered, that it will do so within seven (7) business days of being offered an award. Sole proprietors are not required to register with the Mississippi Secretary of State.

### **1.5 Debarment**

By submitting a proposal, the respondent certifies that it is not currently debarred from submitting proposals for contracts issued by any political subdivision or agency of the State of Mississippi or Federal government and that it is not an agent of a person or entity that is currently debarred from submitting proposals for contracts issued by any political subdivision or agency of the State of Mississippi or federal government.

### **1.6 Competitive Proposals**

Discussions may be conducted with respondents who submit proposals determined to be reasonably susceptible to being selected for award. Likewise, MS Department of Public Safety also reserves the right to accept any proposal as submitted for contract award, without substantive negotiation of proposed terms, services or prices. For these reasons, all parties are advised to propose their most favorable terms initially.

### **1.7 Cancellation of Solicitation**

Any offeror claiming that its response contains information exempt from the Mississippi Public Records Act (Miss Code Ann § 25-61-9, 75-26-1 through 75-26-19, and/or 79-23-1), must submit a second copy of the proposal document in which all information offeror deems to be confidential commercial and financial information and/or trade secrets is redacted in **black**. Offeror shall also provide a document stating the specific statutory authority for each redaction/exemption. Offeror may be subject to exclusion pursuant to Chapter 15 of the *OPSCR Rules and Regulations* if the Agency or the PPRB determine that redactions made by the offeror were made in bad faith in order to prohibit public access to the portions of the proposal which are not subject to Miss. Code Ann. § 25-61-9, 75-26-1 through 75-26-19, and/or 79-23-1. The redacted

version of the proposal, or if an offeror does not produce a redacted version, the full proposal document, will be released at the Agency's sole discretion, without notice to the offeror and will be produced as a public record exactly as submitted.

## **1.8 Contact and Questions/Requests for Clarification**

Offerors must carefully review this solicitation, risk management provisions, and all attachments for defects, questionable, or objectionable material. Following review, vendors may have questions to clarify or interpret the RFP in order to submit the best proposal possible. To accommodate the questions and requests for clarifications, vendors shall submit any such question via email by the deadline reflected in Section 1. All questions and requests for clarifications must be directed by email to:

Britney Wesley or  
(601) 987-1407  
[bjwesley@dps.ms.gov](mailto:bjwesley@dps.ms.gov)

or

Sonya Williams  
(601)987-1467  
[sonyawilliams@dps.ms.gov](mailto:sonyawilliams@dps.ms.gov)

- Vendors should enter "RFX 3120003270"- Questions" as the subject for the email. Question submittals should include a reference to the applicable IFB section and be submitted in the format shown below:

### **RFP Section, Page Number Vendor Question/Request for Clarification**

- Official responses will be provided only for questions submitted as described above and only to clarify information already included in the RFP. The identity of the organization submitting the question(s) will not be revealed. All questions and answers will be published on the Mississippi Contract/Procurement Opportunity Search Portal website and the agency's website as an amendment to the RFP by the date and time reflected in Section 1.
- The agency will not be bound by any verbal or written information that is not contained within this RFP unless formally noticed and issued by the contact person as an RFP amendment. Offerors are cautioned that any statements made by agency personnel that materially change any portion of the RFP document shall not be relied upon unless subsequently ratified by a formal written amendment to the RFP document.
- All vendor communications regarding this RFP must be directed to the Bid Coordinator. Unauthorized contact regarding the RFP with other employees of the agency may result in the vendor being disqualified, and the vendor may also be suspended or disbarred from the State.

## **1.8 Type of Contract**

Compensation for services will be in the form of Firm-fixed price.

## **1.9 Written Proposals**

All proposals shall be in writing.

## **1.10 OPSCR Rules and Regulations**

This solicitation and any resulting contract shall be governed by the applicable provisions of the Public Procurement Review Board (PPRB), Office of Personal Service Contract Review (OPSCR) Rules and Regulations, a copy of which is available on the Mississippi Department of Finance and Administration's website ([www.dfa.ms.gov](http://www.dfa.ms.gov)). Any Offeror responding to this solicitation is deemed to be on notice of all requirements therein.

## **1.11 Amendments**

MDPS reserves the right to amend the content of this RFP as it deems necessary. This RFP, all questions, requests for clarification, and answers, and any other amendments will be published on the Mississippi Contract/Procurement Opportunity Search Portal and the Agency's website in a manner that all offerors will be able to view. It is the sole responsibility of the offeror to monitor the Agency's website and the Mississippi Contract/Procurement Opportunity Search Portal for amendments to the RFP to ensure their proposals comply with any such amendments.

## **1.12 Registration with State of Mississippi**

All vendors must be registered with the state of Mississippi. If not registered, please go to <https://www.dfa.ms.gov/vendors> to register your company and receive a supplier number. Once on the website click on "Vendor Registration/ Self-Service". Suppliers who have completed the registration process and have received a User ID and Password must attach a W-9 to their supplier account in the Mississippi's Accountability System for Government Information and Collaboration (MAGIC). Supplier may also submit a valid W-9 to the following:

MS Department of Finance and Administration  
P.O. Box 1060  
Jackson, MS 39215-1060

Or

MS Department of Finance and Administration  
501 North West Street, Suite 701-B  
Jackson, MS 39215-1060  
Phone : 601-359-3538  
Fax : 601-359-5525  
Email: [ofmmagic@dfa.ms.gov](mailto:ofmmagic@dfa.ms.gov)

### **1.13 Reconsideration of the Terms of The Solicitation**

Any potential offeror may file a Request for Reconsideration of the Terms of the Solicitation. Any such request shall be filed within three (3) business days following public notice of the solicitation and in accordance with Section 6.5.4 of the OPSCR Rules and Regulations.

## **SECTION 2**

### **2.1 Purpose**

The MDPS is seeking to establish a contract for a Security Assessment for the MS Department of Public Safety. It is understood that any contract resulting from 3120003270 requires approval by the Public Procurement Review Board. If any contract resulting from 3120003270 is not approved by the Personal Procurement Review Board, it is void and no payment shall be made.

### **2.2 Scope of Services**

As part of the Department of Public Safety's effort to protect critical government facilities, the Mississippi Department of Public Safety, Office of Capital Police, is seeking proposals for security assessments of buildings on or near the Mississippi Capitol Complex based on all currently available information. The purpose of this request is to assess the security of and provide recommendations for the development of effective preventive measures that make it more difficult for individuals to be able to conduct surveillance or launch attacks from the immediate vicinity onto Mississippi Governmental Facilities. This will include an assessment of the overall security within and surrounding the designated sites and a description of the specific protective measures available to be identified and implemented within the designated sites. The security assessments must include, but are not limited to, ingress and egress points, security cameras and monitoring, access controls, screening procedures, and staffing. The protective measures may be increased patrols, placement of stationary guards, implementation of access controls, installation or modification of monitoring and surveillance devices, installation of permanent or temporary robust physical barriers, installation of permanent or temporary obscuration means and devices, and improvements in the architectural structure of a facility to increase its protective capabilities.



The security assessments will be limited to the following buildings year one:

- Mississippi State Capitol located at 400 High Street, Jackson, MS 39201;
- Walter Sillers Building located at 550 High Street, Jackson, MS 39201;
- Gartin Justice Building located at 450 High Street, Jackson, MS 39201;
- Governor's Mansion located at 300 East Capitol Street, Jackson, MS 39201

Additional locations within the Capitol Complex may be added year two and/or three if requested by the agency.

The buildings to be assessed have considerable historical value to the State. Any recommendations that would cause alterations to the historical significance of the buildings must be noted, along with any alternate recommendation that would not alter the architecture of the building.

## **2.3 Term**

The term of the contract shall be for a period of 12 months. The contract may be renewed by the MDPS for a period of 2 successive one-year periods(s) under the same prices, terms, and conditions as in the original contract subject to approval by PPRB. The total number of renewal years permitted shall not exceed 2.

### **2.3.1 Multi-Term Contracts**

Unless otherwise provided by law, a contract for services may be entered into for a period of one (1) year multi-term with an option of two, one year renewals, provided the term of contract and conditions of renewal or extension, if any, are included in the solicitation and funds available for the first fiscal period at the time of contracting. Payment and performance obligations for succeeding fiscal periods shall be subject to the availability and appropriation of funds.

#### **2.3.1.1 Requirements**

- a) Provide Security Assessment services to the MDPS.
- b) A unit price shall be given for each service, and that unit price shall be in the same throughout the contract.
- c) A multi-term contract will be canceled if funds are not appropriated or otherwise made available to support the continuation of performance in any fiscal period succeeding the first; however, this does not affect either the State's right or the contractor's rights under any termination clause in the contract.

- d) The Procurement Officer must notify the contractor on a timely basis that the funds are or are not available for the continuation of the contract for each succeeding fiscal period.
- e) A multi-term contract may be awarded to the winning respondent of this request for solicitation whose proposal is deemed to be the most advantageous to the State after considering all evaluation factors including but not limited to, price.

### **2.3.2 Contract Rights**

Contract rights do not vest in any party until a contract is legally executed. The Mississippi Department of Public Safety is under no obligation to award a contract following issuance of this solicitation.

### **2.3.3 Property Rights**

Property rights do not inure to any offeror until such time as services have been provided under a legally executed contract. No party responding to this RFP has a legitimate claim of entitlement to be awarded a contract or to the provision of work thereunder. The MDPS is under no obligation to award a contract any may terminate a legally executed contract at any time.

**2.3.3.1** Any work performed by the awarded Offeror prior to the start date of a valid executed contract is done at the offeror's sole risk. The State is under no obligation to pay for work performed prior to contract start date.

**2.3.4** This RFP, amendments, the offeror's proposal, including, an Offeror's Best and Final Offer (as applicable) shall be incorporated into the successful offeror's contract.

## **SECTION 3**

### **3.1 Insurance**

The successful vendor shall maintain at least the minimum level of worker's compensation insurance, network security and or privacy liability, comprehensive general liability or professional liability insurance, with minimum limits of \$1,000,000.00 per occurrence. All workers' compensation, comprehensive general liability or professional liability insurance, will provide coverage to the MDPS as an additional insured. The MDPS reserves the right to request from carriers, certificates of insurance regarding the required coverage. Insurance carriers must be licensed or hold a Certificate of Authority from the Mississippi Department of Insurance. The vendor shall be prepared to provide evidence of required insurance upon request by the MDPS at any point during the contract period and should consult with legal counsel regarding its obligations.

## **SECTION 4**

### **4.1 Minimum Qualifications**

Offeror must have been in business and provided security assessment services similar in requirements and scale to those described in this Request for Proposal for a minimum of five (5) years.

Offeror must maintain a pool of qualified workers to fill the requests from MDPS.

The Offeror must provide two (2) references that the vendor has contracts with providing the same scope of services.

#### **4.1.1 References**

These minimum qualifications are in addition to a minimum score of six on the Reference Score Sheet (Attachment E) from reference interviews by the MS Department of Public Safety with two Offeror/contractor references (for a total minimum score of (ten), as well as all other requirements of this Request for Proposal. (See Attachments D and E.)

Each Offeror must furnish the contact person, address, and phone number for each reference. These references must be familiar with the Offeror's abilities in the areas involved with this solicitation. The MS Department of Public Safety will use these references to determine the Offeror's ability to perform the services. It is the responsibility of the Offeror to ensure that the reference contact information is correct and current. Offerors should verify before submitting their bid that the contact person and phone number are correct for each reference. The Offeror may submit as many references as desired. The MS Department of Public safety will begin contacting references at the top of the list and will continue down the list until three contacts have been reached. Proposals may be rejected as non-responsive if reference checks cannot be completed within 48 hours of initial contact.

References must be listed on Attachment D.

### **4.2 Content of Proposals**

The proposal shall consist of four (4) separate sections:

- Technical/Proposal
- Management/Ability
- Price

- Additional Documents

The three sections of the proposal shall be prepared and submitted in the format listed below. It is the offeror's responsibility to organize and separate the information into sections and tabs accordingly.

#### **4.2.1 Section I: Technical (0-35 pts)**

**Tab 1: Proposal Cover Sheet (Attachment F) and Questionnaire (Attachment G):** Failure to complete and/or sign may result in Offeror being determined nonresponsive. All questions on Attachment G are required to be answered and should not be left blank.

**Tab 2: Detailed Service Plan:** Offeror should provide a clear and concise plan of action to achieve the expected outcomes of the Scope of Work. Describe the proposed approach and methodology that will be used to accomplish the scope of work with key tasks, deliverables, and timeline.

#### **4.2.1 Section II: Management (0-30 pts)**

**Tab 3: Background and Professional Expertise**

- Provide information indicating the underlying philosophy of the firm in providing the service.
- Attach resumes of all those who will be involved in the delivery of service (from principals to field technicians) that include their experience in this area of service delivery. Indicate the level of involvement by principals of the firm in the day-to-day operation of the contract.
- Provide a minimum of two (2) organizations, to serve as references, for which the offeror has completed security assessment services within the last five (5) years. Include all information on Attachment D.

#### **4.2.3 Section III: Price Submission (0-35 pts)**

**Tab 4: Proposed Costs (Attachment G)** The cost should be provided on the required form.

#### **4.2.2 Section IV: Additional Documents**

**Tab 5: Other Required Documents**

1. Proof of Insurance
2. Registration with the Secretary of State
3. Signed Acknowledged Amendments
4. Attachment A

#### **4.4 Nonconforming Terms and Conditions**

A proposal response that includes terms and conditions that do not conform to the terms and conditions in the proposal document is subject to rejection as non-responsive. The MDPS reserves the right to permit the respondent to withdraw nonconforming terms and conditions from its proposal response prior to a determination by the MDPS of non-responsiveness based on submission of nonconforming terms and conditions.

#### **4.5 Conditioning Proposal Upon Other Awards**

Any proposal which is conditioned upon receiving award of both the particular contract being solicited and another Mississippi contract shall be deemed non-responsive and not acceptable.

#### **4.6 Evaluation**

Proposals will be evaluated in accordance with the criteria set forth in this RFP. All proposals received in response to this RFP by the stated deadline will receive an evaluation. The evaluation of any proposal may be suspended and/or terminated at the Agency's discretion at any point during the evaluation process at which time the Agency determines that said proposal and/or Offeror fails to meet any of the mandatory requirements as stated in this RFP, the proposal is determined to contain fatal deficiencies to the extent that the likelihood of selection for contract negotiations is minimal, or Agency receives reliable information that would make contracting with the Offeror impractical or otherwise not in the best interests of MDPS and/or the State of Mississippi.

#### **4.7 Evaluation Process**

##### **4.7.1 Step One:**

Proposals will be reviewed to ensure compliance with the minimum specifications. Proposals that do not comply with the minimum specifications will be rejected immediately, receiving no further consideration. Compliance requirements are not assigned a point percentage or score but are simply recorded as **Pass or Fail**.

Proposals will be reviewed to determine whether Offeror will be deemed responsive and responsible. If any component receives a Fail score (a "No" response) on any item or contains an item which for some reason cannot be evaluated, it may be deemed as non-responsive and/or non-responsible. Failure to comply with the RFP requirements may result in the proposal being eliminated from further consideration for contract award at any time.

##### **4.7.1.1 Responsive Respondent**

Respondent must submit a proposal which conforms in all material respects to this Request for Proposals, 3120003270, as determined by the Mississippi Department of Public Safety.

##### **4.7.1.2 Responsible Respondent**

Respondent must have capability in all respects to perform fully the contract requirements and the integrity and reliability which will assure good faith performance, as determined by MDPS.

#### **4.7.2 Step Two:**

Proposal that satisfactorily complete Step One will be reviewed and analyzed to determine if the proposal adequately meets the needs of MDPS. This process will be done by an evaluation committee. The evaluation committee will conduct consensus scoring. The total points available to receive is 100 points. The contract should be awarded to the responsive, responsible offeror whose proposal is determined to be the most advantageous to the MDPS taking into consideration price and the factors set forth in the RFP. The evaluation factors to be considered are as follows:

- 1) **Technical Factors (35 Points)**- Technical factors are scored by the evaluation committee and generally help determine the offeror's technical ability to perform the services requested. The evaluation committee will provide scoring of technical factors.

Evaluators will award points based on the following factors:

To what extent does the Offeror's proposed plan provide a detailed description in the Technical Proposal to achieve the outcome(s) specified in the solicitation? (0-35 points)

- 2) **Management Factors (30)** – Management factors aid in determining the offeror's qualifications to provide the service. These factors can include, but are not limited to, the capability and experience of the proposed staff, the offeror's record of reliability in performing similar services, and work plans and/or schedules. The evaluation committee will provide scoring of management factors.

Evaluators will award points based on the following factors:

To what extent does the Offeror's Management Proposal provide an adequate representation of the ability to perform the required services as outlined in the Scope of Services? (0-29 points)

- 3) **Price (35 Points)** Price is reviewed by MDPS procurement staff and/or designee(s) as it is objectively scored.

The lowest price proposed will receive the maximum 35 points allocated to cost. The point allocations for price on the other offers will be evaluated according to the following formula: Price of the lowest responsive and responsible offer, divided by

the price of the responsive and responsible offer being rated times the maximum 35 points allocated for cost equals the awarded points.

$$X \div Y \times 35 = Z$$

X = lowest bid price

Y = offeror's bid price

Z = points awarded

Points will be awarded based on the total contract price. However, offerors must also include all other required cost documents.

#### **4.7.3 Step Three:**

The Commissioner of the MS Department of Public Safety or his/her designee will contact the respondent with the proposal which best meets the MDPS needs (based on factors evaluated in Step Two) and attempt to negotiate an agreement that is deemed acceptable to both parties.

### **4.8 Award**

The Agency will issue a Notice of Intent to Award to the responsive and responsible respondent whose proposal is determined in Writing to be the most advantageous to the State taking into consideration price and evaluation factors set forth in the Request for Proposals. No other factors or criteria shall be used in the evaluation.

#### **4.8.1 Notification**

**Notice of Intent to Award and Evaluation Committee Report:** The Notice of Intent to Award and Evaluation Committee Report for this procurement will be made available to the public through posting on the Mississippi Contract/Procurement Opportunity Search Portal website, on the Agency's website, and directly to all Offeror who responded to the solicitation.

**Notice of Contract Award:** Following approval of the contract by the Public Procurement Review Board (if required) a Notice of Contract Award will be made available to the public through posting on the Transparency website and the Agency's website.

## **SECTION 5**

### **5.1 Post-Award Vendor Debriefing**

A respondent, successful or unsuccessful, may request a post-award debriefing, in writing, by U.S. mail or electronic submission. The written request must be received by the Commissioner of the MDPS and a copy submitted to the Procurement Division within three (3) business days of notification of the contract award. A post-award debriefing is a meeting and not a hearing; therefore, legal representation is not required. A debriefing typically occurs within five (5) business days of receipt of the request. If a respondent prefers to have a legal representation present, the respondent must notify the Commissioner of the MDPS in writing and identify its attorney by name, address and telephone number. The MS Department of Public Safety will schedule and/or suspend and reschedule the meeting at a time when a Representative of the Office of the Mississippi Attorney General or a Representative of the MS Department of Public Safety's Legal Division can be present.

For additional information regarding Post-Award Debriefing, as well as the information that may be provided and excluded, please see Section 7-114 through 7-114.07, Post-Award Vendor Debriefing, of the *Public Procurement Review Board's Rules and Regulations*.

## **5.2 Request for Reconsideration of Intent to Award**

Any actual or prospective Offeror or contractor who is aggrieved in connection with this solicitation or the outcome of the Request for Proposals may file a reconsideration of intent to award with the Bid Coordinator, Britney Wesley, or Sonya Williams, and the Commissioner of the MS Department of Public Safety. The reconsideration shall be submitted on or before February 10, 2026, at 5:00 p.m. local time, in writing after such aggrieved person or entity know or should have known of the facts giving rise thereto. All reconsideration must be in writing, dated signed by the Offeror or an individual authorized to sign contracts on behalf of the protesting Offeror, the RFx number of solicitations, the date the IFB was issued, and the date the Notice of Intent to award was issued and contain a statement of the reason(s) for protest. The protesting Offeror must provide facts and evidence to support the protest. A reconsideration of intent to award is considered filed when received by the Bid Coordinator, Britney Wesley, Sonya Williams, and the Commissioner of the MS Department of Public Safety, via either U.S. mail, postage prepaid, or personal delivery. Request for reconsideration filed after February 10, 2026, 5:00 p.m. local time will not be considered.

## **5.3 Required Contract Terms and Conditions**

Any contract entered into between a Contracting Agency and a vendor/respondent shall include the required clauses found in **Attachment B** and those required by the *Office of Service Contract Review Board's Rules and Regulations* as updated.



#### **5.4 Optical Contract Terms and Conditions**

Any contract entered into between a Contracting Agency and a vendor/respondent may have, at the discretion of the Contracting Agency, the optional clauses found in **Attachment C** and those within the *Office of Service Contract Review Board's Rules and Regulations* as updated.

#### **5.5 Mississippi Contract/Procurement Opportunity Search Portal**

This Request for Proposals, and the questions and answers concerning this Request for Proposals, are posted on the Contract/Procurement Opportunity Search Portal.

#### **5.6 Attachments**

The attachments to this Request for Proposals are made a part of this Request for Proposals as if copied herein in words and figures.

## ATTACHMENT A

### Certifications and Assurances

By signing below, the Company Representative certifies that he/she has authority to bind the company, and further acknowledges on behalf of the company:

1. That he/she has thoroughly read and understands this Request for Proposals, 3120003270, and the attachments herein;
2. That the company meets all requirements and acknowledges all certifications contained in this Request for Proposals, 3120003270, and the attachments herein;
3. That the company agrees to all provisions of this Request for Proposals, 3120003270, and the attachments herein;
4. That the company will perform the services required at the prices quoted above;
5. That, to the best of its knowledge and belief, the cost or pricing data submitted is accurate, complete, and current as of the submission date;
6. That the company has, or will secure, at its own expense, applicable personnel who shall be qualified to perform the duties required to be performed under this Request for Proposals;
7. **OFFEROR'S REPRESENTATION REGARDING CONTINGENT FEES**  
By responding to the solicitation, the Offeror represents that it **has not** retained any person or agency on a percentage, commission or other contingent arrangement to secure this contract. If the offeror cannot make such a representation, a full and complete explanation shall be submitted in writing with the offeror's response.
8. **REPRESENTATION REGARDING GRATUITIES**  
Offeror represents that it **has not**, is not, and will not offer, give, or agree to give any employee or former employees of Mississippi Department of Public Safety a gratuity or offer of employment in connection with any approval, disapproval, recommendation, development, or any other action or decision related to the solicitation and resulting contract. Offeror further represents that no employee or former employee of Mississippi Department of Public Safety has or is soliciting, demanding, accepting, or agreeing to accept a gratuity or offer of employment for the reasons previously stated; any such action by an employee or former employee in the future, if any, will be rejected by offeror. Offeror further represent that it is in compliance with the Mississippi Ethics in Government

laws, codified at Mississippi Code Annotated §§ 25-4-101 through 25-4-121, and has not solicited any employee or former employee to act in violation of said law.

**9. CERTIFICATION OF INDEPENDENT PRICE DETERMINATION**

By submitting a proposal, the offeror certifies that the prices submitted in response to the solicitation **have** been arrived at independently and without any consultation, communication, or agreement with any other offeror or competitor for the purpose of restricting competition.

**10. PROSPECTIVE CONTRACTORS'S REPRESENTATION REGARDING CONTINGENT FEES**

The prospective Contractor represents as a part of such Contractor's proposal that such Contractor **has not** retained any person or agency on a percentage, commission, or other contingent arrangement to secure this contract.

**11. ACKNOWLEDGMENT OF AMENDMENTS**

Offerors shall acknowledge receipt of any amendment to the RFP in writing. The acknowledgement shall be submitted by signing and returning the amendment with the bid, by identifying the amendment number and date in the space provided for this purpose on the bid form, or by letter. Each offeror shall submit a written acknowledgement of every amendment to the MS Department of Public Safety on or before the submission deadline.

**Printed Name:** \_\_\_\_\_

**Signature/Date:** \_\_\_\_\_

*Note: Please be sure to circle the applicable word or words provided above. Failure to circle the applicable word or words and/or to sign the proposal form may result in the proposal being rejected as nonresponsive. **Modifications or additions to any portion of this proposal document may be cause/or rejection of the proposal.***

## ATTACHMENT B

### Required Clauses for Service Contracts Resulting from this Request for Proposals

1. Applicable Law. The contract shall be governed by and construed in accordance with the laws of the State of Mississippi, excluding its conflicts of laws provisions, and any litigation with respect thereto shall be brought in the courts of Mississippi.
2. Availability of Funds. It is expressly understood and agreed that the obligation of the Mississippi Department of Public Safety to proceed under this agreement is conditioned upon the appropriation of funds by the Mississippi State Legislature and the receipt the appropriated funds. If the funds anticipated for the continuing time fulfillment of the agreement are, at any time, not forthcoming or insufficient, regardless of the source of funding, the Mississippi Department of Public Safety shall have the right upon ten (10) business days written notice to Contractor, to terminate this agreement without damage, penalty, cost or expense to the Mississippi Department of Public Safety of any kind whatsoever. The effective date of termination shall be as specified in the notice of termination.
3. Compliance with Laws. Contractor shall comply with, and all activities under this agreement shall be subject to, all applicable federal, state, and local laws and regulations, as now existing and as may be amended or modified.
4. E-Payment. Contractor agrees to accept all payments in United States currency via the State of Mississippi's electronic payment and remittance vehicle. The agency agrees to make payment in accordance with Mississippi "Timely Payments for Purchases by Public Bodies," laws, which generally provides for payment of undisputed amounts by the agency within forty-five (45) calendar days of receipt of invoice. Mississippi Code Annotated § 31-7-301, *et seq.*
5. E-Verification. If applicable, Contractor represents and warrants that it will ensure its compliance with the Mississippi Employment Protection Act and will register and participate in the status verification system for all newly hired employees. Mississippi Code Annotated § § 71-11-1 and 71-11-3. Contractors agrees to provide a copy of each verification upon request of the Mississippi Department of Public Safety subject to approval by any agencies of the United State Government. Contractor further represents and warrants that any person assigned to perform services hereafter meets the employment eligibility requirements of all immigration laws.

The breach of this clause may subject Contractor to the following: (1) termination of this contract and exclusion pursuant to Chapter 15 of *the Public Procurement Review Board Office of Personal Contract Review Rules and Regulations*; (2) the loss of any license, permit, certification or other document granted to Contractor by an agency, department, or governmental entity for the right to do business in Mississippi; or (3) both. In the event of such termination, Contractor would also be liable for any additional costs incurred by the Agency due to Contract cancellation or loss of license or permit to do business in the state.

6. Paymode. Payments by the Mississippi Department of Public Safety using the State's accounting system shall be made and remittance information provided electronically as directed by the State and deposited into the bank account of Contractor's choice. The Mississippi Department of Public Safety may, at its sole discretion, require Contractor

to electronically submit invoices and supporting documentation at any time during the term of this Agreement. Contractor understands and agrees that the Agency is exempt from the payment of Mississippi taxes. All payments shall be in United States currency.

7. Procurement Regulations. This solicitation shall be governed by the applicable provisions of the *Public Procurement Review Board Office of Personal Service Contract Review Rules and Regulations*, a copy of which is available on the Mississippi Department of Finance and Administration's website ([www.dfa.ms.gov](http://www.dfa.ms.gov)). Any offeror responding to a solicitation for personal and professional services and any contractor doing business with a state Agency is deemed to be on notice of all requirements therein.
8. Offeror Representation Regarding Contingent Fees. By responding to the solicitation, the Offeror represents that it **has not** retained any person or agency on a percentage, commission or other contingent arrangement to secure this contract. If the offeror cannot make such a representation, a full and complete explanation shall be submitted in writing with the offeror's response.
9. Representation Regarding Gratuities. Offeror represents that it **has not**, is not, and will not offer, give, or agree to give any employee or former employees of Mississippi Department of Public Safety a gratuity or offer of employment in connection with any approval, disapproval, recommendation, development, or any other action or decision related to the solicitation and resulting contract. Offeror further represents that no employee or former employee of Mississippi Department of Public Safety has or is soliciting, demanding, accepting, or agreeing to accept a gratuity or offer of employment for the reasons previously stated; any such action by an employee or former employee in the future, if any, will be rejected by offeror. Offeror further represent that it is in compliance with the Mississippi Ethics in Government laws, codified at Mississippi Code Annotated §§ 25-4-101 through 25-4-121, and has not solicited any employee or former employee to act in violation of said law.
10. Stop Work Order. The Mississippi Department of Public Safety may, by written order to Contractor at any time, require Contractor to stop all or any part of the work called for by this contract. This order shall be for a period of time specified by the Mississippi Department of Public Safety. Upon receipt of such an order, Contractor shall forthwith comply with its terms and take all reasonable steps to minimize any further cost to the Mississippi Department of Public Safety. Upon expiration of the stop work order, Contractor shall resume providing the services which were subject to the stop work order, unless the Mississippi Department of Public Safety has terminated that part of the agreement or terminated the agreement in its entirety. The Mississippi Department of Public Safety is not liable for payment for services which were not rendered due to the stop work order.
11. Termination.
  - a. *Termination for Convenience.* The Mississippi Department of Public Safety may, when the interests of the Agency so require, terminate this contract in whole or in part, for the convenience of the Agency. The Mississippi Department of Public Safety shall give written notice of the termination to Contractor specifying the part of the contract terminated and when termination becomes effective.

Contractor shall incur no further obligations in connection with the terminated work and on the date set in the notice of termination Contractor will stop work to the extent specified. Contractor shall complete the work not terminated by the notice of termination and may incur obligations as necessary to do so.

- b. Termination for Default.* If the Mississippi Department of Public Safety gives the Contractor a notice that the personal or professional services are being provided in a manner that is deficient, the Contractor shall have 30 days to cure the deficiency. If the Contractor fails to cure the deficiency, the Mississippi Department of Public Safety may terminate the contract for default and the Contractor will be liable for the additional cost to the Mississippi Department of Public Safety to procure the personal and professional services from another source. Termination under this paragraph could result in Contractor being excluded from future contract awards pursuant to Chapter 15 of the *Public Procurement Review Board Office of Personal Service Contract Review Rules and Regulations*. Any termination wrongly labelled termination for default shall be deemed a termination for convenience.

13. Trade Secrets, Commercial and Financial Information. Any offeror claiming that its response contains information exempt from the Mississippi Public Records Act (Miss. Code Ann § § 25-61-9, 75-26-1 through 75-26-19, and/or 79-23-1), must submit a second copy of the proposal document in which all information offeror deems to be confidential commercial and financial information and/or trade secrets is redact in **black**. Offeror shall also provide a document stating the specific statutory authority for each redaction/exemption. Offeror may be subject to exclusion pursuant to Chapter 15 of the *OPSCR Rules and Regulations* if the Agency or the PPRB determine that redactions made by the offeror were made in bad faith in order to prohibit public access to the portions of the proposal which are not subject to Miss. Code Ann. § § 25-61-9, 75-26-1 through 75-26-19, and/or 79-23-1. The redacted version of the proposal, or if an offeror does not produce a redacted version, the full proposal document, will be released at the Agency's sole discretion, without notice to the offeror and will be produced as a public record exactly as submitted.
14. Transparency. This contract, including any accompanying exhibits, attachments, and appendices, is subject to the "Mississippi Public Records Act of 1983," and its exceptions. See Mississippi Code Annotated § § 25-61-1 *et seq.* and Mississippi Code Annotated § 79-23-1. In addition, this contract is subject to the provisions of the Mississippi Accountability and Transparency Act of 2008. Mississippi Code Annotated §§ 27-104-151 *et seq.* Unless exempted from disclosure due to a court-issued protective order, a copy of this executed contract is required to be posted to the Department of Finance and Administration's independent agency contract website for public access at <http://www.transparency.mississippi.gov>. Information identified by Contractor as trade secrets, or other proprietary information, including confidential vendor information or any other information which is required confidential by state or federal law or outside the applicable freedom of information statutes, will be redacted.
15. Approval. It is understood that if this contract requires approval by the Public Procurement Review Board (PPRB) and/or the Department of Finance and Administration Office of Personal Service

Contract Review (OPSCR), and this contract is not approved by PPRB and/or OPSCR, it is void and no payment shall be made hereunder.

16. Compliance with Equal Opportunity in Employment Policy. Contractor understands that the Mississippi Department of Public Safety is an equal opportunity employer and therefore, maintains a policy which prohibits unlawful discrimination based on race, color, creed, sex, age, national origin, physical handicap, disability, genetic information, or any other consideration made unlawful by federal, state, or local laws. All such discrimination is unlawful, and Contractor agrees during the term of the agreement that Contractor will strictly adhere to this policy in its employment practices and provision of services.
17. Property Rights. Property rights do not inure to any Offeror until such time as services have been provided under a legally executed contract. No party responding to this RFP has legitimate claim of entitlement to be awarded a contract or to the provision of work thereunder. The Mississippi Department of Public Safety is under no obligation to award a contract and may terminate a legally executed contract at any time.
18. Required Public Records and Transparency. Upon execution of a contract, the provision of the contract which contains the personal or professional services provided, the unit prices, the overall price to be paid, and the term of the contract shall not be deemed to be a trade secret or confidential commercial or financial information pursuant to Mississippi Code Annotated § § 25-61-9(7). The contract shall be posted publicly on [www.transparency.ms.gov](http://www.transparency.ms.gov) and shall be available at the Agency for examination, inspection, or reproduction by the public. The offeror acknowledges and agrees that the Mississippi Department of Public Safety and this contract are subject to the Mississippi Public Records Act of 1983 codified at Mississippi Code Annotated § § 25-61-1, et seq. and its exceptions, Mississippi Code Annotated §79-23-1, and the Mississippi Accountability and Transparency Act of 2008, codified at Mississippi Code Annotated § § 27-104-151, et seq.

## ATTACHMENT C

### Additional Clauses for Use in Service Contracts Resulting from this Request for Proposals

19. Confidentiality. Notwithstanding any provision to the contrary contained herein, it is recognized that Agency is a public agency of the State of Mississippi and is subject to the Mississippi Public Records Act. Mississippi Code Annotated §§ 25-61-1 *et seq.* If a public records request is made for any information provided to Agency pursuant to the agreement and designated by the Contractor in writing as trade secrets or other proprietary confidential information, Agency shall follow the provisions of Mississippi Code Annotated §§ 25-61-9 and 79-23-1 before disclosing such information. The Agency shall not be liable to the Contractor for disclosure or information required by court or required by law.
20. Debarment and Suspension. Contractor certifies to the best of its knowledge and belief, that it:
  - (1) is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transaction by any federal department or agency or any political subdivision or agency of the State of Mississippi;
  - (2) has not, within a three-year period preceding this proposal, been convicted of or had a civil judgement with obtaining, attempting to obtain, or performing a public (federal, state or local) transaction or contract under a public transaction.
  - (3) has not, within a three-year period preceding this proposal, been convicted of or had a civil judgement rendered against it for a violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
  - (4) is not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state or local) with commission of any of these offenses enumerated in paragraphs two (2) and (3) of this certification; and,
  - (5) has not, within a three-year period preceding this proposal, had one or more public transactions (federal, state, or local) terminated for cause or default.
21. Force Majeure. Each party shall be excused from performance for any period and to the extent that it is prevented from performing any obligation or service, in whole or in part, as a result of causes beyond the reasonable control and without the fault or negligence of such party and/or its subcontractors. Such acts shall include without limitation acts of God, strikes, lockouts, riots, acts of war, epidemics, governmental regulations superimposed after the fact, fire, earthquakes, floods, or other natural disasters ("force majeure events"). When such a cause arises, Contractor shall notify the State immediately in writing of the cause of its inability to perform, how it affects its performance, and the anticipated duration of the inability to perform. Delays in delivery or in meeting completion dates due to force majeure events shall automatically extend such dates for a period equal to the duration of the delay caused by such events, unless the State determines it to be in its best interest to terminate the agreement.
22. Ownership of Documents and Work Papers. Agency shall own all documents, files, reports, work papers and working documentation, electronic or otherwise, created in connection with the project which is the subject of this agreement, except for Contractor's internal administrative and quality assurance files and internal project correspondence. Contractor shall deliver such



documents and work papers to Agency upon termination or completion of the agreement. The foregoing notwithstanding, Contractor shall be entitled to retain a set of such work papers for its files. Contractor shall be entitled to use such work papers only after receiving written permission from Agency and subject to any copyright protections.

23. Record Retention and Access to Records. Provided Contractor is given reasonable advance written notice and such inspection is made during normal business hours of Contractor, the State or any duly authorized representatives shall have unimpeded, prompt access to any of Contractor's books, documents, papers and/or records which are maintained or produced as a result of the project for the purpose of making audits, examinations, excerpts, and transcriptions. All records related to this agreement shall be retained by Contractor for three (3) years after final payment is made under this agreement and all pending matters are closed; however, if any audit, litigation or other action arising out of or related in any way to this project is commenced before the end of the three-year period, the records shall be retained for one (1) year after all issues arising out of the action are finally resolved or until the end of the three-year period, whichever is later.
24. Right to Audit. Contractor shall maintain such financial records and other records as may be prescribed by the Agency or by applicable federal and state laws, rules, and regulations. Contractor shall retain these records for a period of three (3) years after final payment, or until they are audited by the Agency, whichever event occurs first. These records shall be made available during the term of the contract and the subsequent three-year period for examination, transcription, and audit by the Mississippi State Auditor's Office, its designees, or other authorized bodies.
25. Severability. If any part of this agreement is declared to be invalid or unenforceable, such invalidity or unenforceability shall not affect any other provision of the agreement that can be given effect without the invalid or unenforceable provision, and to this end the provisions hereof are severable. In such event, the parties shall amend the agreement as necessary to reflect the original intent of the parties and to bring any invalid or unenforceable provision, and to this end the provisions hereof are severable. In such event, the parties shall amend the agreement as necessary to reflect the original intent of the parties and to bring any invalid or unenforceable provisions in compliance with applicable law.
26. Waiver. No delay or omission by either party to this agreement in excising any right, power, or remedy hereunder or otherwise afforded by contract, at law, or in equity shall constitute an acquiescence therein, impair any other right, power or remedy hereunder or otherwise afforded by any means, or operate as a waiver of such right, power or remedy. No waiver by either party to this agreement shall be valid unless set forth in writing by the party making said waiver. No waiver of or modification to any term or condition of this agreement will void, waive, or change any other term or condition. No waiver by one party to this agreement of a default by the other part will imply, be construed as or require waiver of future or other defaults.
27. Termination Upon Bankruptcy. This contract may be terminated in whole or in part by Agency upon written notice to Contractor, if Contractor should become the subject of

bankruptcy or receivership proceedings, whether voluntary or involuntary, or upon the execution by Contractor of an assignment for the benefit of its creditors. In the event of such termination, Contractor shall be entitled to recover just and equitable compensation for satisfactory work performed under this contract, but in no case shall said compensation exceed the total contract price.

## **ATTACHMENT D**

### **Reference 1**

**Name of Company:** \_\_\_\_\_  
**Dates of Services:** \_\_\_\_\_  
**Contact Person:** \_\_\_\_\_  
**Address:** \_\_\_\_\_  
**City/State/Zip:** \_\_\_\_\_  
**Telephone:** \_\_\_\_\_  
**Cell Number:** \_\_\_\_\_  
**E-mail:** \_\_\_\_\_  
**Alternative Contact Person (optional):** \_\_\_\_\_  
**Telephone Number:** \_\_\_\_\_  
**Cell Number:** \_\_\_\_\_  
**E-mail:** \_\_\_\_\_

### **Reference 2**

**Name of Company:** \_\_\_\_\_  
**Dates of Services:** \_\_\_\_\_  
**Contact Person:** \_\_\_\_\_  
**Address:** \_\_\_\_\_  
**City/State/Zip:** \_\_\_\_\_  
**Telephone:** \_\_\_\_\_  
**Cell Number:** \_\_\_\_\_  
**E-mail:** \_\_\_\_\_  
**Alternative Contact Person (optional):** \_\_\_\_\_  
**Telephone Number:** \_\_\_\_\_  
**Cell Number:** \_\_\_\_\_  
**E-mail:** \_\_\_\_\_

The Offeror may submit as many references as desired by submitting as many additional copies of this Attachment D, References, as needed. The Mississippi Department of Public Safety will begin contacting references at the top of the list and will continue down the list until 2 contacts have been reached. See Section 4.1.1 of this Invitation for Bids.

**ATTACHMENT E**

**Reference Score Sheet**

**TO BE COMPLETED BY MISSISSIPPI DEPARTMENT OF PUBLIC SAFETY ONLY**

Offeror Name: \_\_\_\_\_

Reference Name: \_\_\_\_\_

Person Contacted, Title/Position: \_\_\_\_\_

Date/Time Contacted: \_\_\_\_\_

Service From/To Dates: \_\_\_\_\_

Satisfied with the security assessment services provided? If no, please explain.      Yes      No

Vendor easy to work with in scheduling security assessment services?      Yes      No

Was the security assessment completed on time and within budget?      Yes      No

Vendor listened when you had an issue and readily offered a solution?      Yes      No

(If never had an issue, please check here \_\_\_\_\_.)

Would you enter into a contract with them again?      Yes      No

Would you recommend them?      Yes      No

Each “yes” is one point(s); each “no” is zero point(s). Offeror must have a minimum score of “5” from two references (total of “10” points) to be considered responsible and for its bid to be considered.

Score: \_\_\_\_\_

Do you have any business, professional or personal interest in the Offeror’s organization? If yes, please explain.      Yes      No

Called by: \_\_\_\_\_

Notes: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**ATTACHMENT F**  
**PROPOSAL COVERSHEET**

*Proposals are to be submitted, in accordance with Section 1 Proposal Submission Requirements, on or before 10:00 a.m., January 28, 2026.*

**Name and phone number of Company Primary Representative to be contacted for services pursuant to this RFP**

**Name of Company:** \_\_\_\_\_

**Quoted By:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City/State/Zip:** \_\_\_\_\_

**Telephone:** \_\_\_\_\_

**Fax Number:** \_\_\_\_\_

**E-mail Address:** \_\_\_\_\_

List alternative representative Name, E-mail, Phone Number below:

**ATTACHMENT G**  
**OFFEROR QUESTIONNAIRE**

In addition to providing the above contact information, please answer the following questions regarding your company. You may respond by restating the number, question and your response on a separate sheet of paper.

1. What is the age of the business and what is your average number of employees over the past three (3) years?
2. How many years has the firm been in business of performing the services called for in this RFP?
3. If not provided in your Management Response, please provide the physical location and mailing address of your company's home office, principal place of business, and place of incorporation.
4. Please provide a list of each principal/parent company (a company that owns more than 50% of your company) and any subsidiary (a company where you own more than 50% of the company) associated with your company. Use additional pages as necessary.
5. Is your company currently for sale or involved in any transaction to expand or to become acquired by another business entity? If yes, please discuss the impact both in organizational and directional terms.
6. Is your company licensed and/or certified to provide the requested services as required by any and all applicable Federal and State law(s)?
7. List all licenses or permits your company possesses that are applicable to perform the services required in this RFP.
8. If Offeror proposes to use one or more subcontractors, identify the contemplated subcontractor(s) and include evidence of each subcontractor's ability to fill its respective duties. MDPS must approve any subcontractor proposed by the respondent in accordance with MDPS's contract agreement.
9. Please provide a list of other security assessment contracts under which services similar in scope, size, or discipline to the required services were performed or undertaken within the past five (5) years. Please provide a brief description of the services provided, location of the deployment, dates of service and contact information (name, phone, e-mail address) of the client.

**ATTACHMENT H**  
**PRICE SUBMISSION FORM**

**Security Assessment Services for the MS Department of Public Safety, Office of Capitol  
Police**

**RFX# 3120003270**

**Date: January 28, 2026 – Time:10:00 A.M. (CST)**

The pricing must include ALL associated costs with no additional or hidden fees.

***(Detailed Description of services can be found in  
Section 2.2 of this RFP)***

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<b>LOCATION</b>	<b>PRICE</b>
Mississippi State Capitol located: 400 High Street, Jackson, MS 39201	\$
Walter Sillers Building located: 550 High Street, Jackson, MS 39201	\$
Gartin Justice Building located: 450 High Street, Jackson, MS 39201	\$
Governor's Mansion located: 300 East Capitol Street, Jackson, MS,39201	\$

**OVERALL TOTAL PRICE: \$**\_\_\_\_\_

***Bid Form (Part Two)***

Bidders shall acknowledge which of the following statements is applicable regarding release of its bid document as a public record. A bidder may be deemed non-responsive if the bidder does not acknowledge either statement, acknowledges both statements, or fails to comply with the requirements of the statement acknowledged. Choose one:

\_\_\_\_ Along with a complete copy of its bid, bidder has submitted a second copy of the bid document in which all information bidder deems to be confidential commercial and financial information and/or trade secrets is redacted in black. Bidder acknowledges that it may be subject to exclusion pursuant to Chapter 15 of the PPRB OPSCR Rules and Regulations if the MSDPS or the Public Procurement Review Board determine redactions were made in bad faith in order to prohibit

public access to portions of the bid which are not subject to Mississippi Code Annotated §§ 25-61-9, 75-26-1 through 75-26-19, and/or 79-23-1. Bidder acknowledges and agrees that MSDPS may release the redacted copy of the bid document at any time as a public record without further notice to bidder. A bidder who selects this option but fails to submit a redacted copy of its bid may be deemed non-responsive.

\_\_\_\_ Bidder hereby certifies that the complete unredacted copy of its bid may be released as a public record by the MSDPS at any time without notice to bidder. Bidder explicitly waives any right to receive notice of a request to inspect, examine, copy, or reproduce its bid as provided in Mississippi Code Annotated § 25-61-9(1)(a). The bid contains no information bidder deems to be confidential commercial and financial information and/or trade secrets in accordance with Mississippi Code Annotated §§ 25-61-9, 75-26-1 through 75-26-19, and/or 79-23-1. A bidder who selects this option but submits a redacted copy of its bid may be deemed non-responsive.

### **RELEASE OF PROPOSAL AS PUBLIC RECORD**

Offerors shall acknowledge which of the following statements is applicable regarding release of its proposal as a public record. An offeror may be deemed non-responsive if the offeror does not acknowledge either statement, acknowledges both statements, or fails to comply with the requirements of the statement acknowledged. **Choose one:**

\_\_\_\_ Along with a complete copy of its proposal offeror has submitted a second copy of the proposal in which all information offeror deems to be confidential commercial and financial information and/or trade secrets is redacted in black. Offeror acknowledges that it may be subject to exclusion pursuant to Chapter 15 of the PPRB OPSCR Rules and Regulations if the MSDPS or the Public Procurement Review Board determine redactions were made in bad faith in order to prohibit public access to portions of the proposal which are not subject to Mississippi Code Annotated §§ 25-61-9, 75-26-1 through 75-26-19, and/or 79-23-1. Offeror acknowledges and agrees that MSDPS may release the redacted copy of the proposal at any time as a public record without further notice to offeror. A offeror who selects this option but fails to submit a redacted copy of its proposal may be deemed non-responsive.

\_\_\_\_ Offeror hereby certifies that the complete unredacted copy of its proposal may be released as a public record by the MSDPS at any time without notice to offeror. The proposal contains no information offeror deems to be confidential commercial and financial information and/or trade secrets in accordance with Mississippi Code Annotated §§ 25-61- 9, 75-26-1 through 75-26-19, and/or 79-23-1. Offeror explicitly waives any right to receive notice of a request to inspect, examine, copy, or reproduce its bid as provided in Mississippi Code Annotated § 25-61-9(1)(a). A offeror who selects this option but submits a redacted copy of its proposal may be deemed non-responsive.

### ***Bid Form (Part Three)***

By signing below, the Company Representative certifies that he/she has authority to bind the company, and further acknowledges on behalf of the company:



1. That he/she has thoroughly read and understands this Invitation for Bids, 3120003270, and the attachments herein.
2. That the company meets all requirements and acknowledges all certifications contained in this Invitation for Bids, 3120003270, and the attachments herein.
3. That the company agrees to all provisions of this Invitation for Bids, 3120003270, and the attachments herein.
4. That the company will perform, without delay, the services required at the prices quoted in Attachment B.
5. This is the best of its knowledge and belief the cost or pricing data submitted is accurate, complete, and current as of the submission date.
6. That the company has, or will secure, at its own expense, applicable personnel who shall be qualified to performed under this Invitation for Bids.

Printed Name: \_\_\_\_\_

Signature/Date: \_\_\_\_\_

