

## LOC Questions and Clarifications Memorandum

---

**To:** Solicited Vendors for Letter of Configuration (LOC) Number 41749, dated September 10, 2015 for the Mississippi Department of Information Technology Services (ITS)

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

**Date:** September 28, 2015

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

**Contact Name:** Teresa Washington

**Contact Phone Number:** 601-432-8049

**Contact E-mail Address:** teresa.washington@its.ms.gov

---

The following questions were submitted to ITS and are being presented as they were submitted, except to remove any reference to a specific vendor. This information should assist you in formulating your response.

**Question 1:** Travel is referenced in several locations within the LOC, such as:

7.2, page 10  
Article 3, 3.1 page 22

Will there be a requirement for travel outside of a 40 mile radius from the ITS data center either as a day trip or overnight?

**Response:** **Generally, responsibilities for this position will be contained within the Jackson, Mississippi (Capitol Complex)/tri-county area. There could be occasional travel outside that immediate area, but it would be the exception and not the rule.**

**Question 2:** Article 17, page 27 states in part: "Contractor warrants that it is a validly organized business..."

Will this preclude an individual not organized as a business from entering into a contract with the State?

**Response:** **Article 17 may or may not preclude an individual from entering into a contract with the State. The Vendor may take exception to any specification in the LOC. However, the State has no obligation to accept any exception.**

**Question 3:** Kindly advise if there is an existing incumbent in the position.

**Response:** **No. Please refer to Item 2 of the LOC.**

LOC responses are due Wednesday, October 7, 2015, 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 Teresa Washington at 601-432-8049 or via email at [teresa.washington@its.ms.gov](mailto:teresa.washington@its.ms.gov).

cc: ITS Project File Number 41749