

Amendment One
CBCAP Pilot Services

RFP No. 2018CBCAPPILOT001

The Mississippi Department of Child Protection Services, seeks to establish CBCAP Pilot services and invites your proposal.

The procurement schedule and description of services has been modified as indicated in blue font below:

Section I.

Funding

To fulfill the requirements of this RFP, it is the intent of MDCPS to secure one or more subgrants **across the state** with community-based school systems **and/or programs with community partnerships to include, but not limited to, a local school district.** ~~across the state with~~ The school district or program must have the capacity to carry out community-based child abuse prevention programs. The number of subgrants awarded will be dependent on available child abuse and neglect prevention funds. MDCPS plans to award subgrants not to exceed **\$75,000** for the initial five (5) months for the launch of the program for the proposed funding year. Renewals will not exceed **\$150,000** a year per subgrant.

Section II.

A. Procurement Schedule

Task	Date
Advertisement	April 4, 2018; April 11, 2018
Submit intent to Attend Mandatory Pre Proposal Conference	April 20, 2018, 3:00 p.m., CT
Mandatory Pre-Proposal Conference	April 23, 2018, 1:30 p.m., CT
Receive Questions for Clarification Deadline	April 25, 2018, 3:00 p.m., CT
Respond in Writing to Clarification (www.mdcp.ms.gov)	April 27, 2018
Required Letter of Intent Deadline	May 1, 2018, 3:00 p.m., CT
Proposal Deadline	May 8, 2018 12:00 p.m. CT
Proposal Opening	May 8, 2018, 2:00 p.m., CT
Phase I	May 9, 2018
Evaluation of Proposal	May 10, 2018 or later
Written Notification to Proposer(s)	May 16, 2018 or later
Proposed Period of Performance	June 1, 2018 – September 30, 2018

A. Mandatory Pre-Proposal Conference

A mandatory pre-proposal conference will be held on **April 23, 2018, 1:30 p.m., Central Time**. All interested parties are urged to attend. The purpose of the pre-proposal conference is to allow potential proposers an opportunity to present questions to staff and obtain clarification of the requirements of the Proposal documents. Any proposer interested in attending the pre-proposal conference should submit their name(s) to contracts@mdcps.ms.gov no later than **April 20, 2018**,

3:00 p.m., Central Time Contracts@mdcps.ms.gov shall acknowledge receipt of attendance via email. A **NONACKNOWLEDGEMENT is a NON-RECEIPT of attendance**. The location will be included in the acknowledgement email.

B. Response to Proposers' Questions

Questions related to services shall be submitted in writing to Charlotte Burrell at Contracts@mdcps.ms.gov no later than **April 25, 2018, 3:00 p.m., Central Time**. Questions concerning the technical portions of the Request for Proposals should be directed to Leigh Washington at contracts@mdcps.ms.gov no later than **April 25, 2018, 3:00 p.m., Central Time**. Proposers are cautioned that any statements made by the contact or technical contact person that materially change any portion of the Request for Proposals shall not be relied upon unless subsequently ratified by a formal written amendment to the Request for Proposals. All questions and answers will be published on MDCPS' website (www.mdcps.ms.gov) in a manner that all respondents will be able to view by **April 27, 2018**.

C. Required Letter of Intent

Proposers shall notify MDCPS of their intention to submit a Proposal. The letter of intent (Exhibit D) shall be submitted via email at contracts@mdcps.ms.gov by **May 1, 2018, 3:00 p.m., Central Time**. The letter of intent shall include the title of this request for proposals, the proposer's organizational name and address, one (1) to two (2) sentences stating that the proposer's organization intends to submit a proposal for this service, location of the service area, and the contact person's name, title, phone number, fax number, Tax I.D. number, DUNS number, address and email address. Contracts@mdcps.ms.gov shall acknowledge receipt of letter of intent via email. A **NONACKNOWLEDGEMENT is a NON-RECEIPT of required letter of intent**.

D. Proposal Submission

Proposals shall be received by MDCPS no later than the official deadline of:

[May 8, 2018, 12:00 p.m., Central Time](#)

The original and three (3) copies of the proposal and all attachments (four (4) copies total) shall be signed and submitted in a sealed envelope or package to Leigh Washington, 750 North State Street, Jackson, Mississippi 39202, no later than the time and date specified for receipt of proposals. Timely submission of the proposal is the responsibility of the proposer. Proposals received after the specified time, shall be rejected and returned to the proposer unopened. The envelope or package shall be marked with the proposal opening date and time and the number of the request for proposal. The time and date of receipt shall be indicated on the envelope or package by the MDCPS Business Office. Each page of the proposal and all attachments shall be identified with the name of the proposer.

Mailing or hand delivering one original and three (3) copies of the proposal. The original proposal and three (3) copies shall be submitted in a 3-ring binder for a total of four (4) binders, delivered in one sealed package or envelope, and each individual binder labeled with the name of the Proposer and the RFP No. 2018CBCAPPILOT001.

Proposals are due no later than May 8, 2018, 12:00 p.m., Central Time. MDCPS accepts no responsibility for equipment or user errors and will not accept late submissions. Proposals shall be received by the above named party by the official deadline to be considered for funding.

Proposals shall be written following all of the directives contained in this document. The proposal shall be typed with 12 Point Font, double spaced and indexed and divided by sections to allow ease of handling and review by MDCPS.

Any proposals received after the deadline will be marked LATE and will not be evaluated. All proposals received by MDCPS are deemed to be the property of MDCPS and may be used as MDCPS sees fit. MDCPS will not be responsible for non-delivery or late delivery of proposals.

Please acknowledge receipt of Amendment One by returning the completed Acknowledgement of Amendment Form (Exhibit J), along with your original proposal, by May 8, 2018, 12:00 p.m., Central Time. Failure to submit this acknowledgment may result in rejection of the proposal.