

# **INVITATION FOR BIDS**

IFB Number: 3160002281

To Provide: Monitoring Services for Panic Button

## **CLOSING LOCATION**

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

## **BID COORDINATOR**

Betsy Toles  
Procurement Department

Telephone: 601-987-1467 or 601-987-1305

Fax: 601-987-1442

E-mail: [btoles@dps.ms.gov](mailto:btoles@dps.ms.gov) or [stoaster@dps.ms.gov](mailto:stoaster@dps.ms.gov)

## **CLOSING DATE AND TIME**

Bids must be received by 9:00 A.M., October 16, 2018

## SECTION 1

### 1.1 Bid Acceptance Period

The original and 1 copy of the bid, 2 copies total, shall be signed and submitted in a sealed envelope or package to Betsy Toles or Sonya Toaster, 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 bids. Timely submission of the bid is the responsibility of the bidder. Bids received after the specified time shall remain sealed, unopened and be maintained as a part of the procurement file. The envelope or package shall be marked with the bid opening date and time, and the number of the invitation for bid. The time and date of receipt shall be indicated on the envelope or package by Procurement. Modifications or additions to any portion of the procurement document may be cause for rejection of the bid. The MS Highway Safety Patrol (MHP) a division of the MS Department of Public Safety (MDPS) reserves the right to decide, on a case-by-case basis, whether to reject a bid with modifications or additions as non-responsive. As a precondition to bid acceptance, the MDPS may request the bidder to withdraw or modify those portions of the bid deemed non-responsive that do not affect quality, quantity, price, or delivery of the service.

#### 1.1.1 Timeline

Task	Date
Projected date to newspaper	August 23, 2018
Projected date for 1 <sup>st</sup> Advertisement, post to MDPS website and MAGIC transparency	August 30, 2018
Projected date for 2 <sup>nd</sup> Advertisement	September 6, 2018
Projected deadline for questions	September 13, 2018
Projected responses to questions	September 18, 2018 by 5:00 p.m.
Projected Bid submission deadline and Bid opening	October 16, 2018 at 9:00 a.m.
Projected Award date	October 17, 2018
Projected submission date to OPSCR (Please note that if the projected deadline is not met, MDPS will automatically submit to next scheduled PPRB board meeting)	November 7, 2018
PPRB Board Meeting	December 5, 2018
Contract date	December 5, 2018

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

### **1.1.2 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 <sup>(5th)</sup> calendar day before the date specified for receipt of bids. It must be determined by the MDPS that the late receipt was due solely to mishandling by the MDPS 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. Bidders 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 Bid**

The MDPS accepts no responsibility for any expense incurred by the bidder in the preparation and presentations of a bid. Such expenses shall be borne exclusively by the bidder.

## **1.3 Bid**

All pricing must be submitted on the bid (**Attachment B**) page 14-15. Failure to complete and/or sign the bid may result in the bidder being determined nonresponsive.

### **1.3.1 Bidder Certification**

The bidder agrees that submission of a signed bid is certification that the bidder will accept an award made to it as a result of the submission

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

By submitting a bid, the bidder 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.

**\* A copy of the registration certificate should be included in with this bid submission.**

**1.5 Debarment**

By submitting a bid, the bidder certifies that it is not currently debarred from submitting bids for contracts issued by any political subdivision or MDPS 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 bids for contracts issued by any political subdivision or MDPS of the State of Mississippi.

**1.6 Additional Information**

Questions about this contract portions of the procurement document must be submitted in writing to Betsy Toles or Sonya Toaster at [btoles@dps.ms.gov](mailto:btoles@dps.ms.gov) or [stoaster@dps.ms.gov](mailto:stoaster@dps.ms.gov). Questions concerning the technical portions of the procurement document should be directed to Betsy Toles or Sonya Toaster at [btoles@dps.ms.gov](mailto:btoles@dps.ms.gov) or [stoaster@dps.ms.gov](mailto:stoaster@dps.ms.gov). Bidders are cautioned that any statements made by contact persons that cause a material change to any portion of the bid document shall be relied upon unless subsequently ratified by a formal written amendment to the bid document.

**1.7 Acknowledgement of Amendments:**

Should an amendment to the IFB be issued, it will be posted on the MDPS website (<http://www.dps.state.ms.us>) in a manner that all bidders will be able to view. Further, bidders must acknowledge receipt of any amendment to the solicitation by signing and returning the amendment with the bid package, by identifying the amendment acknowledgement should be received by the MDPS by the time and at the place specified for receipt of bids as reflected in Section 1.1. It is the bidder's sole responsibility to monitor the website for amendments to the IFB.

**1.8 Type of Contract**

Compensation for services will be in the form of a firm fixed-price agreement.

**1.9 Written Bid**

All bids shall be in writing.

## **SECTION 2**

### **2.1 Purpose**

The MDPS is seeking to establish a contract to install Panic Buttons and provide Monitoring Services for the MS Highway Patrol (MHP) Forty-eight (48) Driver License office locations. It is understood that any contract resulting from 3160002281 requires approval by the Public Procurement Review Board (PPRB). If any contract resulting from 3160002281 is not approved by the Public Procurement Review Board, it is void and no payment shall be made.

### **2.2 Scope of Services**

**(The contractor will supply all equipment and labor necessary to perform the tasks as specified.)**

#### **PANIC BUTTONS AND MONTHLY MONITORING SERVICES**

- The bidder will supply Panic Buttons for (48) Driver License Office Locations (refer to Attachment H)
- If more locations are needed, other than the initial forty-eight listed on pages 27-29 of the IFB, the bidder will charge the same cost quoted that is on the bid form to provide equipment for each additional location.
- The Panic Button upon activation, shall notify the nearest law enforcement agency
- The Panic Button will be installed in a common area that is close and easily assessable to the examiner, but not visible to the public.
- The Panic Button shall have a cover to prevent accidental activation.
- The Panic Button for all travel teams shall be mobile. The panic bottom shall be able to be packed up and moved from location to location. It should be able to “travel” to each station where the travel team goes.
- The bidder will provide monthly Monitoring Services per MS Driver License Office Locations. (refer to Attachment H). The Bidder will have complete responsibility for providing labor and materials. The vendor will also be responsible for the delivery and installation of the equipment.

### **2.3 Term**

The term of the contract shall be for a period of 4 years. Upon written agreement of both parties and prior to the contract anniversary date, the contract may be renewed by the MDPS for a period of one-year (12 months) under the same prices, terms, and conditions as

in the original contract subject to approval by PPRB. The total number of renewal shall not exceed 1.

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

Unless otherwise provided by law, a contract for services may be entered into for a period of time not to exceed four (4) years with an option to renew for one (1) year, provided the term of the 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 Monthly monitoring Services and provide panic alarm buttons for 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 bidder whose submit the lowest and best bid. To determine which bid is the lowest, MDPS will take the sum of each bidder subtotal price. Since bid is being awarded to lowest and best bid, Bidder must bid on all items. Failure to bid on all items will cause for rejection of bid.

## **SECTION 3**

### **3.1 Insurance**

The successful vendor shall maintain at least the minimum level of worker's compensation insurance, comprehensive general liability or professional liability insurance, with minimum limits of \$1,000,000.00 per occurrence and fidelity bond insurance with minimum limits of \$ 1,000,000.00 per occurrence. All general liability, professional liability and fidelity bond 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 MS Department of Public

Safety at any point during the contract period and should consult with legal counsel regarding its obligations.

## **SECTION 4**

### **4.1 Bid Evaluation**

Bids will be evaluated based on the requirements set forth in 3160002281, which may include criteria to determine acceptability such as inspection, testing, quality, workmanship, delivery, and suitability for a particular purpose. Those criteria that will affect the bid price and be considered in evaluation for award shall be objectively measurable where possible. This Invitation for Bids sets forth the evaluation criteria to be used. No criteria will be used in an evaluation that is not set forth in this Invitation for Bids. Only bidders who are found responsive and responsible will have their bids considered.

#### **4.1.1 Responsive Bidder**

Bidder must submit bid which conforms in all material respects to this Invitation for Bids, 3160002281, as determined by the MS Department of Public Safety.

#### **4.1.2 Minimum Qualifications to be Deemed Responsive**

Bidder must have been in business for providing alarm monitoring services and install panic buttons similar in requirements and scale to those described in this Invitation for Bid for a minimum of three (3) years.

The bidder must provide three references that the vendor has contracts with providing the same scope of services.

By submitting a bid, the bidder certifies that it is registered to do business with the Mississippi Secretary of State or, if not already registered, that it will do so within seven (7) business days of being notified by MDPS that it has been placed on the preapproved list.

**4.1.3** These minimum qualifications are in addition to a minimum score of five on the Reference Score Sheet (**Attachment E**) from reference interviews by the MS Department of Public Safety with three bidder/contractor references (for a total minimum score of (fifteen), as well as all other requirements of this Invitation for Bids. (*See Attachments C and E.*)

#### **4.1.4 Nonconforming Terms and Conditions**

A bid response that includes terms and conditions that do not conform to the terms and conditions in the bid 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 bid response prior to a determination by the MDPS of non-responsiveness based on submission of nonconforming terms and conditions.

#### **4.1.5 Conditioning Bid Upon Other Awards**

Any bid 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.

#### **4.1.6 Bid Submission Format**

The bid package must be sealed and must contain the following:

- Bid Cover Sheet (**Attachment A**)
- Bid (**Attachment B**)
- References (**Attachment C**)
- Certifications and Assurances (**Attachment D**)

#### **4.1.7 Responsible Bidder**

Bidder 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 MS Department of Public Safety.

#### **4.1.8 References**

Each bidder must furnish a listing of **at least** three trade references along with the contact person, address, and phone number for each. These references must be familiar with the bidder's abilities in the areas involved with this solicitation. The MS Department of Public Safety will use these references to determine the bidder's ability to perform the services. It is the responsibility of the bidder to ensure that the reference contact information is correct and current. Bidders should verify before submitting their bid that the contact person and phone number are correct for each reference. The bidder 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.

References must be listed on **Attachment C**.

#### **4.1.9 Restrictions on Communications with MDPS and Staff**

At no time shall any bidder or its personnel contact, or attempt to contact, any MDPS staff regarding this IFB except the contact person as set forth and in the manner prescribed in Section 1.6.

#### **4.1.10 Cost of Preparing Bid**

MDPS accept no responsibility for any expense incurred by any bidder in the preparation and presentation of a bid. Such expenses shall be borne exclusively by the bidder.

## **4.2 Bid Opening**

Bid opening will be open to the public; however, this will include opening, reading aloud, and listing the bid price on each bid only. No discussions will be entered into with any bidder as to the quality or provisions of the specifications and no award will be made, either stated or implied at the bid opening.

## **4.3 Award**

The contract will be awarded by written notice to the lowest responsible bidder whose bid meets the requirements and criteria set forth in this Invitation for Bids **(Please see timeline, page 2 section 1.1.1).**

### **4.3.1 Notification**

Awards for this procurement will be posted on the MDPS website at <https://www.dps.state.ms.us>. Bidders will be notified via-email of the awards. Additionally, a letter will be sent to all bidders.

### **4.3.2 Contract Management**

If the Contractor fails to adhere to the installation of panic buttons and the monitoring service schedule, or if the Contractor fails to satisfactorily provide the prescribed service to all or any service area, the MDPS will inform the Contractor, and the Contractor shall complete corrective action within twenty-four (24) hours. No payment shall be made to the Contractor until all deficiencies have been corrected. If the Contractor exhibits a pattern of non-performance as shown by repeated deficiencies, the MDPS may terminate the contract without further obligation to the Contractor.

### **4.3.3**

All questions, requests for clarifications, and answers will be published on the MDPS website (<http://www.dps.state.ms.us>) in a manner that all bidders will be able to view by the date and the time reflected in Section 1.

### **4.3.4**

The MDPS will not be bound by any verbal or written information that is not contained within this IFB unless formally noticed and issued by the contact person.

### **4.3.5**

At no time shall any bidder or its personnel contact, or attempt to contact, any MDPS staff regarding this IFB except the contact person as set forth and in the manner prescribed in Section 1.6.

#### **4.3.6**

The MDPS will accept no responsibility for any expense incurred by any bidder in the preparation and presentation of a bid. Such expenses shall be born exclusively by the bidder.

### **SECTION 5**

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

A bidder, 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 MS Department of Public Safety 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 bidder prefers to have a legal representation present, the bidder must notify the Commissioner of the MS Department of Public Safety 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 and the Office of Personal Service Contract Review Board's Rules and Regulations*.

#### **5.2 Protest of Award**

Any actual or prospective bidder or contractor who is aggrieved in connection with this solicitation or the outcome of the Invitation for Bids may file a protest with the Bid Coordinator, Betsy Toles, or Sonya Toaster, and the Commissioner of the MS Department of Public Safety. The protest shall be submitted on or before October 24, 2018 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 protests must be in writing, dated and signed by the bidder or an individual authorized to sign contracts on behalf of the protesting bidder, and contain a statement of the reason(s) for protest. The protesting bidder must provide facts and evidence to support the protest. A protest is considered filed when received by bid coordinator, Betsy Toles, Sonya Toaster, and the Commissioner of the MS Department of Public Safety, via either U.S. mail, postage prepaid, or personal delivery. Protests filed after October 24, 2018 5:00 p.m. local time will not be considered.

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

Any contract entered into between MDPS and a vendor/bidder shall include the required clauses found in **Attachment F** and those required by the *Mississippi Public Procurement Review Board “PPRB” Office of Personal Service Contract Review Board’s Rules and Regulations* as updated.

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

Any contract entered into between a Contracting MDPS and a vendor/bidder may have, at the discretion of the Contracting MDPS, the optional clauses found in **Attachment G** and those within the *Public Procurement Review Board and Office of Personal Service Contract Review Board’s Rules and Regulations* as updated.

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

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

### **5.6 Attachments**

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

## **ATTACHMENT A**

### **Bid Cover Sheet**

The Mississippi Department of Public Safety is seeking to establish a contract for the installation of alarm panic buttons and monthly monitoring services for Forty-eight (48) MS Highway Safety Patrol (MHP) Driver License Offices (Refer to Attachment H). Bids are to be submitted as listed below, on or before 9:00 A.M. CST October 16, 2018.

PLEASE MARK YOUR ENVELOPE:

IFB 3160002281

Opening Date: October 16, 2018

MS Department of Public Safety

Attention: Betsy Toles

1900 E. Woodrow Wilson Boulevard, 4<sup>th</sup> Floor, Room 402

Jackson, MS 39216

**SEALED BID — DONOTOPEN**

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

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

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

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

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

**Company Representative:** \_\_\_\_\_

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

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

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

<b>FEI/FIN # (if company, corporation or partnership):</b>	
<b>SS# (if individual):</b>	

**In addition to providing the above contact information, please answer the following questions regarding your company:**

What year was your company started? \_\_\_\_\_

How many years and/or months has your company been in the business of performing the services called for in this Invitation for Bids? \_\_\_\_\_

Please provide the physical location and mailing address of your company's home office, principal place of business, and place of incorporation. \_\_\_\_\_

\_\_\_\_\_

If your company is not physically located in the area where the 48 driver license offices are located, how will you provide alarm monitoring and installation services to the Mississippi Department of Public Safety?

\_\_\_\_\_

\_\_\_\_\_

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. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

List all licenses or permits your company possesses that are applicable to performing the services required in this Invitation for Bids. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

For how many customers has your company provided alarm monitoring and installation service in the past two (3) years? Please include the dates, the size of the area maintained, and the annual amount of the billing to each customer.

\_\_\_\_\_

\_\_\_\_\_

What is the largest customer your company has provided alarm monitoring and installation service for in the past two (3) years? Please include the annual amount of the billing.

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Describe any specific service which your company offers along with any specialized experience, certification, and/or education of your current staff. \_\_\_\_\_

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List all the equipment that your company has available or that is intended to be used to perform the services required in this Invitation for Bids. \_\_\_\_\_

## **ATTACHMENT B**

### **Bid for Alarm Panic Buttons Installation and Monitoring Services**

#### **BID FORM**

<b>Company</b>	<b>Company Representative</b>	<b>Telephone</b>

The pricing quoted must be inclusive of, but not limited to the following:

- All required equipment and materials
- All required insurance
- All required overhead
- All required profit
- All required transportation
- All required labor
- All required business and professional licenses, permits, fees, etc. (if any)
- Any and all other costs associated with performing the services

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

<u>ITEM</u>	<u>PRICE/EA</u>	<u>X</u>	<u>QTY</u>	<u>=</u>	<u>TOTAL</u>
Panic Button	\$ _____		_____		\$ _____
Keypads	\$ _____		_____		\$ _____
Batteries	\$ _____		_____		\$ _____
Jacks	\$ _____		_____		\$ _____
Battery	\$ _____		_____		\$ _____
Hardwire (under desk mount switches)	\$ _____		_____		\$ _____
Radio Transmitter (for mobile sites)	\$ _____		_____		\$ _____
Labor to Install	\$ _____		_____		\$ _____
Monthly Monitoring Fee	\$ _____		<u>12</u>		\$ _____
<i>*Moving Equipment*</i>	\$ _____				\$ _____
<i>(*In the event a location changes, this is the cost to move equipment)</i>					
<b>Total</b>					\$ _____

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**Contacts for the viewing of the facility (Refer to Attachment H)**

**Major Ken Brown**

**Phone: 601-987-1206**

**E-Mail: [kbrown@dps.ms.gov](mailto:kbrown@dps.ms.gov)**

(Office Hours: Mon-Fri. 8:00 a.m. – 5:00 p.m.)

**Contacts information for questions regarding this IFB**

**Procurement Department**

**Betsy Toles or Sonya Toaster**

**[btoles@dps.ms.gov](mailto:btoles@dps.ms.gov) or [stoaster@dps.ms.gov](mailto:stoaster@dps.ms.gov)**

**601-987-1467 or 601-987-1305**

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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, 3160002281, and the attachments herein;
2. That the company meets all requirements and acknowledges all certifications contained in this Invitation for Bids, 3160002281, and the attachments herein;
3. That the company agrees to all provisions of this Invitation for Bids, 3160002281, and the attachments herein;
4. That the company will perform, without delay, the services required at the prices quoted in this Attachment B; and
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: \_\_\_\_\_

## ATTACHMENT C

### Reference 1

Name of Company: \_\_\_\_\_  
Dates of Services: \_\_\_\_\_  
Contact Person: \_\_\_\_\_  
Address: \_\_\_\_\_  
City/State/Zip: \_\_\_\_\_  
Telephone: \_\_\_\_\_  
Fax: \_\_\_\_\_

### Reference 2

Name of Company: \_\_\_\_\_  
Dates of Services: \_\_\_\_\_  
Contact Person: \_\_\_\_\_  
Address: \_\_\_\_\_  
City/State/Zip: \_\_\_\_\_  
Telephone: \_\_\_\_\_  
Fax: \_\_\_\_\_

### Reference 3

Name of Company: \_\_\_\_\_  
Dates of Services: \_\_\_\_\_  
Contact Person: \_\_\_\_\_  
Address: \_\_\_\_\_  
City/State/Zip: \_\_\_\_\_  
Telephone: \_\_\_\_\_  
Fax: \_\_\_\_\_

The bidder may submit as many references as desired by submitting as many additional copies of this Attachment C, 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 3 contacts have been reached. See Section 4.1.8 of this Invitation for Bids.

## ATTACHMENT D

### Certifications and Assurances

I/We make the following certifications and assurances as a required element of the bid to which it is attached, of the understanding that the truthfulness of the facts affirmed here and the continued compliance with these requirements are conditions precedent to the award or continuation of the related contract(s) by circling the applicable word or words in each paragraph below:

1. REPRESENTATION REGARDING CONTINGENT FEES

Contractor represents that it has/has not retained a person to solicit or secure a state contract upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee, except as disclosed in Contractor's bid.

2. REPRESENTATION REGARDING GRATUITIES

The bidder offeror or contractor represents that it has not violated, is not violating, and promises that it will not violate the prohibition against gratuities set forth in Section 6-204 (Gratuities) of the Mississippi Public Procurement Review Board Office of Personal Service Contract Review Rules and Regulations.

3. CERTIFICATION OF INDEPENDENT PRICE DETERMINATION

The bidder certifies that the prices submitted in response to the solicitation have been arrived at independently and without, for the purpose of restricting competition, any consultation, communication, or agreement with any other bidder or competitor relating to those prices, the intention to submit a bid, or the methods or factors used to calculate price bid.

4. PROSPECTIVE CONTRACTOR'S REPRESENTATION REGARDING CONTINGENT FEES

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

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Name/Title: \_\_\_\_\_

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 bid may result in the bid being rejected as nonresponsive. Modifications or additions to any portion of this bid document may be cause for rejection of the bid.*

**ATTACHMENT E**  
**Reference Score Sheet**

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

Bidder Name: \_\_\_\_\_

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

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

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

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

Satisfied with the monthly monitoring services provided? If no, please explain.	Yes	No
Was the installation of the alarm panic button system completed on time and within budget?	Yes	No
Vendor listened when you had an issue and readily offered a solution? (If never had an issue, please check here _____.)	Yes	No
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). Bidder must have a minimum score of "5" from three references (total of "15" points) to be considered responsible and for its bid to be considered.

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

Do you have any business, professional or personal interest in the bidder's organization? If yes, please explain.	Yes	No
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Called by: \_\_\_\_\_

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

## ATTACHMENT F

### Required Clauses for Service Contracts Resulting from this Invitation for Bids

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 the State. Contractor shall comply with applicable federal, state, and local laws and regulations.
2. Availability of Funds. It is expressly understood and agreed that the obligation of the MDPS to proceed under this agreement is conditioned upon the appropriation of funds by the Mississippi State Legislature and the receipt of state and/or federal funds. If the funds anticipated for the continuing fulfillment of the agreement are, at any time, not forthcoming or insufficient, either through the failure of the federal government to provide funds or of the State of Mississippi to appropriate funds or the discontinuance or material alteration of the program under which funds were provided or if funds are not otherwise available to the MDPS, the MDPS shall have the right upon ten (10) working days written notice to Contractor, to terminate this agreement without damage, penalty, cost or expenses to the MDPS of any kind whatsoever. The effective date of termination shall be as specified in the notice of termination.
3. Compliance with Laws. Contractor understands that the MDPS 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. Contractor shall comply with, and all activities under this agreement shall be subject to, all applicable federal, State of Mississippi, 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 MDPS agrees to make payment in accordance with Mississippi law on "Timely Payments for Purchases by Public Bodies," which generally provides for payment of undisputed amounts by the MDPS within forty-five (45) 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 of 2008, and will register and participate in the status verification system for all newly hired employees. Mississippi Code Annotated § 71-11-1 *et seq.* The term "employee" as used herein means any person that is hired to perform work within the State of Mississippi. As used herein, "status verification system" means the Illegal Immigration Reform and Immigration Responsibility Act of 1996 that is operated by the United States Department of Homeland Security, also known as the E-Verify Program. Contractor agrees to maintain records of such compliance. Upon request of the State and after approval of the Social Security Administration or Department of Homeland Security when required, Contractor agrees to provide a copy of each such verification. 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 agreement may subject Contractor to the following:

- a. termination of this contract for services and ineligibility for any state or public contract in Mississippi for up to three (3) years with notice of such cancellation/termination being made public;
  - b. the loss of any license, permit, certification or other document granted to Contractor by MDPS, department or governmental entity for the right to do business in Mississippi for up to one (1) year; or,
  - c. both. In the event of such cancellation/termination, Contractor would also be liable for any additional costs incurred by the State due to Contract cancellation or loss of license or permit to do business in the State.
6. Paymode. Payments by state agencies using the State's accounting system shall be made and remittance information provided electronically as directed by the State. These payments shall be deposited into the bank account of Contractor's choice. The State 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 State is exempt from the payment of taxes. All payments shall be in United States currency.
7. Procurement Regulations. The contract shall be governed by the applicable provisions of the *Mississippi Public Procurement Review Board "PPRB" Office of Personal Service Contract Review Board Rules and Regulations*, a copy of which is available at 501 North West Street, Suite 701E, Jackson, Mississippi 39201 for inspection, or downloadable at <http://www.dfa.ms.gov>
8. Representation Regarding Contingent Fees. Contractor represents that it has not retained a person to solicit or secure a state contract upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee, except as disclosed in Contractor's bid.
9. Representation Regarding Gratuities. Contractor represents that it has not violated, is not violating, and promises that it will not violate the prohibition against gratuities set forth in Section 6-204 (Gratuities) of the *Mississippi Public Procurement Review Board "PPRB" Office of Personal Service Contract Review Rules and Regulations*.
10. Stop Work Order.
  - a. *Order to Stop Work:* The Procurement Officer, may, by written order to Contractor at any time, and without notice to any surety, require Contractor to stop all or any part of the work called for by this contract. This order shall be for a specified period not exceeding 90 days after the order is delivered to Contractor, unless the parties agree to any further period. Any such order shall be identified specifically as a stop work order issued pursuant to this clause. Upon receipt of such an order, Contractor shall forthwith comply with its terms and take all reasonable steps to minimize the occurrence of costs allocable to the work covered by the order during the period of work stoppage. Before the stop work order expires, or within any further period to which the parties shall have agreed. The Procurement Officer shall either:
    - i. cancel the stop work order; or,
    - ii. terminate the work covered by such order as provided in the Termination for Default clause or the Termination for Convenience clause of this contract.
  - b. *Cancellation or Expiration of the Order:* If a stop work order issued under this clause is canceled at any time during the period specified in the order, or if the period of the order or any extension thereof expires, Contractor shall have the right to resume work. An appropriate adjustment shall be made in the delivery

schedule or Contractor price, or both, and the contract shall be modified in writing accordingly, if

- i. the stop work order results in an increase in the time required for, or in Contractors cost properly allocable to, the performance of any part of this contract; and,
- ii. Contractor asserts a claim for such an adjustment within 30 days after the end of the period of work stoppage; provided that, if the Procurement Officer decides that the facts justify such action, any such claim asserted may be received and acted upon at any time prior to final payment under this contract.
- c. *Termination of Stopped Work:* If a stop work order is not canceled and the work covered by such order is terminated for default or convenience, the reasonable costs resulting from the stop work order shall be allowed by adjustment or otherwise.
- d. *Adjustments in Price:* Any adjustment in contract price made pursuant to this clause shall be determined in accordance with the Price Adjustment clause of this contract.

#### 11. Termination for Convenience.

- a. *Termination.* The MDPS or designee may, when the interests of the State so require, terminate this contract in whole or in part, for the convenience of the State. The MDPS or designee shall give written notice of the termination to Contractor specifying the part of the contract terminated and when termination becomes effective.
- b. *Contractors Obligations.* 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 also terminate outstanding orders and subcontracts as they relate to the terminated work. Contractor shall settle the liabilities and claims arising out of the termination of subcontracts and orders connected with the terminated work. The MDPS or designee may direct Contractor to assign Contractor's right, title, and interest under terminated orders or subcontracts to the State. Contractor must still complete the work not terminated by the notice of termination and may incur obligations as are necessary to do so.

#### 12. Termination for Default.

- a. *Default.* If Contractor refuses or fails to perform any of the provisions of this contract with such diligence as will ensure its completion within the time specified in this contract or any extension thereof, or otherwise fails to timely satisfy the contract provisions, or commits any other substantial breach of this contract, the MDPS or designee may notify Contractor in writing of the delay or nonperformance and if not cured in ten (10) days or any longer time specified in writing by the MDPS or designee, such officer may terminate Contractor's right to proceed with the contract or such part of the contract as to which there has been delay or a failure to properly perform. In the event of termination in whole or in part, the MDPS or designee may procure similar supplies or services in a manner and upon terms deemed appropriate by the MDPS or designee. Contractor shall continue performance of the contract to the extent it is not terminated and shall be liable for excess costs incurred in procuring similar goods or services.

- b. *Contractors Duties.* Notwithstanding termination of the contract and subject to any directions from the procurement officer, Contractor shall take timely, reasonable, and necessary action to protect and preserve property in the possession of Contractor in which the State has an interest.
  - c. *Compensation.* Payment for completed services delivered and accepted by the State shall be at the contract price. The State may withhold from amounts due Contractor such sums as the MDPS or designee deems to be necessary to protect the State against loss because of outstanding liens or claims of former lien holders and to reimburse the State for the excess costs incurred in procuring similar goods and services.
  - d. *Excuse for Nonperformance or Delayed Performance.* Except with respect to defaults of subcontractors, Contractor shall not be in default by reason of any failure in performance of this contract in accordance with its terms (including any failure by Contractor to make progress in the prosecution of the work hereunder which endangers such performance) if Contractor has notified the MDPS or designee within 15 days after the cause of the delay and the failure arises out of causes such as: acts of God; acts of the public enemy; acts of the State and any other governmental entity in its sovereign or contractual capacity; fires; floods; epidemics; quarantine restrictions; strikes or other labor disputes; freight embargoes; or unusually severe weather. If the failure to perform is caused by the failure of a subcontractor to perform or to make progress, and if such failure arises out of causes similar to those set forth above, Contractor shall not be deemed to be in default, unless the services to be furnished by the subcontractor were reasonably obtainable from other sources in sufficient time to permit Contractor to meet the contract requirements. Upon request of Contractor, the MDPS or designee shall ascertain the facts and extent of such failure, and, if such officer determines that any failure to perform was occasioned by any one or more of the excusable causes, and that, but for the excusable cause, Contractor's progress and performance would have met the terms of the contract, the delivery schedule shall be revised accordingly, subject to the rights of the State under the clause entitled in fixed-price contracts, "Termination for Convenience". (As used in this Paragraph of this clause, the term "subcontractor" means subcontractor at any tier).
  - e. *Erroneous Termination for Default.* If, after notice of termination of Contractor's right to proceed under the provisions of this clause, it is determined for any reason that the contract was not in default under the provisions of this clause, or that the delay was excusable under the provisions of Paragraph (4) (Excuse for Nonperformance or Delayed Performance) of this clause, the rights and obligations of the parties shall, if the contract contains a clause providing for termination for convenience of the State, be the same as if the notice of termination had been issued pursuant to such clause.
  - f. *Additional Rights and Remedies.* The rights and remedies provided in this clause are in addition to any other rights and remedies provided by law or under this contract.
13. Termination Upon Bankruptcy. This contract may be terminated in whole or in part by MDPS 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.
14. Trade Secrets, Commercial and Financial Information. It is expressly understood that Mississippi law requires that the provisions of this contract which contain the commodities purchased or the personal or professional services provided, the 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 and shall be available for examination, copying, or reproduction.

15. 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 MDPS 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.
16. Acknowledgement of Amendments  
Bidders shall acknowledge receipt of any amendment to the solicitation 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. The acknowledgement must be received by the MDPS by the time and at the place specified for receipt of bids.
17. Approval Clause: It is understood that if this contract requires approval by the Public Procurement Review Board and/or the Mississippi Department of Finance and Administration Office of Personal Service Contract Review and this contract is not approved by the PPRB and/or OPSCR, it is void and no payment shall be made hereunder.
18. Renewal of Contract: The contract shall be renewed at the discretion of the MDPS upon written notice to Contract at least 90 days prior to each contract anniversary date for a period of one-year under the same prices, terms, and conditions as in the original contract and/or subsequent contracts. The total number of renewal years permitted shall not exceed 1.
19. Requirements Contract: During the period of the contract, Contractor shall provide all the service described in the contract. Contractor understands and agrees that this is a requirements contract and that the MDPS shall have no obligation to Contractor if no services are required. Any quantities that are included in the scope of work reflect the current expectations of the MDPS for the period of the contract. The amount is only an estimate and Contractor understands and agrees that the MDPS is under no obligation to Contractor to buy any amount of the services as a result of having provided this estimate or having any typical or measurable requirement in the past. Contractor further understands and agrees that the MDPS may require services in an amount less than or in excess of the estimated annual contract amount and that the quantity actually used, whether in excess of the estimated annual contract amount and that the quantity actually used, whether in excess of the estimate or less than the estimate, shall not give rise to any claim for compensation other than the total of the unit prices in the contract for the quantity actually used.

## ATTACHMENT G

### Additional Clauses for Use in Service Contracts Resulting from this Invitation for Bid

1. Approval Clause. It is understood that if this contract requires approval by the Public Procurement Review Board and/or the Mississippi Department of Finance and Administration Office of Personal Service Contract Review and this contract is not approved by the PPRB and/or OPSCR, it is void and no payment shall be made hereunder.
2. Confidentiality. Notwithstanding any provision to the contrary contained herein, it is recognized that MDPS 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 MDPS pursuant to the agreement and designated by the Contractor in writing as trade secrets or other proprietary confidential information, MDPS shall follow the provisions of Mississippi Code Annotated §§ 25-61-9 and 79-23-1 before disclosing such information. The MDPS shall not be liable to the Contactor for disclosure or information required by court or required by law.
3. 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 MDPS or any political subdivision or MDPS of the State of Mississippi;
  - (2) has not, within a three-year period preceding this bid , 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 bid , 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 bid , had one or more public transactions (federal, state, or local) terminated for cause or default.
4. 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.

5. Ownership of Documents and Work Papers. MDPS 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 MDPS 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 MDPS and subject to any copyright protections.
6. 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.
7. Right to Audit. Contractor shall maintain such financial records and other records as may be prescribed by the MDPS 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 MDPS, 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.
8. 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.
9. 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 hereunder or otherwise afforded by any means, or operate as a waiver of such right, power, or remedy. No waiver of or modification to any term or condition of this agreement will avoid, 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.

**Attachment H**  
**Driver Services Bureau**  
**48 Locations**

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| <p>1 <b>Jackson – Hinds County</b><br/><b>Jackson – Headquarters</b><br/>1900 E Woodrow Wilson Blvd<br/>Jackson, MS 39216</p> <p>2 <b>Richland - Rankin County</b><br/><b>Hwy 49 - Rankin County</b><br/>442 Hwy 49 South<br/>Richland, MS 39218</p> <p>3 <b>Pearl – Rankin County</b><br/><b>Troop C - Rankin County</b><br/>3851 Hwy 468<br/>Pearl, MS 39208</p> <p>4 <b>Vicksburg – Warren County</b><br/><b>Vicksburg 1 - Work Station</b><br/>1100 Grove St, Ste D<br/>Vicksburg, MS 39183</p> <p>5 <b>Travel Team</b><br/><b>Magee Civic Center</b><br/>117 1<sup>st</sup> Ave NW<br/>Magee, MS 39111</p> <p>6 <b>Belzoni – Humphreys County</b><br/><b>Belzoni - Multiplex Building</b><br/>417 Silver City Road<br/>Belzoni, MS 39038</p> <p>7 <b>Cleveland – Bolivar County</b><br/><b>Cleveland - Agriculture Center</b><br/>406 N Martin Luther King Dr<br/>Cleveland, MS 38732</p> <p>8 <b>Greenville – Washington County</b><br/><b>Greenville - CDL Office Bldg</b><br/>420 Hwy 82 West<br/>Greenville, MS 38701</p> | <p>9 <b>Greenwood – Leflore County</b><br/><b>Greenwood - Substation</b><br/>1301 Cypress Ave<br/>Greenwood, MS 38930</p> <p>10 <b>Grenada</b><br/><b>Grenada – Grenada County</b><br/>1230 Fairground St<br/>Grenada, MS 38901</p> <p>11 <b>Travel Team</b><br/><b>Indianola-Justice Court Bldg. – Sunflower Cty</b><br/>1192 Hwy 49 South<br/>Indianola, MS 38751</p> <p>12 <b>Kosciusko – Attala County</b><br/>127 Northside Shopping Center<br/>Kosciusko, MS 39090</p> <p>13 <b>Batesville – Panola County</b><br/><b>Batesville - Substation</b><br/>22000A Hwy 35 North<br/>Batesville, MS 38606</p> <p>14 <b>Clarksdale – Coahoma County</b><br/><b>Clarksdale</b><br/>236 Sharley Ave, Suite 236<br/>Clarksdale, MS 38614</p> <p>15 <b>Nesbit – Desoto County</b><br/><b>Nesbit</b><br/>159 License Drive<br/>Nesbit, MS 38651</p> <p>16 <b>Olive Branch – Desoto County</b><br/><b>Olive Branch - Bldg B, Ste 1</b><br/>6569 Cockrum Street<br/>Olive Branch, MS 39654</p> |
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- 17 **Oxford – Lafayette**  
**Oxford**  
Highway 7 South  
Oxford, MS 38655
- 18 **Corinth - Alcorn County**  
**Corinth**  
2759 South Harper Rd  
Corinth, MS 38834
- 19 **New Albany – Union County**  
**New Albany - Substation**  
1103 Bratton Road  
New Albany, MS 38652
- 20 **Tupelo – Lee County**  
**Tupelo CDL**  
589 Coley Rd  
Tupelo, MS 38801
- 21 **Travel Team**  
**Amory – Monroe County**  
**Monroe County Complex Bldg**  
1619 Hwy 25 North  
Amory, MS 38821
- 22 **Columbus – Lowndes County**  
**Columbus-Lowndes Cnty Adm**  
17 Airline Road  
Lowndes, MS 39701
- 23 **Travel Team**  
**Houston – Chickasaw County**  
210 S. Monroe St.  
Houston, MS 38851
- 24 **Travel Team**  
**Louisville – Winston County**  
**Louisville - Courthouse**  
115 South Court Street  
Louisville, MS 39339
- 25 **Travel Team**  
**Okolona – Chickasaw County**  
607 W. Monroe Ave.  
Okolona, MS 38860
- 26 **Travel Team**  
**Pittsboro-Calhoun County**  
182 South Murphree Street  
Pittsboro, MS 38951
- 27 **Starkville – Oktibbeha County**  
**Starkville - Substation**  
1280 East Lee Blvd  
Starkville, MS 39759
- 28 **Travel Team**  
**West Point – Clay County**  
**West Point - Sheriff's Office**  
218 C West Broad Street  
West Point, MS 38821
- 29 **Meridian – Lauderdale County**  
**Meridian Substation**  
910 Hwy 11 & 80 East  
Meridian, MS 39301
- 30 **Newton – Newton County**  
**Newton (CDL)**  
523 Coliseum Drive  
Old Highway 15 North  
Newton, MS 39345
- 31 **Philadelphia – Neshoba County**  
**Philadelphia**  
288 West Beacon  
Philadelphia, MS 39350  
Newton, MS 39345
- 32 **Walnut Grove – Leake County**  
**Walnut Grove**  
108 Park Street  
Walnut Grove, MS 39189

- 33 **Hattiesburg West – Lamar County**  
163 Turtle Creek Dr., Suite 80  
Hattiesburg, MS 39402
- 34 **Hattiesburg – Forrest County**  
**Hattiesburg- CDL Building**  
36 JM Tatum Industrial Drive  
Hattiesburg, MS 39401
- 35 **Laurel – Jones County**  
**Laurel**  
134 N. 12<sup>th</sup> Ave.  
Laurel, MS 39443
- 36 **Travel Team**  
**Prentiss – Jefferson Davis County**  
**Prentiss - City Library**  
2229 Pearl Street  
Prentiss, MS 39474
- 37 **Travel Team**  
**Waynesboro - Wayne**  
**Waynesboro – Old Hospital**  
1100 Cedar Street  
Waynesboro, MS 39367
- 38 **Kiln - Hancock County**  
**Kiln**  
16603 Hwy 603  
Kiln, MS 39556
- 39 **Biloxi – Harrison County**  
**Biloxi (CDL)**  
16741 Hwy 67  
Biloxi, MS 39532
- 40 **Gulfport - Harrison County**  
**Gulfport**  
12188 Hwy 49, Rayburn Plaza  
Gulfport, MS 39503
- 41 **Gautier - Jackson County**  
**Gautier**  
7886 Hwy 57  
Vance, MS 39565
- 42 **Picayune – Pearl River County**  
917 Goodyear Boulevard  
Picayune, MS 39466
- 43 **Leakesville - Greene County**  
**Leakesville – Town Hall**  
301 A Lafayette Ave.  
Leakesville, MS 39451
- 44 **Travel Team**  
**Lucedale - George County**  
**Lucedale - Senior Citizen Bldg**  
7012 Hwy 198 East  
Lucedale, MS 39452
- 45 **Brookhaven – Lincoln County**  
**Brookhaven Substation**  
160 Highway 84 East  
Brookhaven, MS 39601
- 46 **Natchez – Adams County**  
**Natchez CDL Building**  
724 Highway 61 North  
Natchez, MS 39120
- 47 **Summit – Pike County**  
**Summit**  
708 Laurel Street  
Summit, MS 39666
- 48 **Travel Team**  
**Tylertown – Walthall County**  
**Tylertown**  
**Walthall County Library**  
707 Union Road  
Tylertown, MS 39667

