



MISSISSIPPI DEPARTMENT OF CORRECTIONS

**Invitation for Bids (IFB) for Interstate and Intrastate
Prisoner Transport Services**

RFx #3160007435

Issue Date: June 24, 2025

Bid Submission Deadline:

10 a.m. CDT

August 8, 2025

Bid Submission Location:

Mississippi Department of Corrections

301 North Lamar Street

Jackson, Mississippi 39201

Bid Opening:

2:00 PM CDT

August 8, 2025

Bid Coordinator:

Crystal T. Henry, Ph.D.

(601) 359-5565

procurement@mdoc.state.ms.us

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Section 1. Solicitation Information

1.1 Authority

The Public Procurement Review Board (“PPRB”) Office of Personal Service Contract Review (“OPSCR”) at the Mississippi Department of Finance and Administration (“DFA”) has the authority to oversee and approve personal service contracts for state agencies to ensure compliance with applicable state laws, regulations and procurement policies in accordance with Miss. Code Annotated § 27-104-7.

The Mississippi Department of Corrections (“MDOC”) may solicit competitive sealed bids for Interstate and Intrastate Prisoner Transport Services in accordance with the OPSCR and Public Procurement Review Board (PPRB) guidelines which can be found in the Procurement Manual.

1.2 Purpose

The Mississippi Department of Corrections (“MDOC”) is inviting bids to private transportation entities to provide interstate and intrastate prisoner services as per the scope of services. Prisoner transport services will be provided for persons held by out-of-state jurisdictions who are escapees, have violated the terms of their parole or probation, or for some other reason must be returned to MDOC. On occasion, MDOC may request intrastate transport services. MDOC does not guarantee any minimum number of transports, transport miles or dollar amount of services for any contract resulting from this Invitation for Bids (IFB).

1.3 Timeline

MDOC will make every effort to adhere to the following deadlines and schedule:

Invitation for Bid Issue Date	June 23, 2025
Questions Due from Bidders	July 15 th by 5:00 P.M. CDT
Anticipated Date MDOC to Provide Answers	July 25, 2025
Bid Package Submission Deadline	August 8, 2025 by 10:00 A.M. CDT
Bid Opening	August 8, 2025 at 2:00 P.M.
Anticipated Notice of Intent to Award	September 5, 2025
Anticipated Approval by PPRB:	November 5, 2025

MDOC reserves the right to alter or amend this schedule by issuing an amendment to the IFB. Any date listed as “Anticipated” may be changed at the sole discretion of MDOC without Amendment to the IFB.

This IFB, questions and answers concerning this IFB, amendments to the IFB, and the Notice of Intent to Award will be posted on the MDOC website and Procurement Portal.

1.4 Questions or Requests for Clarification

- 1.4.1** All questions and requests for clarification must be directed by email to Crystal T. Henry, Ph.D. at procurement@mdoc.state.ms.us.

1.4.2 Bidders must submit all questions and requests for clarification by email on or before **5:00 p.m. CDT on July 15, 2025**. The Bidder bears all delivery risks and is responsible for promptly submitting questions. MDOC may not answer questions received via email after the above-stated date.

1.4.3 MDOC is committed to transparency. We will publish all questions, requests for clarification, and answers on the MDOC website and the procurement portal, ensuring that all Bidders have access to the same information.

1.4.4 MDOC will not be bound by any verbal or written information not contained within this IFB unless a written amendment to the IFB is issued.

1.5 General References Throughout the IFB

1.5.1 Unless expressly indicated otherwise, any reference to the “MDOC website” refers to the website found at: <https://www.mdoc.ms.gov/general-public/procurement>.

1.5.2 Any reference to the “procurement portal” throughout this IFB refers to the website at: https://www.ms.gov/dfa/contract_bid_search/Home/Buy.

1.6 Solicitation Amendments

Should an amendment to the IFB be issued, MDOC will post it on the MDOC website and procurement portal in a manner that all bidders are able to view. Bidders are responsible for monitoring the DFA website for amendments to the IFB.

1.7 Acknowledgment of Amendments

Bidders shall acknowledge receipt of any amendment to the IFB in writing. The acknowledgment shall be submitted by signing and returning the amendment with the bid package, identifying the amendment number and date in the space provided on the bid form, or by email or letter. Each bidder shall submit a written acknowledgment of every amendment to the MDOC on or before the submission deadline.

1.8 Attachments to the IFB

The attachments to this IFB are fully incorporated into the IFB.

1.9 Restrictions on Communication with MDOC Staff

At no time shall any Bidder or its personnel contact, or attempt to contact any MDOC staff regarding this IFB other than the contact person listed on the cover page of this IFB.

Section 2: Scope of Services and Requirements

2.1 Requirements and Project of Scope

The Mississippi Department of Corrections (MDOC) is the state agency responsible for the care, custody and control of adult and youth offender sentenced by Mississippi courts. MDOC manages a network of correctional facilities, including state prisons, private prisons under state contract, regional correctional facilities, and community work centers.

The Contractor will be responsible for providing trained, certified personnel; secure and compliant transport vehicles; and timely and safe transport of inmates in accordance with local, state, and federal laws. Vehicles used must be appropriately equipped for secure transport.

The Contractor must utilize the most economical mode of transportation for returning male and female offenders to Mississippi, while not compromising the safety and security of the public, the rights of the offender(s) being returned, nor enhancing the risk of escape of the offender while in transit or the Bidder's custody. Bidder will provide safe, secure and reliable ground and/or air transportation services as authorized by MDOC.

MDOC does not guarantee any minimum number of transports, transport miles or dollar amount of services for any contract resulting from this IFB.

2.2 Duration of Services to be Provided

Pending approval by the PPRB and funding, MDOC anticipates that the contract term will be effective from February 1, 2026 to January 31, 2029 for a period of three (3) years.

2.2.1 Upon written agreement of both parties at least 90 days in advance prior to the contract anniversary date, the contract may be renewed by the MDOC for a period of two (2) successive one-year periods under the same prices, terms and conditions. The total number of renewal years permitted shall not exceed two (2).

2.3 Transportation Requests and Cancellations

2.3.1 The Contractor must provide means for the MDOC to submit transportation requests to Contractor, to include email address, fax number, online and toll-free phone number. When submitting requests online, the Contractor's online system must require a username and password login to submit transportation requests for security purposes.

2.3.2 MDOC will notify the Contractor of an impending transport at least 96 hours before the transport is required. In the case of a Rapid Prisoner Movement, notification time would be 48 hours. The inmate's return to the agency will be within 24 hours.

2.3.3 Within twenty-four (24) hours of receiving the transport request, Contractor will provide a response with a quote. MDOC will review the quote for approval.

2.3.4 The Contractor must provide twenty-four (24) hours advance notice to the holding facility prior to pickup of the offender. If a transportation request for a release date cannot be accomplished by a specific date, the Contractor is responsible for making other arrangements with the holding facility.

2.3.5 The Contractor is responsible for making requests and receiving approval for extensions to timeframes and making related holding/custody arrangements, directly with MDOC personnel requesting transport. The Contractor must provide confirmation of receipt of transportation request to MDOC personnel requesting transport.

2.3.6 MDOC shall have the right to cancel its pickup order within twenty-four (24) hours after placing the order. **Cancellations that are deemed necessary by MDOC to protect staff, prisoners, or the public against exposure to the coronavirus/Covid-19 or any other medically necessary purpose may be made at any time.**

2.3.7 In the event of unusual incidents, emergencies, and/or controversial situations that arise in the performance of services, Contractor's agents shall report such incidents to MDOC in accordance with MDOC's directives. For the purposes of this paragraph, "unusual incident, emergency, or controversial situations" include, but are not limited to, any act of violence by a prisoner, any medical condition of a prisoner or other passenger requiring emergency medical treatment, any mechanical failure that would normally require formal reports to the cognizant regulatory agency and any refusal of law enforcement agencies to release a prisoner to Contractor as authorized or directed by MDOC.

2.4 Contractor's Staff Requirements and Responsibilities

2.4.1 The Contractor will ensure that only physically-able staff that have been properly trained and certified will provide continuous security and control over transported prisoners.

2.4.2 In assuming custody of such prisoners, Contractor's agents shall perform their responsibilities for security and control of prisoners in accordance with all state and federal requirements. This includes compliance with the Interstate Transportation of Dangerous Criminals Act of 2000. In the event, that there are no written policies or procedures, Contractor and its agents shall follow reasonable customary operating procedures.

2.5 Transportation Requirements

2.5.1 Male and female prisoners shall be separated while being transported.

2.5.2 Prisoners under the age of 18 shall be separated from prisoners over the age of 18 while being transported.

2.5.3 The Contractor shall maintain documentation for all prisoner property with each prisoner.

2.5.4 Contractor must be able to transport prisoner property for each prisoner equal to or greater than what can be placed in a medium-sized garbage bag (12x12x36) and ten (10) pounds in weight. The Contractor cannot transport electronic equipment (to include phone or pagers), fragile property, foodstuff, weapons or excessive legal paperwork. MDOC will arrange shipment of excess property prior to pick-up.

2.5.5 The Contractor shall maintain documentation for all prisoners transported, including but not limited to: (1) Prisoner Receipt Forms, (2) Personal Property Control Forms, (3) Medical Information Forms, and (4) Evidence Processing Forms.

2.5.6 Agents of the Contractor shall assume custody of such prisoners from authorized agents of MDOC, other corrections departments and/or other authorized agents of law enforcement agencies at the location of incarceration as determined by the parties to be suitable for such purpose, to transport such prisoners to their destination or other specified location. Upon arrival, Contractor shall surrender custody of such prisoners to MDOC or to the law enforcement agency as designated by MDOC.

2.6 Prisoner Security

2.6.1 While in the custody of the Contractor, MDOC prisoners will be secured with appropriate restraining devices as approved by MDOC. These devices, to be provided by the Contractor, include handcuffs, waist chains and leg irons to restrain prisoners. All restraining devices are to be employed just prior to accepting custody and removed only after the receiving agency has applied similar restraints or prisoners are placed in a secure location.

2.6.2 At least two (2) officers shall be assigned to each vehicle transporting prisoners. Prior to accepting custody of any prisoner, a photograph of the prisoner is to be taken by the Contractor for identification purposes and is to be attached to the prisoner transport order which contains a complete physical description. This is to minimize the probability of prisoner mix-ups at the holding agency and provide a complete physical detail in the event of a major incident.

2.6.3 Prior to accepting custody of prisoners, a thorough search is to be performed by the Contractor to preclude the possibility of concealment of contraband items. All prisoner property is to be searched by the Contractor at the holding agency to preclude concealment of contrabands.

2.6.4 To ensure that prisoners are surrendered by the Contractor to the custody of MDOC or its duly authorized agents, corroborative identification of MDOC personnel or its authorized agents designated to accept custody of the prisoners shall be presented to the Contractor's personnel at the place and time of surrender of custody. The Contractor shall not surrender custody of prisoners without first verifying the identification (i.e. Badges and picture identification cards) of persons to whom custody of prisoners is being transferred. In addition, the Contractor shall abide to the Standards for Private Entities Providing Prisoner or Detainee Service – 28. C.F.R., Part 97, attached hereto as "Attachment I".

2.7 Transportation Vehicles

The Contractor's transportation vehicles must meet minimum standards including but not limited to the following:

2.7.1 Contractor shall maintain a fleet of vehicles (with list provided) compliant with all applicable United States Department of Transportation (USDOT) regulations sufficient to accomplish the services required by the State. Each vehicle shall be properly secured by:

- a.** A biddle guard to separate offenders from transportation officers and to protect transportation officers from offenders.
- b.** Welded steel security screening covering vehicle windows and doors in passenger and compartment to prevent escape.
- c.** Vehicle doors of passenger compartment which cannot be opened from the interior but accessible only on the exterior by the officer.

2.7.2 Vehicles shall meet basic standards of safety, including but not limited to:

- a.** Evidence of regular service/maintenance as recommended by the manufacturer's recommendation or standard for useful life of the vehicle.
- b.** Vehicle must be properly equipped for emergencies (e.g. communications equipment capable of immediate notice to emergency services in the area of operation, fire extinguishing equipment, medical emergency kits, and equipment or tools) for emergency extrication of passengers.
- c.** Vehicles' fuel reservoirs shall meet current industry standards for protection against rupture, explosion, or ignition, which includes covering to reduce likelihood of rupture from foreign objects.
- d.** Vehicles' drive shafts shall have protection brackets to hold shaft in place in the event of separation from the universal joint.

- e. The Contractor must provide appropriately designed vehicles for the number of people being transported.
- f. The vehicle must have properly operating air conditioning and heating.

2.7.3 Contractor must provide a standard passenger sedan, station wagon, or van with a biddle guard separating the front and rear passenger areas, used for the transportation of prisoners.

2.7.4 Any contractor employees other than the driver must ride in the front seat or appropriate caged area facing at an angle that allows visual contact with prisoners. Contractor employees shall not ride in the prisoner compartment.

2.7.5 Contractor must comply with all pertinent provisions of the USDOT, Federal Motor Carrier Safety Administration (FMCSA) 49 C.F.R., Parts 385, 390-396, U.S. Department of Justice regulations 28 C.F.R., Part 97 created pursuant to passage of the “Interstate Transportation of Dangerous Criminals Act of 2000”, known as “Jeanna’s Act”, and all other pertinent federal regulations. The Contractor shall have and maintain a satisfactory “Carrier Safety Rating” from the FMCSA prior to the commencement of the resulting contract.

2.7.6. Vehicles operating under this solicitation must be designed to carry more than eight people including the driver, and must have a USDOT and Motor Carrier (MC) number.

2.8 Air Transportation

Air transportation must only be used in extreme circumstances to be determined and approved in writing by MDOC in advance due to high costs.

2.9 Meals and Lodging

Prisoners in transit, are to receive three (3) meals per 24 hours during transport. Each meal must satisfy the nutritional and caloric recommendations set forth in the dietary reference intakes approved by the National Research Council. The current edition of “The Dietary Guidelines for Americans” by the U.S. Department of Health and Human Services and Department of Agriculture shall be followed for menu planning.

2.9.1 Breakfast shall be provided when travel begins at or before 6:00 a.m. on the first day of travel or extends beyond 9:00 a.m. on the last day of travel, and for the days between your first and last day of travel.

2.9.2 Lunch shall be provided when travel begins at or before 10 a.m. on the first day of travel or extends beyond 2:00 p.m. on the last day of travel, and for the days between your first and last day travel.

2.9.3 Dinner shall be provided when travel begins at or before 4:00 p.m. or extends beyond 8:00 p.m. on the first day of travel or extends beyond 8:00 p.m. on the last day of travel and for the days between your first and last day of travel.

2.9.4 Contractor shall be responsible for all costs associated with transporting prisoners except medical costs. The expenses shall include, but not limited to, food and lodging.

2.9.5 In the event of delays, including inclement weather or mechanical malfunctions, requiring lodging for prisoners, the Contractor shall arrange secure lodging of prisoners in their custody with the appropriate local detention facility. The Contractor shall be responsible for all prisoner costs related to such delays.

2.10 Medical Criteria for Transporting Prisoners

2.10.1 The Contractor must obtain prisoner medical information prior to transport and require the holding facility to supply such information on a standardized form and provide a written release. The release must authorize the transport of the prisoner by motor vehicle and certify that the prisoner condition does not present any hazard to himself/herself or to any other person during travel or while temporarily incarcerated en route.

2.10.2 The Contractor must comply with the Health Insurance Portability and Accountability Act (HIPAA).

2.10.3 As seemingly minor medical conditions can worsen or require immediate medical attention during extended road trips, Contractor has the right to refuse to transport persons with medical conditions, when there is a risk of acute or chronic medical condition(s) worsening as a result of motor vehicle transport. When medical condition of the prisoner is prohibitive to ground transport, Contractor will offer the requesting agency escorted transport by commercial air, at applicable rates, if a written release for such travel is available from licensed medical personnel.

2.10.4 Medical conditions that exclude person from ground transport eligibility include, but are not limited to, the following (provided the requirements of Section 2.10.5 below are complied with):

- a.** Cardiovascular problems requiring medication or prescribed procedures.
- b.** Diabetics whereby prescribed medication must be injected and/or refrigerated.
- c.** Epilepsy whereby seizure activity is not adequately controlled.
- d.** Pregnancy after second trimester.
- e.** Fractured bones requiring casts or braces designed to immobilize injured areas.

- f.** Critical wounds.
- g.** Communicable diseases or any other medical condition that may place the passenger, transport personnel and other passengers at risk.
- h.** HIV Positive or AIDS

2.10.5 The following information must be completed and submitted prior to transporting any person in the above categories:

- a.** The name of the Contractor and assigned staff members who completed the transportation service.
- b.** The full name and department identification number of the inmate(s) being transported by the Contractor.
- c.** Date(s) of service, from “date of custody” is assumed to “date of delivery”.
- d.** Location of pickup and delivery point (State, City, and Facility).
- e.** Billed amount per offender
- f.** Total amount due.

2.10.6 Medical costs incurred during transport, including, but not limited to, pharmaceuticals, physical examination, or hospital stay are to be billed to the offender. The Contractor shall be authorized to obtain emergency and/or routine medical treatment for prisoners whenever deemed necessary. All such expenditures shall be reported to MDOC in detail. Contractor will not be liable for medical costs associated with pre-existing medical conditions while in Contractor’s custody.

2.11 Pricing

2.11.1 Services are based on the Contractor’s ability to meet the needs of the agency.

2.11.2 A unit price shall be given for each service, and that unit price shall be the same throughout the contract.

2.12 Insurance Requirements

2.12.1 Each successful Bidder shall maintain insurance which at minimum, shall include the following types of insurance and coverage limits:

- a. Comprehensive General Liability** coverage for professional law enforcement liability, contractual liability, death, bodily injury, personal injury including false arrest, detention, malicious prosecution, libel, slander, defamation of character, violations of the right of privacy, negligent acts, errors and omissions attributable to the Contractor in an amount not less than one million five hundred thousand (\$1,500,000.00) per occurrence. This comprehensive general liability coverage may be provided by a combination of two or more policies.

b. Automobile Liability – a combined single limit for bodily injury and property damage of not less than one million five hundred thousand dollars (\$1,500,000.00) each occurrence with respect to Contractor vehicles (whether owned, hired, non-owned), assigned to or utilized in the performance of this contract.

c. Automobile Property Damage Insurance coverage in an amount not less than one million (\$1,000,000.00) for all property damage by automobile.

d. Professional Liability – coverage in an amount not less than one million five hundred thousand (\$1,500,000.00) each claim. Policy must contain professional errors and omissions for prisoner transportation.

e. Workers' Compensation Insurance to cover obligations imposed by Federal and State Statutes having jurisdiction of its employees engaged in the performance of the services, and Employers' Liability insurance with a minimum limit of one hundred thousand dollars (\$100,00.00). Evidence of self-insured status shall also suffice for this section.

2.12.2 Contractor shall submit to MDOC within 30 days of notification of intent to award, a certificate of insurance which outlines the coverage and limits defined in the procurement and contract. **There are no provisions for exceptions to this requirement. Failure to provide the certificates of insurance within 30-day period may be cause for the bid to be declared non-responsive or for your contract to be cancelled.**

2.12.3 Contractor shall obtain at Contractor's expense the insurance requirements specified in the procurement and contract prior to performing under this contract, and Contractor shall maintain the required insurance coverage throughout the duration of this Contract and all warranty periods. **There are no provisions for exceptions to this requirement.**

Section 3. Bid Submission and Opening

3.1 Bid Submission Format

All bids must be submitted in writing and include all documentation requested in the Invitation for Bids. Bids submitted without such documentation may not be considered. Only information in the attached Bid Form and accompanying required documentation will be considered when evaluating bids.

The bid package must contain the following:

3.1.1 Completed Bid Cover Sheet (Attachment A)

3.1.2 Completed Bid Form (Attachment B)

3.1.3 Signed Certifications and Assurances (Attachment D)

3.1.4 Signed Release of Bid as Public Record (Attachment C)

3.1.5 References (Attachment F)

Each Bidder must furnish at least three (3) references for whom they have provided services similar to those solicited in this IFB in the prior five years. Each reference must include at minimum, a contact person, email address, and telephone number for each reference. The Bidder is responsible for ensuring the reference contact information is correct and current. MDOC must be able to reach two (2) references within two (2) business days of the bid opening. If MDOC cannot reach two (2) references within two (2) business days, MDOC may deem the Bidder non-responsive. To be considered a responsible Bidder, the Bidder must score at least six (6) points on two (2) Reference Score Sheets (**Attachment G**) for a total minimum scoring requirement of 12 points. The references submitted must be familiar with the Bidder's abilities in the areas involved with this solicitation. Bidders must submit at least (3) references and may submit up to five (5). MDOC will contact the references in the order presented.

3.1.6 In addition to the complete unredacted version of the bid, the bidder shall also submit a copy of the bid with information the bidder deems confidential commercial and financial information and/or trade secrets in accordance with Mississippi Code §§ 25-61-9, 75-26-1 through 75-26-19, and/or 79-23-1 redacted in black. Bidder must submit a completed and signed Acknowledgment (**Attachment C**) that the redacted version is a public record which MDOC may produce to any person at any time without notice to Bidder or if a redacted version is not submitted. Bidder agrees that the complete unredacted version of its bid may be produced as a public record without notice to bidder.

3.1.7 Bidder must provide an equipment/transportation vehicle summary that will be used in performance of bidder responsibilities under this agreement to include make/model of vehicle, odometer reading, compliance with all federal guidelines and regulations with respect to locks, windows, seatbelts, biddle guard, heating and air conditioning in the prisoner areas, video monitoring, GPS tracking, recent vehicle inspections, and the like.

3.1.8 Bidder must submit USDOT and MC number. MDOC will verify the validity using the FMCSA website. Bidder must also provide photographs of all vehicles to be used under this solicitation.

3.1.9 Bidder shall submit proposed plan for providing services to include customary transportation, protocol for offender meal breaks, restroom breaks, overnight housing, hygiene, and the like.

3.1.10 Bidder shall submit a proposed plan for management of emergency situations and cancellations as a response to regional, statewide, or national emergencies.

3.1.11 Bidder must submit an Organizational Chart.

3.1.12 Bidder shall submit a list and resumes of key staff and supervisory personnel.

3.1.13 Bidder must submit assurances and certifications for officers assigned to perform transport duties under this agreement to reflect officer training in security and control of prisoners in accordance with all state and federal requirements to include compliance with the Interstate Transportation of Dangerous Criminals Act of 2000. Bidder should include copies of applicable written policies and procedures, in particular, policies surrounding restraints and their use, use of force, and incident management.

3.1.14 Bidder must submit assurances and/or certifications to support that it operates under the *Motor Carrier Act* and has a valid DOT and MC number to operate as a “Passenger Carrier for Hire” for interstate and intrastate operations.

3.2 Bid Submission Requirements

3.2.1 Bids must be submitted by August 8th at 10 a.m. CDT. Bids submitted after this time will not be considered for an award.

3.2.2 Bids must be submitted in the manner discussed below.

3.2.2.1 Submission of Physical Bid (Mandatory)

One physical copy of the original signed bid package and two copies of the signed bid package shall be submitted in a sealed envelope or package to:

Mississippi Department of Corrections
Legal Department
Attn: Procurement and Contracts
301 North Lamar Street
Jackson, MS 39201
SEALED BID-DO NOT OPEN- DELIVER IMMEDIATELY
RFx 3160007435
TO BE OPENED: AUGUST 8, 2025 at 10 a.m.

3.2.2.2 Submission of Electronic Bid (Optional)

In addition to submission of a physical copy of the bid. Bidders may also submit an electronic version of the bid via the State of Mississippi's Accountability System for Governmental Information and Collaboration (MAGIC). Submission in MAGIC is not required. Vendors choosing to submit an electronic bid shall submit an identical copy of the physical bid submitted pursuant to Section 3.2.2.1.

Registering as a supplier in MAGIC allows businesses to register for upcoming opportunity notifications for the products or services they supply, search the system for upcoming solicitations, respond to solicitations electronically, and receive purchase orders by email. In order to register, please go to the following website:

<https://www.dfa.ms.gov/vendor-information>

Bids submitted electronically will not be considered for award unless a physical copy of the bid is timely received by MDOC in accordance with the requirements of Section 3.2.2.1.

3.2.3 Bid Acceptance Period

The original and 2 copies of the bid form, 3 copies total, shall be signed and submitted in a sealed envelope or package to 301 North Lamar Street, Jackson, MS 39201, no later than 10 a.m. on August 8, 2025. Timely submission of the bid form is the responsibility of the bidder.

The envelope or package shall be marked with the bid opening date and time, and the RFx number of the IFB. The time and date of receipt shall be indicated on the envelope or package when received by the MDOC. Each page of the bid form and all attachments shall be identified with the name of the bidder. Failure to submit bid on the bid form provided may be considered just cause for rejection of the bid. Modifications or additions to any portion of the bid document may be cause for rejection of the bid.

The MDOC 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 MDOC 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. *(Non-responsive portions of the bid that do not affect service quality, quantity, price or delivery may be, for example, clauses that specify the state in which litigation is to be brought or that provide for high interest charges for late payment.)*

3.2.4 The Agency may cancel the solicitation or reject any bid submitted if the Agency determines it is in the Agency's best interest.

3.3 Expenses Incurred in the Procurement Process

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 *Public Procurement Review Board Office of Personal Service Contract Review Rules and Regulations*.

3.4 Certification of Independent Price Determination

By submitting a bid, the bidder 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 bidder or competitor for the purpose of restricting competition.

3.5 Bid Price is All-Inclusive

The bid price all include, but is not limited to all required labor; all required equipment/material; all required insurance, bond and other surety; all required overhead; all required labor and supervision; all required training; all required business and professional licenses, certification, fees, or permits; and, any and all other costs. All pricing should include all associated costs with no additional or hidden fees.

3.6 Withdrawal of Bid

A bidder may withdraw a bid before the time set for opening bids by making a written request to MDOC. No explanation is required.

3.6 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 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 bids for contracts issued by any political subdivision or agency of the State of Mississippi or federal government.

3.7 Minor Informalities and Irregularities

The MDOC has the right to waive minor defects or variations of a bid 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 bidder. If insufficient information is submitted by a bidder for the MDOC to properly evaluate the offer, the MDOC 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 a request does not create an unfair advantage for any bidder. *(Information requested may include, for example, a copy of business or professional licenses, or a work schedule.)*

3.8 Contract Rights

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

3.9 Property Rights

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

3.10 Registration with the 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 Mississippi law and the Mississippi Secretary of State or, if not already registered, that it will do so within seven (7) business days of being notified by the MDOC that it has been selected for contract award.

3.11 Bid Opening

Bids shall be opened in the presence of one or more Agency officials on the date and time designated in the IFB. Bids should **not** be opened publicly. The name of each Bidder and such other information as is deemed appropriate by the Agency shall be recorded. This information shall be available to the public via the *Mississippi Public Records Act of 1983*.

3.12 Bid Samples

Bid samples or descriptive literature should not be submitted unless expressly requested and will not alter the terms of this IFB. Samples shall not be returned to the bidder and are submitted at bidder's sole and exclusive risk.

3.13 Required Contract Terms and Conditions

Any contract entered into the MDOC pursuant to this IFB shall have the required clauses found in **Attachment E** and those required by the Public Procurement Review Board (PPRB) Office of Personal Service Contract Review (OPSCR) Rules and Regulations as updated and replaced by

PPRB. The MDOC will not accept exceptions from these required clauses. Bids which condition the bid based upon the State or MDOC accepting other terms and conditions not found in the IFB, or which take exception to the State/MDOC's terms and conditions, may be found non-responsive, and no further consideration of the bid will be given.

3.14 Optional Terms and Conditions

Any contract entered into with the MDOC pursuant to this IFB may have, at the discretion of the MDOC, the optional clauses found in **Attachment H** and those with the Public Procurement Review Board (PPRB), *Office of Personal Service Contract Review (OPSCR) Rules and Regulations* as updated and replaced by PPRB.

Section 4: Bid Evaluation and Award

4.1 Bid Evaluation and Basis for Award

4.1.1 MDOC will evaluate bids based on the requirements set forth in this IFB. No criteria will be used in an evaluation that is not outlined in this Invitation for Bids.

4.1.2 Only Bidders who are found responsive and responsible will have their bids considered.

4.1.2.1 Responsive Bidders

Bidder must submit its bid, including the Bid Form and all required Attachments and other documents in a manner that conforms in all material respects to this Invitation for Bid as determined by MDOC.

4.1.2.2 Nonconforming Terms and Conditions

A bid response that includes terms and conditions that do not conform to the terms and conditions in the IFB is subject to rejection as non-responsive. MDOC reserves the right to permit the Bidder to withdraw nonconforming terms and conditions from its bid response prior to a determination by MDOC of non-responsiveness based on the submission of nonconforming terms and conditions. This reservation of rights shall not be interpreted as a requirement that MDOC permit withdrawal of nonconforming terms and conditions.

4.2 Minimum Bidder Qualifications to be Deemed Responsible

A bidder must meet each of the following minimum qualifications to be deemed responsible:

4.2.1 Bidder must have been in business and providing services similar in requirements and scale to those described in this IFB for a minimum of two years.

4.2.2 Bidder must receive a minimum average of six (6) points on two (2) Reference Score Sheets for a total minimum scoring requirement of 12 points as discussed in Section 3.1.5.

4.2.3 Bidder must be qualified to do business in Mississippi by registering with the Secretary of State. Any Bidder who is not registered to do business in the state on the bid submission deadline must agree to complete any necessary registration within seven (7) business days of the Notice of Intent to Award if the Bidder is named the intended awardee.

4.2.4 Bidder must submit assurances and/or certifications verifying that it operates under the Motor Carrier Act and has a valid USDOT and MC number to operate as a “Passenger Carrier for Hire” for interstate operations.

4.2.5 Bidder must provide an equipment/transportation vehicle summary that will be used in performance of bidder responsibilities under this solicitation to include vehicle make, model, USDOT and MC numbers, VIN, tag number, odometer reading, compliant with all Federal guidelines and regulations with respect to locks, windows, seatbelts, biddle guard, heating and air conditioning in the prisoner areas, recent vehicle inspections m and the like.

4.2.6 Bidder shall submit list and resumes of key staff and supervisory personnel.

4.2.7 Bidder shall submit assurances and certifications for officers assigned to perform transport duties under this solicitation to reflect officer training in security and control of prisoners in accordance with all Federal and State requirements to include compliance with the Interstate Transportation of Dangerous Criminals Act of 2000. Bidder should include copies of applicable written policies and procedures, in particular, policies surrounding restraints and their use, use of force, and incident management.

4.3 Minimum Qualifications to be Deemed Responsive

4.3.1 Bidder must submit Bid which conforms in all material respects to the IFB as determined by MDOC.

4.3.2 In order to be deemed responsive the Bidder must:

- a. Submit Attachment A – Bid Cover Sheet in its entirety signed by authorized representative.
- b. Submit Attachment B – Bid Form in its entirety signed by authorized representative.
- c. Submit Attachment C – References
- d. Submit Attachment D – Certification of Assurances, signed by authorized representative
- e. Submit E-Verification Registration
- f. Submit W-9 Form, signed by authorized representative

4.4 Basis for Award

4.4.1 All bids will be reviewed first to determine whether a Bidder is responsive, responsible, and/or acceptable. Requirements are not assigned a point percentage and/or score, but are instead simply recorded as PASS or FAIL Bids with errors that do not alter the substance of the bid can be accepted, and the MDOC Chief Procurement Officer may allow the Bidder to correct the problem prior to review as long as the irregularities are insignificant mistakes that can be waived or corrected without prejudice to other Bidders.

4.4.2 The MDOC has the right to waive minor defects or variations of a bid from the exact requirements of the specifications that do not affect the price, quality, quantity, delivery, or performance time of the services being procured. If insufficient information is submitted by a Contractor with the bid for the MDOC to properly evaluate the bid, the MDOC has the right to require such additional information as it may deem necessary after the time set for receipt of bids, provided that information requested does not change the price, quality, quantity, delivery, or performance of the services being procured.

4.4.3 All bids which are determined to be responsive, responsible and/or acceptable will continue on to the bid price or cost evaluation. The lowest cost bid will receive the maximum 100 points allocated to cost. The point allocations for cost on the other bids will be evaluated according to the following formula: Price of the lowest responsive and responsible bid divided by the price of the responsive and responsible bid being rated times the maximum one hundred (100) points allocated for cost equals the awarded point.

4.5 Lowest Bids

The contract will be awarded to the lowest and best responsible and responsive bidder whose bid meets the requirements and criteria set forth in this IFB.

4.6 Low Tie Bids

Where more than one responsive and responsible bidder submitted identical prices, which are the lowest overall bid prices and meet all the requirements set forth in the IFB:

4.6.1 Resident vendors shall be given preference over non-resident vendors, pursuant to Mississippi Code § 31-7-47;

4.6.2 If, after evaluation of this criterion, there continues to be low tie bids, each of the low tie bidders may be informed of their status as a low tie bidder and a Best and Final Offer (“BAFO”) may be requested.

4.6.3 If, after receiving responses to the request for a BAFO, there continue to be low tie bids, an award may be made, in the discretion of the agency head, in any permissible manner that will discourage tie bids; and

4.6.4 If no permissible method will be effective in discouraging tie bids, and a written determination is made so stating award may be made by drawing lots. In such case, those bidders involved shall be invited to attend the procedure.

4.7 Award Notification

After reviewing the bids, MDOC will post its Notice of Intent to Award on the MDOC website and the Procurement Portal and will notify all bidders by email. Such notification does not confer contract rights on the intended awardee. Any contract awarded from this IFB requires approval by the Public Procurement Review Board.

4.8 Debriefing

A bidder may request a debriefing. Requests must be sent via email to procurement@mdoc.state.ms.us on or before 5 p.m. CDT on Wednesday, September 10, 2025.

4.9 Reconsideration

Any potential bidder can request that MDOC reconsider their terms of the solicitation. The potential bidder shall file any such request within three (3) business days following the date of public notice of the solicitation. The potential bidder must submit the request via email to **both** of the following individuals:

Crystal T. Henry, Ph.D., Project Manager II, procurement@mdoc.state.ms.us

Amelia Gamble, OPSCR Director, Amelia.Gamble@dfa.ms.gov

It shall be the sole responsibility of the requesting vendor to ensure the request is **received** in a timely manner by all required parties. Failure to request reconsideration in compliance with this Section in a timely manner results in the waiver of any claim regarding the terms of the solicitation.

The request shall contain the requesting Vendor's name, a single contact person, all contact information for the contact person, the RFX number of the solicitation, and the date the IFB was issued. The request shall identify which of the *Public Procurement Review Board Office of Personal Service Contract Review Rules and Regulations* the requesting vendor believes to have been violated by the solicitation, as written. The request may not be based on anything other than the solicitation document and the rules and regulations. The vendor shall not include exhibits with the request. Instead, the requesting Vendor shall clearly identify the section(s) of the solicitation document issue in its request. The request shall not be supplemented.

4.10 Contract Execution

By executing a Contract that results from this IFB, the Contractor expressly agrees to the imposition of liquidated damages. The Contractor hereby acknowledges and agrees that its performance under the Contract shall meet the requirement set forth in this IFB. If the Contractor fails to meet any item, service, deliverable or other duty of this IFB, the MDOC will impose Liquidated Damages of (\$250.00) per calendar day from date set for cure until either the State reasonably obtains similar services, if Contractor is terminated for default, or until Contractor provides the services if Contractor is not terminated for default. Any assessment of liquidated damages shall be accompanied by details sufficient for justification of the assessment. The MDOC shall deduct the liquidated damages from the next monthly invoice following the

imposed damages. Documentation of the amount of damages imposed shall be included with the invoice.

4.11 Attachments

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

Attachment A: Bid Cover Sheet

The Mississippi Department of Corrections is seeking a quality private transportation entity to provide interstate and intrastate prisoner transport services as per the scope of services located in Section 2.2.

Bids are to be submitted as listed below, on or before 10:00 a.m. on August 8, 2025. PLEASE MARK YOUR ENVELOPE:

**Mississippi Department of Corrections
Legal Department
Attn: Procurement and Contracts
301 North Lamar Street
Jackson, MS 39201
SEALED BID-DO NOT OPEN- DELIVER IMMEDIATELY
RFx 3160007435
TO BE OPENED: AUGUST 8, 2025 at 10 a.m.**

Name of Company: _____

Quoted By: _____

Signature: _____

Address: _____

City/State/Zip Code: _____

Company Representative: _____

Telephone: _____

Email Address: _____

EIN/FEIN (business) or SSN (individual):

Please also provide the following information about your company.

Year Started: _____ Number of Employees: _____

Years/Months Providing Services Listed in IFB: _____

If different than address above, physical location and mailing address of your company's home office, principal place of business, and place of incorporation:

Is company currently for sale or involved in a merger or acquisition? _____

If yes, discuss impact both in organizational and directional terms and any impact on your ability to provide the goods and services required by this IFB.

List all licenses and permits your company possesses that are applicable to performing the services required in this IFB.

For how many customers has your company provided interstate and/or intrastate prisoner transport services within the past two (2) years?

Please provide the dates, size of area maintained and annual amount billed for ground transportation and associated medical services for three (3) typical customers for which interstate and/or intrastate prisoner transport services were provided within the past year.

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

Is your company licensed and/or certified to provide the services as required by any and all applicable Federal and State law(s)? _____

**Attachment B: Bid Form for Interstate and Intrastate Prisoner Transport
IFB# 3160007435**

BID FORM

Company	Contact Person	Telephone Number

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

1. All required equipment or material;
2. All required insurance, bond, or other surety;
3. All required overhead;
4. All required labor and supervision;
5. All required business and professional certifications, licenses, permits, or fees; and,
6. Any and all other costs.

Pricing Structure: Bidder agrees to furnish services specified in this Bid at the rate indicated below for the entire duration of any resulting Contract. Any cost or incidental expenses not shown on this document will be the responsibility of the vendor. All pricing must include and all charges as part of the rate per mile.

Service Type Available: ☐ **Interstate** ☐ **Intrastate** ☐ **Both**

CATEGORY OF SERVICE	COST
Price per mile for one-way ground mileage from Point of Pickup to Point of Drop Off – Male Offenders	\$ _____ per mile
Price per mile for one-way ground mileage from Point of Pickup to Point of Drop Off – Female Offenders	\$ _____ per mile
Price per mile for one-way ground mileage from Point of Pickup to Point of Drop Off for offenders requiring Special Needs or Medical Conditions as outlined in the agreement	\$ _____ per mile
Minimum Trip Fees per Transport	
Discount for multiple prisoners (if more than one prisoner is picked-up/dropped off at same location or within close proximity of location)	
Penalty for Cancelled Trip (if cancelled by MDOC outside allowable period)	
Any other fees – list and provide rate per unit	
Any other miscellaneous charges – list and provide rate per unit and not-to-exceed limits where applicable	

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

1. That he/she has thoroughly read and understands the Invitation for Bids and Attachments thereto;
2. That the company meets all requirements and acknowledges all certifications contained in the Invitation for Bids and Attachments thereto;
3. That the company agrees to all provisions of the Invitation for Bids and Attachments thereto including, but not limited to, the Required and Optional Clauses to be included in any contract resulting from this IFB (**Attachments E and H**);
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 of pricing data submitted is accurate, complete, and current as of the submission date;
6. The Bidder represents that its workers are licensed, certified and possess the requisite credentials to perform the duties required to be performed under this Invitation for Bids.

Company Name: _____

Printed Name of Representative: _____

Date: _____

Signature: _____

Note: Failure to sign the bid form may result in the bid being rejected as non-responsive. Modifications or additions to any portion of this bid document may be cause for rejection of the bid.

Attachment C: Bidders' Acknowledgment of Bid as Public Record

The redacted version of the bid – or if no redacted version is produced, the full bid document – will be released at the Agency's sole discretion, without notice to the bidder and will be produced as a public record exactly as submitted.

Bidders shall acknowledge receipt of any amendment to the IFB in writing. The acknowledgment shall be submitted by signing and returning the amendment with the bid package, identifying the amendment number and date in the space provided on the bid form, or by email or letter. Each bidder shall submit a written acknowledgment of every amendment to the MDOC on or before the submission deadline.

Choose One (1):

_____ 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 has not made redactions 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 The Mississippi Department of Corrections 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 Mississippi Department of Corrections 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.

Company Name: _____

Printed Name of Representative: _____

Date: _____

Signature: _____

Note: Failure to sign this acknowledgment may result in the bid being rejected as non-responsive. Modifications or additions to any portion of this acknowledgment may be cause for rejection of the bid.

Attachment D: Certifications and Assurances

As an authorized signatory for _____,
I make the following certifications and assurances as a required element of the bid to which it is attached and 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):

1. 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, to the MDOC prior to contract execution.

2. REPRESENTATION REGARDING GRATUITIES

Offeror represents that it has not, is not, and will not offer, give, or agree to give any employee or former employee of MDOC 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 MDOC 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 represents 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.

3. EXCLUSION OR DEBARMENT

By submitting a bid in response to the IFB, the bidder certifies that it is not currently excluded or debarred from future contract awards by any political subdivision or agency of any state, federal, local, or county government. Bidder further certifies that it is not an agent of any such person or entity.

Bidder certifies that it has not, in the five-year period preceding its offer, been convicted of or had a civil judgment rendered against it for commission of a fraud or criminal offense in connection with obtaining, attempting to obtain, or performance of a public contract; violation of antitrust laws; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property. Bidder certifies that it is not presently indicted or otherwise criminally or civilly charged with the commission of any of the acts listed herein.

Bidder certifies that, within the past five years, it has not had a contract with a governmental entity terminated due to the bidder's failure to perform, default, or any other action or inaction by the bidder.

4. CERTIFICATION OF INDEPENDENT PRICE DETERMINATION

By submitting a bid, the bidder 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 bidder or competitor for the purpose of restricting competition.

5. The Bidder and/or authorized representative of the Bidder further certifies that he/she has thoroughly read and understands the Invitation for Bids and Attachments thereto.
6. The Bidder and/or authorized representative of the Bidder further certifies that the company meets all requirements and acknowledges all certifications contained in the Invitation for Bids and attachments thereto.
7. The Bidder and/or authorized representative of the Bidder further certifies the company agrees to all provisions of the Invitation for Bids and Attachments thereto.
8. The Bidder and/or authorized representative of the Bidder further certifies that the company will provide the services required at the prices quoted above.
9. The Bidder and/or authorized representative of the Bidder further certifies that its workers are licensed, certified and possess the requisite credentials to provide the services detailed in this IFB.

Name: _____

Title: _____

Signature: _____

Date: _____

Modifications or additions to any portion of this document may be cause for rejection of the bid.

Attachment E: Required Clauses for Service Contracts Resulting from This IFB

- 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. 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.
- 3. AVAILABILITY OF FUNDS:** It is expressly understood and agreed that the obligation of MDOC 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, MDOC shall have the right upon 10 business days written notice to Contractor, to terminate this agreement without damage, penalty, cost or expense to the MDOC of any kind whatsoever. The effective date of termination shall be as specified in the notice of termination.
- 4. COMPLIANCE WITH EQUAL OPPORTUNITY IN EMPLOYMENT POLICY:** Contractor understands that the MDOC 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.
- 5. CONTRACTOR’S REPRESENTATION REGARDING CONTINGENT FEES:** By executing the contract the contractor represents that it has not retained any person or agency on a percentage, commission, or other contingent arrangement to secure this contract. If the contractor cannot make such a representation, a full and complete explanation shall be submitted in writing prior to contract execution.
- 6. 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.
- 7. 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 provide for payment of undisputed amounts by the Agency within 45 calendar days of receipt of invoice. Mississippi Code Annotated § 31-7-301, *et seq.*

8. **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. Contractor agrees to provide a copy of each verification upon request of the MDOC subject to approval by any agencies of the United States 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 Service 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.

9. **INSURANCE:** Contractor requirement of the procurement should be the same in the contract as set in the IFB (RFx: 3160007435). The MDOC cannot waive or lower any of the insurance requirements. Contractor represents that it will, at its own expense, obtain and maintain insurance which shall include at a minimum, the following types and coverage:
- a. **Comprehensive General Liability** coverage for professional law enforcement liability, contractual liability, death, bodily injury, personal injury including false arrest, detention, malicious prosecution, libel, slander, defamation of character, violations of the right of privacy, negligent acts, errors and omissions attributable to the Contractor in an amount not less than one million five hundred thousand (\$1,500,000.00) per occurrence. This comprehensive general liability coverage may be provided by a combination of two or more policies.
 - b. **Automobile Liability** – a combined single limit for bodily injury and property damage of not less than one million five hundred thousand dollars (\$1,500,000.00) each occurrence with respect to Contractor vehicles (whether owned, hired, non-owned), assigned to or utilized in the performance of this contract.
 - c. **Automobile Property Damage Insurance** coverage in an amount not less than one million (\$1,000,000.00) for all property damage by automobile.
 - d. **Professional Liability** – coverage in an amount not less than one million five hundred thousand (\$1,500,000.00) each claim. Policy must contain professional errors and omissions for prisoner transportation.
 - e. **Workers' Compensation Insurance** to cover obligations imposed by Federal and State Statutes having jurisdiction of its employees engaged in the performance of the services, and Employers' Liability insurance with a minimum limit of one hundred thousand dollars (\$100,00.00). Evidence of self-insured status shall also suffice for this section.

All general liability and professional liability will provide coverage to the MDOC as an additional insured. The MDOC reserves the right to request from carriers, certificates of insurance regarding the required coverage. Insurance carriers shall be licensed or hold a Certificate of Authority from the Mississippi Department of Insurance.

- 10. NO LIMITATION OF LIABILITY:** Nothing in this agreement shall be interpreted as excluding or limiting any liability of the Contractor for harm arising out of the Contractor's or its subcontractors' performance under this agreement.
- 11. PAYMODE:** Payments by MDOC 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 MDOC 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.
- 12. PROCUREMENT REGULATIONS:** This contract 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). Any bidder 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.
- 13. PROPERTY RIGHTS:** Property rights do not inure to Contractor until such time as services have been provided under a legally executed contract. Contractor has no legitimate claim of entitlement to the provision of work hereunder and acknowledges that the MDOC may terminate this contract at any time for its own convenience.
- 14. REPRESENTATION REGARDING GRATUITIES:** Contractor represents that it has not, is not, and will not offer, give, or agree to give any employee or former employee of MDOC 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. Contractor further represents that no employee or former employee of MDOC 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 contractor. Contractor further represents 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.
- 15. REQUIRED PUBLIC RECORDS AND TRANSPARENCY:** Upon execution of a contract, the provisions of the contract which contain 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 and shall be available for at the Agency for examination, inspection, or reproduction by the public. The contractor acknowledges and agrees that the

MDOC 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.*

16. STOP WORK ORDER: The MDOC 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 MDOC. 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 MDOC. Upon expiration of the stop work order, Contractor shall resume providing the services which were subject to the stop work order, unless the MDOC has terminated that part of the agreement or terminated the agreement in its entirety. The MDOC is not liable for payment for services which were not rendered due to the stop work order.

17. TERMINATION: *Termination for Convenience.* The MDOC may, when the interests of the Agency so require, terminate this contract in whole or in part, for the convenience of the Agency. The MDOC 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 are necessary to do so.

Termination for Default. If the MDOC 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 MDOC may terminate the contract for default and the Contractor will be liable for the additional cost to the MDOC 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.

Attachment F: References

Bidder must submit at least. References will be contacted in order listed until two (2) references have been interviewed and Reference Score Sheets completed. Contractors are encouraged to submit additional references to ensure at least two references are available for interview with two (2) business days of bid opening to be considered acceptable. Contractors are encouraged to submit additional references by submitting additional copies of **Attachment F**.

REFERENCE 1

Name of Company: _____

Dates of Service: _____

Contact Person: _____

Address: _____

City/State/Zip: _____

Telephone Number: _____

Cell Number: _____

E-mail: _____

Alternative Contact Person (optional): _____

Telephone Number: _____

Cell Number: _____

E-mail: _____

REFERENCE 2

Name of Company: _____

Dates of Service: _____

Contact Person: _____

Address: _____

City/State/Zip: _____

Telephone Number: _____

Cell Number: _____

E-mail: _____

Alternative Contact Person (optional): _____

Telephone Number: _____

Cell Number: _____

E-mail: _____

REFERENCE 3

Name of Company: _____

Dates of Service: _____

Contact Person: _____

Address: _____

City/State/Zip: _____

Telephone Number: _____

Cell Number: _____

E-mail: _____

Alternative Contact Person (optional): _____

Telephone Number: _____

Cell Number: _____

E-mail: _____

REFERENCE 4

Name of Company: _____

Dates of Service: _____

Contact Person: _____

Address: _____

City/State/Zip: _____

Telephone Number: _____

Cell Number: _____

E-mail: _____

Alternative Contact Person (optional): _____

Telephone Number: _____

Cell Number: _____

E-mail: _____

REFERENCE 5

Name of Company: _____

Dates of Service: _____

Contact Person: _____

Address: _____

City/State/Zip: _____

Telephone Number: _____

Cell Number: _____

E-mail: _____

Alternative Contact Person (optional): _____

Telephone Number: _____

Cell Number: _____

E-mail: _____

Attachment G: Reference Score Sheet
[To Be Completed by MDOC Only]

Bidder Name: _____

Reference Name: _____

Person Contacted, Title/Position: _____

Date/Time Contacted: _____

Service From/To Date: _____

Were they able to provide the services when called?	Yes	No
Were you satisfied with the services provided, if any? If not, please explain.	Yes	No
Was the vendor easy to work with when scheduling services?	Yes	No
Were the services provided on time and within budget?	Yes	No
Did the vendor listen and readily offer a solution if you had an issue? (If you 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; each “no” is zero points. Bidder must have a minimum average score of “6” from two references (total of “12” points) to be considered responsible and for its bid to be considered.

Score: PASS or FAIL

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

Notes:

Called by:

<hr/>	<hr/>	<hr/>
Signature	Title	Date

Attachment H: Optional Clauses for Use in Service Contracts Resulting from This IFB

- 1. Attorney's Fees and Expenses.** In the event Contractor defaults on any obligations under this Agreement, Contractor shall pay to MDOC all costs and expenses, without limitation, incurred by MDOC in enforcing this Agreement or reasonably related to enforcing this Agreement. This includes but is not limited to investigative fees, court costs, and attorneys' fees. Under no circumstances shall MDOC be obligated to pay attorneys' fees or legal costs to Contractor.
- 2. Authority of Signatory.** Contractor acknowledges that the individual executing the contract on behalf of the MDOC is doing so in his or her official capacity only. To the extent any provision contained in the contract exceeds the signatory's authority, Contractor agrees that it will not look to that individual in his or her personal capacity or otherwise seek to hold him or her individually liable for exceeding such authority.
- 3. Authority to Contract.** Contractor warrants: (1) that it is a validly organized business with valid authority to enter into this agreement; (2) that it is qualified to do business and in good standing in the State of Mississippi; (3) that entry into and performance under this agreement is not restricted or prohibited by any loan, security, financing, contractual, or other agreement of any kind; and, (4) notwithstanding any other provision of this agreement to the contrary, that there are no existing legal proceedings or prospective legal proceedings, either voluntary or otherwise, which may adversely affect its ability to perform its obligations under this agreement.
- 4. Confidentiality.** MDOC is a public agency of the State of Mississippi and is subject to the *Mississippi Public Records Act of 1983*. Mississippi Code Annotated §§ 25-61-1, et seq. If a public records request is made for any information provided to MDOC by Contractor, MDOC shall follow the provisions of Mississippi Code Annotated §§ 25-61-9 and 79-23-1 before disclosing such information – unless Contractor has previously indicated the information is not a trade secret or confidential commercial and financial information. The MDOC shall not be liable to the Contractor for disclosure of information required by court order or required by law.
- 5. Contract Assignment and Subcontracting.** Contractor acknowledges that it was selected by MDOC to perform the services required hereunder based, in part, upon Contractor's special skills and expertise. Contractor shall not assign, subcontract, or otherwise transfer this agreement, in whole or in part, without the prior written consent of MDOC, which may, in its sole discretion, approve or deny without reason. Any attempted assignment or transfer of Contractor's obligations hereunder without consent of the MDOC shall be null and void. Approval of a subcontract by the MDOC shall not be deemed to be approval of the incurrence of any additional obligation of the MDOC. Subcontracts shall be subject to the terms and conditions of this agreement and to any conditions of approval that MDOC may deem necessary. Subject to the foregoing, this agreement shall be binding upon the respective successors and assigns of the parties.

6. **Contractor Personnel.** The MDOC shall, throughout the life of the contract, have the right of reasonable rejection and approval of staff or subcontractors assigned to the work by Contractor. If the MDOC reasonably rejects staff or subcontractors, Contractor shall provide replacement staff or subcontractors satisfactory to the MDOC in a timely manner and at no additional cost to the MDOC. The day-to-day supervision and control of Contractor's employees and subcontractors is the sole responsibility of Contractor.
7. **Copyrights.** Contractor agrees that the rights and title to any copyrightable material first produced under this agreement belongs to MDOC. Contractor hereby grants to MDOC a royalty-free, nonexclusive, irrevocable license to reproduce, translate, publish, use and dispose of, and to authorize others to do so, all copyrighted or copyrightable work which is incorporated in the material furnished under the agreement regardless of whether it was first produced under this agreement. This grant is provided that such license shall be only to the extent Contractor now has, or prior to the completion of full final settlements of agreement may acquire, the right to grant such license without becoming liable to pay compensation to others.
8. **Disclosure of Confidential Information Required by Law.** In the event that either party to this Agreement receives notice that a third-party has served upon it a subpoena or other validly issued administrative or judicial process ordering divulgence of the other party's data or other information, the party subject to the subpoena or other legal process shall promptly inform the other party at the earliest reasonable opportunity, unless prohibited by law from doing so. Thereafter, the party subject to the legal process shall respond to the extent mandated by law. This section shall survive the termination or completion of this agreement. The parties agree that this section is subject to and superseded by Mississippi Code Annotated §§ 25-61-1, *et seq.*
9. **Entire Agreement.** This agreement, including all contract documents, represents the entire and integrated agreement between the parties hereto and supersedes all prior negotiations, representations or agreements, irrespective of whether written or oral. This agreement may be altered, amended, or modified only by a written document executed by the MDOC and Contractor. Contractor acknowledges that it has thoroughly read all contract documents and has had the opportunity to receive competent advice and counsel necessary for it to form a full and complete understanding of all rights and obligations herein. Accordingly, this agreement shall not be construed or interpreted in favor of or against the MDOC or Contractor on the basis of draftsmanship or preparation hereof.
10. **Failure to Deliver.** In the event of failure of Contractor to deliver services in accordance with the contract terms and conditions, the MDOC, after due oral or written notice, may procure the services from other sources and hold Contractor responsible for any resulting additional purchase and administrative costs. This remedy shall be in addition to any other remedies that the MDOC may have.
11. **Failure to Enforce Does Not Constitute Waiver.** Failure by the MDOC at any time to enforce the provisions of the contract shall not be construed as a waiver of any such provisions. Such

failure to enforce shall not affect the validity of the contract or any part thereof or the right of the MDOC to enforce any provision at any time in accordance with its terms.

12. Force Majeure. Each party shall be temporarily 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 Agency in writing at its earliest reasonable opportunity of the cause of its inability to perform, how it affects its performance, and the anticipated duration of the inability to perform. All parties shall make reasonable efforts to minimize the impact of the force majeure event on contract performance. The MDOC may exercise any rights it has under the contract which are available when neither party is in default.

13. Indemnification. To the fullest extent allowed by law, Contractor shall indemnify, defend, save and hold harmless, protect, and exonerate the MDOC its commissioners, board members, officers, employees, agents, and representatives, and the State of Mississippi from and against all claims, demands, liabilities, suits, actions, damages, losses, and costs of every kind and nature whatsoever including, without limitation, court costs, investigative fees and expenses, and attorneys’ fees, arising out of or caused by Contractor and/or its partners, principals, agents, employees and/or subcontractors in the performance of or failure to perform this agreement.

In the MDOC’s sole discretion, upon approval of the Office of the Mississippi Attorney General and the MDOC, Contractor may be allowed to control the defense of any such claim, suit, etc. In the event Contractor defends said claim, suit, etc., Contractor shall use legal counsel acceptable to the Office of the Mississippi Attorney General and the MDOC. Contractor shall be solely responsible for all costs and/or expenses associated with such defense, and the MDOC shall be entitled to participate in said defense. Contractor shall not settle any claim, suit, etc. without the concurrence of the Office of the Mississippi Attorney General and the MDOC, which shall not be unreasonably withheld.

14. Independent Contractor Status. Contractor shall, at all times, be regarded as and shall be legally considered an independent contractor and shall at no time act as an agent for the MDOC. Nothing contained herein shall be deemed or construed by the MDOC, Contractor, or any third party as creating the relationship of principal and agent, master and servant, partners, joint ventures, employer and employee, or any similar such relationship between the MDOC and Contractor. Neither the method of computation of fees or other charges, nor any other provision contained herein, nor any acts of the MDOC or Contractor hereunder creates or shall be deemed to create a relationship other than the independent relationship of the MDOC and Contractor.

Contractor’s personnel shall not be deemed in any way, directly or indirectly, expressly or by implication, to be employees of the MDOC. Neither Contractor nor its employees shall, under any circumstances, be considered servants, agents, or employees of the MDOC, and the MDOC

shall be at no time legally responsible for any negligence or other wrongdoing by Contractor, its servants, agents, or employees.

The MDOC shall not withhold from the contract payments to Contractor any federal or state unemployment taxes, federal or state income taxes, Social Security tax, or any other amounts for benefits to Contractor. Further, the MDOC shall not provide to Contractor any insurance coverage or other benefits, including Workers' Compensation, normally provided by the MDOC for its employees.

15. Information Designated by Agency as Confidential. Any liability resulting from the wrongful disclosure of confidential information on the part of Contractor, or its subcontractor(s) shall rest with Contractor. Disclosure of any confidential information by Contractor or its subcontractor(s) without the express written approval of the MDOC may result in the immediate termination of this agreement.

16. Information Designated by Contractor as Confidential. Any disclosure of those materials, documents, data, and other information which Contractor has designated in writing as proprietary and confidential shall be subject to the provisions of Mississippi Code Annotated §§ 25-61-9 and 79-23-1. The services to be provided, the unit prices and overall price to be paid, and the term of the contract shall not be deemed a trade secret or confidential commercial or financial information.

17. Infringement Indemnification. Contractor warrants that the materials and deliverables provided to the MDOC under this agreement, and their use by the MDOC, will not infringe or constitute an infringement of any copyright, patent, trademark, or other proprietary right. Should any such items become the subject of an infringement claim or suit, Contractor shall defend the infringement action and/or obtain for the MDOC the right to continue using such items without additional cost to the Agency. Should Contractor fail to obtain for the MDOC the right to use such items, Contractor shall suitably modify them to make them non-infringing or substitute equivalent software or other items at Contractor's expense.

In the event the above remedial measures cannot possibly be accomplished, and only in that event, Contractor may require the MDOC to discontinue using such items, in which case Contractor will refund to the MDOC the fees previously paid by the MDOC for the items the customer may no longer use, and shall compensate the MDOC for the lost value of the infringing part to the phase in which it was used, up to and including the contract price for said phase. Said refund shall be paid within 10 business days of notice to the MDOC to discontinue said use.

Scope of Indemnification: Provided that the MDOC promptly notifies Contractor in writing of any alleged infringement claim of which it has knowledge, Contractor shall defend, indemnify, and hold harmless the MDOC against any such claims, including but not limited to any expenses, costs, damages and attorney fees that a court finally awards for infringement based on the programs and deliverables provided under this agreement.

In the MDOC's sole discretion, upon approval of the Office of the Mississippi Attorney General and the MDOC, Contractor may be allowed to control the defense of any such claim, suit, etc. In the event Contractor defends said claim, suit, etc., Contractor shall use legal counsel acceptable to the Office of the Mississippi Attorney General and the MDOC. Contractor shall be solely responsible for all costs and/or expenses associated with such defense, and the MDOC shall be entitled to participate in said defense. Contractor shall not settle any claim, suit, etc. without the concurrence of the Office of the Mississippi Attorney General and the MDOC, which shall not be unreasonably withheld.

- 18. Liquidated Damages.** By executing a Contract that results from this IFB, the Contractor expressly agrees to the imposition of liquidated damages. The Contractor hereby acknowledges and agrees that its performance under the Contract shall meet the requirement set forth in this IFB. If the Contractor fails to meet any item, service, deliverable or other duty of this IFB, the MDOC will impose Liquidated Damages of (\$250.00) per calendar day from date set for cure until either the State reasonably obtains similar services, if Contractor is terminated for default, or until Contractor provides the services if Contractor is not terminated for default. Any assessment of liquidated damages shall be accompanied by details sufficient for justification of the assessment. The MDOC shall deduct the liquidated damages from the next monthly invoice following the imposed damages. Documentation of the amount of damages imposed shall be included with the invoice.
- 19. Modification or Renegotiation Required by Change in Law.** The parties agree to renegotiate the agreement in good faith if federal and/or state revisions to any applicable laws or regulations make changes in this agreement necessary. This agreement may be modified only by written agreement signed by the parties hereto and approval by the Public Procurement Review Board, if required.
- 20. Non-Solicitation of Employees.** Each party to this agreement agrees not to employ or to solicit for employment, directly or indirectly, any persons in the full-time or part-time employment of the other party until at least one year after this agreement terminates unless mutually agreed to in writing by the MDOC and Contractor. Any such employment or solicitation for employment shall be in compliance with the Mississippi Ethics in Government laws, codified at Mississippi Code Annotated §§ 25-4-101 through 25-4-121.
- 21. Notices.** All notices required or permitted to be given under this agreement shall be in writing and personally delivered or sent by certified United States mail, postage prepaid, return receipt requested, to the party to whom the notice should be given at the address set forth below. Notice shall be deemed given when actually received or when refused. The parties agree to promptly notify each other in writing of any change of address.

For the Agency:
Contact Person, Title
Agency
Address

For Contractor:
Contact Person, Title
Agency
Address

City, State, Zip

City, State, Zip

- 22. Oral Statements.** No oral statement of any person shall modify or otherwise affect the terms, conditions, or specifications stated in this contract. All modifications to the contract shall be made in writing by the MDOC, agreed to by Contractor, and approved by the Public Procurement Review Board, if required.
- 23. Ownership of Documents and Work Papers.** MDOC 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 MDOC 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 and shall obtain written permission from MDOC to use such workpapers, subject to any copyright protections.
- 24. Priority.** The contract consists of this agreement, the IFB (RFx No. 3160007435), attached hereto as Attachment A, and the Contractor's bid submitted in response, attached hereto as Attachment B. Any ambiguities, conflicts, or questions of interpretation of this contract shall be resolved first by reference to this agreement and, if still unresolved, by reference to the IFB and, if still unresolved, by reference to the bid. Omission of any term or obligation from this agreement shall not be deemed an omission from this contract if such term or obligation is provided for elsewhere in this contract.
- 25. Quality Control.** Contractor shall institute and maintain throughout the contract period a properly documented quality control program designed to ensure that the services are provided at all times and in all respects in accordance with the contract. The program shall include providing supervision and conducting frequent inspections of Contractor's staff and ensuring that accurate records are maintained describing the disposition of all complaints. The records so created shall be open to inspection by the MDOC.
- 26. Record Retention and Access to Records.** Contractor shall maintain such financial records and other records as may be prescribed by the MDOC or by applicable federal and state laws, rules, and regulations. Provided Contractor is given reasonable advance written notice and such inspection is made during normal business hours of Contractor, the MDOC or any duly authorized representatives shall have unimpeded, prompt access to any of Contractor's books, documents, papers, and/or records which are relevant to this agreement. All records related to this agreement shall be retained by Contractor for three 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 year after all issues arising out of the action are finally resolved or until the end of the three year period, whichever is later.

- 27. Recovery of Money.** Whenever, under the contract, any sum of money shall be recoverable from or payable by Contractor to the MDOC, the same amount may be deducted from any sum due to Contractor under the contract or under any other contract between Contractor and the MDOC. The rights of the MDOC are in addition and without prejudice to any other right the MDOC may have to claim the amount of any loss or damage suffered by the MDOC on account of the acts or omissions of Contractor.
- 28. Renewal of Contract.** The contract may be renewed at the discretion of the MDOC for a period of 2 successive one-year periods under the same prices, terms, and conditions as in the original contract. The total number of renewal years permitted shall not exceed two (2).
- 29. Requirements Contract.** During the period of the contract, Contractor shall provide all services described in the contract. Contractor understands and agrees that this is a requirement contract and that the MDOC 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 MDOC for the period of the contract. The amount is only an estimate and Contractor understands and agrees that the MDOC is under no obligation to Contractor to utilize any amount of the services as a result of having provided this estimate or of having any typical or measurable requirement in the past. Contractor further understands and agrees that the MDOC 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 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.
- 30. Right to Audit.** Contractor shall maintain such financial records and other records as may be prescribed by the MDOC or by applicable federal and state laws and regulations. Contractor shall retain these records for a period of three years after final payment, or until they are audited by the MDOC, 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 MDOC, the Mississippi State Auditor's Office, and/or other entity of the state.
- 31. 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 provisions in compliance with applicable law.
- 32. State Property.** Contractor will be responsible for the proper custody and care of any state-owned property furnished for Contractor's use in connection with the performance of this agreement. Contractor will reimburse the state for any loss or damage, normal wear and tear excepted.

33. Third Party Action Notification. Contractor shall give the customer prompt notice in writing of any action or suit filed, and prompt notice of any claim made against Contractor by any entity that may result in litigation related in any way to this agreement.

**Attachment I: U.S. Code of Federal Regulations for Standards for Private Entities
Providing Prisoner or Detainee Services**

**PART 97—STANDARDS FOR PRIVATE ENTITIES PROVIDING PRISONER OR
DETAINEE SERVICES**

Authority: Pub, 114 Stat. 2784 ([42 U.S.C. 13726b](#)).

Source: Order No. 2640-2002, [67 FR 78710](#), Dec. 26, 2002, unless otherwise noted.

Regulations most recently checked for updates on June 5, 2025

§ 97.1 Purpose.

This part implements the provisions of The Interstate Transportation of Dangerous Criminals Act of 2000, [Public Law 106-560](#), 114 Stat. 2784 ([42 U.S.C. 13726b](#)) (enacted December 21, 2000) (“the Act”), to provide minimum security and safety standards for private companies that transport violent prisoners on behalf of State and local jurisdictions.

§ 97.2 Definitions.

(a) ***Crime of violence.*** The term “crime of violence” has the same meaning as in section 924(c)(3) of title 18, United States Code. Section 924(c)(3) states that the term crime of violence means an offense that is a felony and has as an element the use, attempted use, or threatened use of physical force against the person or property of another, or that by its nature, involves a substantial risk that physical force against the person or property of another may be used in the course of committing the offense.

(b) ***Private prisoner transport company.*** The term “private prisoner transport company” (“company”) means any entity, other than the United States, a State, or an inferior political subdivision of a State, that engages in the business of transporting for compensation individuals committed to the custody of any State or of an inferior political subdivision of a State, or any attempt thereof.

(c) ***Violent prisoner.*** The term “violent prisoner” means any individual in the custody of a State or an inferior political subdivision of a State who has previously been convicted of or is currently charged with a crime of violence or any similar statute of a State or the inferior political subdivisions of a State, or any attempt thereof.

§ 97.11 Pre-employment screening.

Private prisoner transport companies must adopt pre-employment screening measures for all potential employees. The pre-employment screening measures must include a background check and a test for use of controlled substances. The failure of a potential employee to pass either screening measure will act as a bar to employment.

(a) ***Background checks must include:***

(1) A fingerprint-based criminal background check that disqualifies persons with either a prior felony conviction or a State or Federal conviction for a misdemeanor crime of domestic violence as defined in [18 U.S.C. 921](#);

(2) A Credit Report check;

(3) A physical examination; and

(4) A personal interview.

(b) *Testing for controlled substances.*

(1) Pre-employment testing for controlled substances must be in accordance with applicable State law.

(2) In the event that there is no applicable State law, pre-employment testing for controlled substances must be in accordance with the provisions of Department of Transportation regulations at [49 CFR 382.301](#) which will apply regardless of whether a private prisoner transport company is covered by Department of Transportation regulations.

(c) The criminal background check references in [paragraph \(a\)\(1\)](#) of this section may not be submitted directly to the FBI or any other Federal agency. The private prisoner transport companies must arrange the procedures for accomplishing the criminal background checks with their contracting governmental agencies. In the event that the private prisoner transport company is contracting with a privately-run incarceration facility, and not directly with a governmental entity, the private prisoner transport company will have to make arrangements through the private incarceration facility to have the checks completed by the governmental entity ultimately requesting the transport.

§ 97.12 Employee training.

Private prisoner transport companies must require the completion of a minimum of 100 hours of employee training before an employee may transport violent prisoners. Training must include instruction in each of these six areas:

(a) Use of restraints;

(b) Searches of prisoners;

(c) Use of force, including use of appropriate weapons and firearms;

(d) Cardiopulmonary resuscitation (CPR);

(e) Map reading; and

(f) Defensive driving.

§ 97.13 Maximum driving time.

Companies covered under this part must adhere to the maximum driving time provisions applicable to commercial motor vehicle operators, as set forth in Department of Transportation regulations at [49 CFR 395.3](#) which will apply regardless of whether a private prisoner transport company is covered by Department of Transportation regulations.

§ 97.14 Guard-to-prisoner ratio.

Companies covered under this part must adhere to certain minimum standards with respect to the number of employees required to monitor violent prisoners during transportation. Private prisoner transport companies must ensure that at least one guard be on duty for every six violent prisoners transported. This requirement does not preclude a contracting entity from establishing more stringent guard-to-prisoner ratios.

§ 97.15 Employee uniforms and identification.

(a) ***Employee uniforms.*** Uniforms used by private prisoner transport companies must meet the following requirements:

- (1) Uniforms must be readily distinguishable in style and color from official uniforms worn by United States Department of Justice employees who transport violent offenders;
- (2) Uniforms must prominently feature a badge or insignia that identifies the employee as a prisoner transportation employee; and
- (3) Uniforms must be worn at all times while the employee is engaged in the transportation of violent prisoners.

(b) ***Employee identification.*** Identification utilized by private prisoner transport companies must meet the following requirements:

- (1) The identification credentials must clearly identify the employee as a transportation employee. The credentials must have a photograph of the employee that is at least one-inch square, a printed personal description of the employee including the employee's name, the signature of the employee, and date of issuance; and
- (2) The employee must display proper identification credentials on his or her uniform and ensure that the identification is visible at all times during the transportation of violent prisoners.

§ 97.16 Clothing requirements for transported violent prisoners.

Companies covered under this part must ensure that all violent prisoners they transport are clothed in brightly colored clothing that clearly identifies them as violent prisoners, unless security or other specific considerations make such a requirement inappropriate.

§ 97.17 Mandatory restraints to be used while transporting violent prisoners.

Companies covered under this part must, at a minimum, require that violent prisoners be transported wearing handcuffs, leg irons, and waist chains unless the use of all three restraints would create a serious health risk to the prisoner, or extenuating circumstances (such as pregnancy or physical disability) make the use of all three restraints impracticable.

§ 97.18 Notification of local law enforcement prior to scheduled stops.

When transporting violent prisoners, private prisoner transport companies are required to notify local law enforcement officials 24 hours in advance of any scheduled stops in their jurisdiction. For the purposes of this part, a scheduled stop is defined as a predetermined stop at a State, local, or private correctional facility for the purpose of loading or unloading prisoners or using such facilities for overnight, meal, or restroom breaks. Scheduled stops do not include routine fuel stops or emergency stops.

§ 97.19 Immediate notification of local law enforcement in the event of an escape.

Private prisoner transport companies must be sufficiently equipped to provide immediate notification to law enforcement in the event of a prisoner escape. Law enforcement officials must receive notification no later than 15 minutes after an escape is detected unless the company can demonstrate that extenuating circumstances necessitated a longer delay. In the event of the escape of a violent prisoner, a private prisoner transport company must:

- (a) Ensure the safety and security of the remaining prisoners;
- (b) Provide notification within 15 minutes to the appropriate State and local law enforcement officials;
- (c) Provide notification as soon as practicable to the governmental entity or the privately-run incarceration facility that contracted with the transport company; and
- (d) Provide complete descriptions of the escapee and the circumstances surrounding the escape to State and local law enforcement officials if needed.

§ 97.20 Standards to ensure the safety of violent prisoners during transport.

Companies covered under this section must comply with applicable State and federal laws that govern the safety of violent prisoners during transport. In addition, companies covered under this section are to ensure that:

- (a) Protective measures are in place to ensure that all vehicles are safe and well-maintained;
- (b) Vehicles are equipped with efficient communications systems that are capable of immediately notifying State and local law enforcement officials in the event of a prisoner escape;

- (c) Policies, practices, and procedures are in effect to ensure the health and physical safety of the prisoners during transport, including a first-aid kit and employees who are qualified to dispense medications and administer CPR and emergency first-aid;
- (d) Policies, practices, and procedures are in effect to prohibit the mistreatment of prisoners, including prohibitions against covering a prisoner's mouth with tape, the use of excessive force, and sexual misconduct;
- (e) Policies, practices, and procedures are in effect to ensure that juvenile prisoners are separated from adult prisoners during transportation, where practicable;
- (f) Policies, practices, and procedures are in effect to ensure that female prisoners are separated from male prisoners during transportation, where practicable;
- (g) Policies, practices, and procedures are in effect to ensure that female guards are on duty to supervise the transportation of female violent prisoners, where practicable;
- (h) Staff are well trained in the handling and restraint of prisoners, including the proper use of firearms and other restraint devices, and have received specialized training in the area of sexual harassment; and
- (i) Private transport companies are responsible for taking reasonable measures to insure the well being of the prisoners in their custody including, but not limited to, necessary stops for restroom use and meals, proper heating and ventilation of the transport vehicle, climate-appropriate uniforms, and prohibitions on the use of tobacco, in any form, in the transport vehicle.

§ 97.22 No pre-emption of federal, State, or local laws or regulations.

The regulations in this part implement the Act and do not pre-empt any applicable federal, State, or local law that may impose additional obligations on private prisoner transport companies or otherwise regulate the transportation of violent prisoners. All federal laws and regulations governing interstate commerce will continue to apply to private prisoner transport companies including, but not limited to: federal laws regulating the possession of weapons, Federal Aviation Administration or Transportation Security Administration rules and regulations governing travel on commercial aircraft, and all applicable federal, State, or local motor carrier regulations. The regulations in this part in no way pre-empt, displace, or affect the authority of States, local governments, or other federal agencies to address these issues.

§ 97.24 No civil defense created.

The regulations in this part on private prisoner transport companies are not intended to create a defense to any civil action, whether initiated by a unit of government or any other party. Compliance with the regulations in this part is not intended to and does not establish a defense against an allegation of negligence or breach of contract. Regardless of whether a contractual agreement establishes minimum precautions, the companies affected by the regulations in this

part will remain subject to the standards of care that are imposed by constitutional, statutory, and common law upon their activities (or other activities of a similarly hazardous nature).

§ 97.30 Enforcement.

Any person who is found in violation of the regulations in this part will:

- (a) Be liable to the United States for a civil penalty in an amount not to exceed \$10,000 for each violation;
- (b) Be liable to the United States for the costs of prosecution; and
- (c) Make restitution to any entity of the United States, of a State, or of an inferior political subdivision of a State, that expends funds for the purpose of apprehending any violent prisoner who escapes from a prisoner transport company as the result, in whole or in part, of a violation of the regulations in this part promulgated pursuant to the Act.

PUBLIC NOTICES

Invitation for Bids: Interstate and Intrastate Prisoner Transport Services - Message (HTML)

FileMessageHelpAcrobat

Ignore

Junk

Delete

Archive

Reply

Reply All

Forward

More

Meeting

Move to: ?

Team Email

Reply & Delete

To Manager

Done

Create New

Move

Rules

OneNote

Actions

Mark Unread

Categorize

Follow Up

Translate

Find

Related

Select

Read Aloud

Speech

Zoom

Zoom

P

Tue 6/24/2025 9:59 AM

Procurement

Invitation for Bids: Interstate and Intrastate Prisoner Transport Services

To 'curtis.sullivan@transcor.com'

Cc Tisdale, Amy

IFB-Prisoner Transport Services 3160007435.pdf

489 KB

Good morning Curtis,

I wanted to make you aware of an opportunity with the Mississippi Department of Corrections (MDOC). MDOC will accept sealed bids until 10:00 a.m. (Central Daylight Time) on Friday, August 8, 2025 for the purpose of procuring the following: Interstate and Intrastate Prisoner Transport Services (IFB # 3160007435). I have attached the IFB for your review. Please feel free to contact me with any questions. Thank you and have a great day!

Crystal T. Henry, Ph.D.

Project Manager II, Legal Department

Mississippi Department of Corrections

301 N. Lamar Street

Jackson, MS 39201

(P) 601- 359-5655

(F) 601-359-5735

Windows Taskbar

10:05 AM

6/24/2025

Invitation for Bids: Interstate and Intrastate Prisoner Transport Services - Message (HTML)

FileMessageHelpAcrobatTell me what you want to do

IgnoreDeleteArchiveReplyReply AllForwardMore

Meeting

Move to: ?Team EmailReply & DeleteTo ManagerDoneCreate New

MoveMoveOneNoteMark UnreadCategorizeTagsFollow UpTranslateFindRelatedSelect

Read AloudSpeechZoom

Zoom

P

Tue 6/24/2025 9:59 AM

Procurement

Invitation for Bids: Interstate and Intrastate Prisoner Transport Services

To 'curtis.sullivan@transcor.com'

Cc Tisdale, Amy

IFB-Prisoner Transport Services 3160007435.pdf489 KB

Good morning Curtis,

I wanted to make you aware of an opportunity with the Mississippi Department of Corrections (MDOC). MDOC will accept sealed bids until 10:00 a.m. (Central Daylight Time) on Friday, August 8, 2025 for the purpose of procuring the following: Interstate and Intrastate Prisoner Transport Services (IFB # 3160007435). I have attached the IFB for your review. Please feel free to contact me with any questions. Thank you and have a great day!

Crystal T. Henry, Ph.D.

Project Manager II, Legal Department

Mississippi Department of Corrections

301 N. Lamar Street

Jackson, MS 39201

(P) 601- 359-5655

(F) 601-359-5735

WindowsTaskbar

10:04 AM6/24/2025

12

Invitation for Bids: Interstate and Intrastate Prisoner Transport Services - Message (HTML)

FileMessageHelpAcrobatTell me what you want to do

IgnoreDeleteArchiveReplyReply AllForwardMore

Meeting

Move to: ?Team EmailReply & DeleteTo ManagerDoneCreate New

MoveRulesOneNoteActions

Mark UnreadCategorizeFollow Up

TranslateFindRelatedSelect

Read AloudSpeechZoom

Quick Steps

P

Tue 6/24/2025 9:58 AM

Procurement

Invitation for Bids: Interstate and Intrastate Prisoner Transport Services

To'dwarden@prisonertransport.net'

CcTanisha Cheek; Tisdale, Amy

IFB-Prisoner Transport Services 3160007435.pdf

489 KB

Good morning Dave,

I wanted to make you aware of an opportunity with the Mississippi Department of Corrections (MDOC). MDOC will accept sealed bids until 10:00 a.m. (Central Daylight Time) on Friday, August 8, 2025 for the purpose of procuring the following: Interstate and Intrastate Prisoner Transport Services (IFB # 3160007435). I have attached the IFB for your review. Please feel free to contact me with any questions. Thank you and have a great day!

Crystal T. Henry, Ph.D.

Project Manager II, Legal Department

Mississippi Department of Corrections

301 N. Lamar Street

Jackson, MS 39201

(P) 601- 359-5655

(F) 601-359-5735

12

10:03 AM6/24/2025

Keyword

hearing, probate, court, bank name

Publication name

All

Start date

End date

Search

Clear

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Most Recent Notices

- Abandoned Vehicle

06/24/2025

Abandoned Vehicle: VIN - 1FTEW1EF4HKC10253, 2017 Ford F150
Sale with be held July 7, 2025 at 11:00 am, Lewis Towing Service, 1735
Wightman Street,
Jackson MS, 601-948-4420. Please call for amount of charges due to clai...
- ADVERTISEMENT FOR BIDS

06/24/2025

HINDS COUNTY HUMAN RESOURCE AGENCY
A MULTI SITE HVAC RENOVATION PROJECT FOR
MARTIN HEAD START CENTER AND
WESTSIDE HEAD START CENTER...
- BEFORE THE STATE OIL AND GAS BOARD OF MISSISSIPPI

06/24/2025

DOCKET NO. 241-2025-D

IN RE: PETITION OF GRIFFIN & GRIFFIN...

Bids & Proposals

06/24/2025

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MISSISSIPPI DEPARTMENT OF CORRECTIONS ADVERTISEMENT FOR BIDS

Interstate and Intrastate Prisoner Transport Services
MAGIC RFx: 3160007435

The Mississippi Department of Corrections (MDOC) will accept sealed bids until 10:00 am (Central Standard Time) on Friday, August 8, 2025, for the purpose of procuring the following: Interstate and Intrastate Prisoner Transport Services (IFB# 3160007435). Detailed specifications may be obtained on MDOC's website at <http://www.modoc.ms.gov/general-public/procurement>, utilizing the Mississippi Contract/Procurement Opportunity Search Portal, and by contacting MDOC Point of Contact, Crystal T. Henry, Ph.D., at (601) 359-5655, procurement@mdoc.state.ms.us, and at the Mississippi Department of Corrections, 301 N. Lamar Street, Jackson, Mississippi 39201.
6/24, 7/1 #11416323

Public notices. delivered

GENERAL PUBLIC

Public Records Requests

Related Legislation

Procurement

Monthly Fact Sheets (2001-2025)

Daily Inmate Population (2021-2025)

Net Admissions by Fiscal Year (2006-2022)

Annual Reports

Criminal Justice Reform Reports

PREA Audit Reports

COVID-19 Information and Updates

Death Row

Current Death Row Demographics

Death Penalty and Executions

Death Penalty in Mississippi

Death Row Inmates

Scheduled Executions

PROCUREMENT

Request for Quotes Formal (RFQF)

Invitation for Bid (IFB)

- IFB 3160007435 Prisoner Transport Services
- IFB 3160007102 Transitional Housing Services
 - 3160007102 Transitional Housing IFB - Amendment 1
 - 3160007102 Transitional Housing IFB Amendment 2 - Calendar of Events Revision
 - 3160007102 Notice of Intent to Award with Exhibit
 - 3160007102 Agency Procurement File
 - 3160007102 Request for Reconsideration Response - Sober Living
 - 3160007102 Agency Procurement File UPDATED
 - 3160007102 Notice of Contract Award
- IFB 3160006069 Commercial Washers and Dryers
 - IFB 3160006069-Intent to Award
 - IFB 316006069-Notice to Bidders and Withdrawal
- IFB 3160005845 Cold Storage System
 - IFB 3160005845-Intent to Award
- IFB 3160005735 Cold Storage System
 - IFB 3160005735-Intent to Award
 - IFB 3160005735-Notice of Cancellation
- IFB 3160005516 Co-Occuring Disorder Treatment and Recovery Support Services
 - Notice of Intent to Award IFB 3160005516
- IFB 3160005668 Workers Compensation TPA
 - Amendment 1 (Questions Answers) - RFX 3160005668 Workers Compensation TPA
 - Notice of Intent to Award Workers Comp MDOC signed

Search notices

Keyword

hearing, probate, court, bank name

Publication name

All

Start date

End date

Search

Clear

[View all Mississippi Notices](#)

Most Recent Notices

- IN THE CHANCERY COURT OF LAUDERDALE COUNTY, MISSISSIPPI

07/01/2025

IN THE MATTER OF THE ESTATE OF LADARVIES STEPHENS, DECEASED

...
- IN THE CHANCERY COURT OF LAUDERDALE COUNTY, MISSISSIPPI

07/01/2025

IN THE MATTER OF THE ESTATE OF JIMMIE A. JAMES, II, DECEASED

PHYLLIS D. MILLER, PETITIONER...
- The Towers, LLC is proposing to construct a 261-foot Lattice telecommunications tower at 395 Brown Cemetery Road, Richton, Jones County, Mississippi 39476 (31 26 27.9 N / 88 57 42.0 W). The tower is anticipated to have FAA Style E (L 864/L 865/L 810) medium intensity

07/01/2025

Bids & Proposals

07/01/2025

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MISSISSIPPI DEPARTMENT OF CORRECTIONS
ADVERTISEMENT FOR BIDS

Interstate and Intrastate Prisoner Transport Services
MAGIC RFx: 3160007435

The Mississippi Department of Corrections (MDOC) will accept sealed bids until 10:00 am (Central Standard Time) on Friday, August 8, 2025, for the purpose of procuring the following: Interstate and Intrastate Prisoner Transport Services (IFB# 3160007435). Detailed specifications may be obtained on MDOC's website at <http://www.modoc.ms.gov/general-public/procurement>, utilizing the Mississippi Contract/Procurement Opportunity Search Portal, and by contacting MDOC Point of Contact, Crystal T. Henry, Ph.D., at (601) 359-5655, procurement@mdoc.state.ms.us, and at the Mississippi Department of Corrections, 301 N. Lamar

GENERAL PUBLIC

Public Records Requests

Related Legislation

Procurement

Monthly Fact Sheets (2001-2025)

Daily Inmate Population (2021-2025)

Net Admissions by Fiscal Year (2006-2022)

Annual Reports

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Death Row

Current Death Row Demographics

Death Penalty and Executions

Death Penalty in Mississippi

Death Row Inmates

Scheduled Executions

PROCUREMENT

Request for Quotes Formal (RFQF)

Invitation for Bid (IFB)

- [IFB 3160007435 Prisoner Transport Services](#)
- [IFB 3160007102 Transitional Housing Services](#)
 - [3160007102 Transitional Housing IFB - Amendment 1](#)
 - [3160007102 Transitional Housing IFB Amendment 2 - Calendar of Events Revision](#)
 - [3160007102 Notice of Intent to Award with Exhibit](#)
 - [3160007102 Agency Procurement File](#)
 - [3160007102 Request for Reconsideration Response - Sober Living](#)
 - [3160007102 Agency Procurement File UPDATED](#)
 - [3160007102 Notice of Contract Award](#)
- [IFB 3160006069 Commercial Washers and Dryers](#)
 - [IFB 3160006069-Intent to Award](#)
 - [IFB 316006069-Notice to Bidders and Withdrawal](#)
- [IFB 3160005845 Cold Storage System](#)
 - [IFB 3160005845-Intent to Award](#)
- [IFB 3160005735 Cold Storage System](#)
 - [IFB 3160005735-Intent to Award](#)
 - [IFB 3160005735-Notice of Cancellation](#)
- [IFB 3160005516 Co-Occuring Disorder Treatment and Recovery Support Services](#)
 - [Notice of Intent to Award IFB 3160005516](#)
- [IFB 3160005668 Workers Compensation TPA](#)
 - [Amendment 1 \(Questions Answers\) - RFX 3160005668 Workers Compensation TPA](#)
 - [Notice of Intent to Award Workers Comp MDOC signed](#)

IFB

Amendment

AMENDMENT #1
Questions & Answers for RFx3160007435
Interstate & Intrastate Prisoner Transport Services
Issue Date: July 25, 2025

All Prospective Bidders:

The Mississippi Department of Corrections is issuing an amendment to RFx 3160007435, Invitation for Bids for Interstate and Intrastate Prisoner Transport Services, dated June 24, 2025. Amendment 1 provides responses to questions received during the question period of this solicitation.

Note: Pursuant to Section 1.7, page of this amendment contains a required signature line that acknowledges the amendment and must be submitted with Bidder’s response packet.

Questions Received	Answers
The governing bodies for prisoner transportation and extradition companies are the US Department of Transportation (USDOT), Federal Motor Carrier Safety Administration (FMCSA), and the US Department of Justice (USDOJ)? Will the State of Mississippi DOC acknowledge the guidelines and laws set forth by these departments?	Yes, pursuant to Section 2.7.5, “Contractor must comply with all pertinent provisions of the USDOT, Federal Motor Carrier Safety Administration (FMSCA) 49 C.F.R., Parts 385, 390-396, U.S. Department of Justice regulations 28 C.F.R., Part 97 created pursuant to passage of the “Interstate Transportation of Dangerous Criminals Act of 2000”, known as “Jeanna’s Act”, and all other pertinent federal regulations.”
Will the State of Mississippi DOC require that vendors meet all requirements for limits on continuous travel hours and miles as governed by the FMCSA (Section 395.5 (a)? If so, will vendors be required to submit drivers logs to verify that they conform to those requirements?	MDOC requires that all vendors comply with all pertinent provisions of the FMSCA (Section 2.7.5). Bidders may not have to submit logs for review; however, contractors must be able to provide unimpeded, prompt access to any of the Contractor’s books, documents, papers, and/or records which are relevant to this agreement, pursuant to Attachment H, Item #26).
Will the State of Mississippi DOC require vendors to have a Satisfactory Audit Rating from the FMCSA, which measures the vendor's compliance with the Federal Motor Carrier Safety Regulations?	Yes, Section 2.7.5 states, “The Contractor shall have and maintain a satisfactory “Carrier Safety Rating” from the FMCSA prior to the commencement of the resulting contract.”
Proof of Authority to Operate is provided by a transport company being issued Motor Carrier Number (MC #) by the FMCSA. This allows transport vendors to cross state lines with inmates in their custody. Will the State of Mississippi DOC acknowledge and require an active Motor Carrier Number?	Yes, Section 3.1.14 states, “Bidder must submit assurances and/or certifications to support that it operates under the <i>Motor Carrier Act</i> and has a valid DOT and MC number to operate as a “Passenger Carrier for Hire” for interstate and intrastate operations.” Additionally, Section 2.7.6 states that

	<p>“Vehicles operating under this solicitation must be designed to carry more than eight people including the driver, and must have a USDOT and Motor Carrier (MC) number and as a minimum requirement to be deemed responsible (Section 4.2.4).</p>
<p>If a vendor states they transport 8 passengers or less in a vehicle that was designed to carry more passengers, will the State of Mississippi DOC uphold the FMCSA Regulation 383.5 which states, “designed to carry” vehicles refer to the number of designated seats as originally designed? Meaning if a vendor states they only carry 8 passengers on a vehicle, but that vehicle was originally designed to carry 9-15 passengers, will the State of Mississippi DOC follow federal guidelines and require that vendor to have a Motor Carrier number?</p>	<p>Yes. Section 2.7.6 states that “vehicles operating under this solicitation must be designed to carry more than eight people including the driver, and must have a USDOT and Motor Carrier (MC) number”.</p>
<p>Will the State of Mississippi DOC check the VIN numbers of vendors vehicles to confirm their vehicles are compliant with FMCSA Regulation 383?</p>	<p>MDOC will utilize the FMCSA website to verify the validity of submitted information (Section 3.1.8).</p>
<p>Have you used a private transport company in the past? If so, who were they and what did they charge for ground transport (Male, Adult Cost/Mile)</p>	<p>Yes. A copy of this contract and previous contract which includes rates can be found at https://www.transparency.ms.gov/.</p>
<p>Approximately, how many extraditions did MDOC execute last year, and can you give me the top 5 states where the majority of your prisoners get extradited from?</p>	<p>MDOC executed approximately 85 extraditions in the past year. The top 5 states where the majority of extraditions occurred are:</p> <ol style="list-style-type: none"> 1. Florida 2. Wisconsin 3. Colorado 4. Minnesota 5. Arizona <p>MDOC cannot guarantee a minimum number or trips or miles in this solicitation.</p>
<p>How large is the budget for this RFP?</p>	<p>We will evaluate the proposals and select the best bidder based upon the requirements set forth in this solicitation.</p>

Interstate and Intrastate Prisoner Transport Services

Amendment #1 – Questions and Responses

Issue Date: July 25, 2025

Signature and Submission of Amendment #1 are required with your IFB.

Receipt for Amendment #1: _____
Signature

Printed Name

Date

Company Name

Title

Receipt and Register of Bids



RECEIVED LOG

TO BE COMPLETED BY MDOC STAFF ONLY

IFB

INTERSTATE & INTRASTATE PRISONER TRANSPORT SERVICES

RFx#: 3160007435

#	Date Received	Company's Name	Mail / Hand-Delivered	Time Received
1.	8/7/25	John Commissioning Security Transport Services	Mail via FedEx	12:56 p.m.
2.	8/7/25	Site Secure	Hand Delivered	2:11 p.m.
3.	8/8/25	T. Cheek - U.S. Corrections	Mail via FedEx	11:15 am
4.				
5.				
6.				
7.				
8.				
9.				
10.				
11.				

Henry, Crystal

From: Tanisha Cheek <TCheek@prisonertransport.net>
Sent: Friday, August 8, 2025 2:45 PM
To: Procurement
Cc: Dave Warden
Subject: RE: MDOC IFB- RFx #3160007435

Good Evening Crystal,

That is Great news, and thanks for letting me know!

Have an Awesome Weekend!

Best,



Tanisha Cheek

Tanisha Cheek
Client Services & Business Development Manager
US Corrections, LLC
866.388.8488 ext. 114
tcheek@prisonertransport.net



From: Procurement <Procurement@mdoc.state.ms.us>
Sent: Friday, August 8, 2025 1:47 PM
To: Tanisha Cheek <TCheek@prisonertransport.net>
Subject: RE: MDOC IFB- RFx #3160007435

Goo afternoon Tanisha,

We did received the package a little after 11 a.m. Per Rule 3.7, we will consider this a minor informality and accept your proposal. Thank you and have a great day.

Crystal T. Henry, Ph.D.
Project Manager II, Legal Department
Mississippi Department of Corrections
301 N. Lamar Street

Jackson, MS 39201
(P) 601- 359-5655
(F) 601-359-5735

From: Tanisha Cheek <TCheek@prisonertransport.net>
Sent: Friday, August 8, 2025 12:26 PM
To: Henry, Crystal <Crystal.Henry@mdoc.state.ms.us>
Subject: RE: MDOC IFB- RFx #3160007435

It is what I changed it to after we talked Wednesday. See attached FedEx label.

It was supposed to be delivered on Thursday by 10:30AM but now shows it was delivered today.

I'm so upset. ☹️



Tanisha Cheek

Tanisha Cheek
Client Services & Business Development Manager
US Corrections, LLC
866.388.8488 ext. 114
tcheek@prisonertransport.net



From: Henry, Crystal <Crystal.Henry@mdoc.state.ms.us>
Sent: Friday, August 8, 2025 11:06 AM
To: Tanisha Cheek <TCheek@prisonertransport.net>
Subject: RE: MDOC IFB- RFx #3160007435

What is the return address on the package? I haven't opened the bids but did receive a Fed Ex package yesterday.

Crystal T. Henry, Ph.D.
Project Manager II, Legal Department
Mississippi Department of Corrections
301 N. Lamar Street
Jackson, MS 39201
(P) 601- 359-5655
(F) 601-359-5735

From: Tanisha Cheek <TCheek@prisonertransport.net>
Sent: Friday, August 8, 2025 11:03 AM
To: Henry, Crystal <Crystal.Henry@mdoc.state.ms.us>
Subject: RE: MDOC IFB- RFx #3160007435

OMG Crystal,

FedEx, is telling me they could not find the drop off location of our Bid Proposal.

This is the worst day EVER! You should have received our submission on Thursday 8/7/25 by 10:30AM



Tanisha Cheek

Tanisha Cheek
Client Services & Business Development Manager
US Corrections, LLC
866.388.8488 ext. 114
tcheek@prisonertransport.net



From: Henry, Crystal <Crystal.Henry@mdoc.state.ms.us>
Sent: Wednesday, August 6, 2025 4:54 PM
To: Tanisha Cheek <TCheek@prisonertransport.net>
Cc: Procurement <Procurement@mdoc.state.ms.us>
Subject: RE: MDOC IFB- RFx #3160007435

Good afternoon Tanisha,

There's no address on the Amendment. I have not received the IFB. When was it sent?

Crystal T. Henry, Ph.D.
Project Manager II, Legal Department
Mississippi Department of Corrections
301 N. Lamar Street
Jackson, MS 39201
(P) 601- 359-5655
(F) 601-359-5735

From: Tanisha Cheek <TCheek@prisonertransport.net>
Sent: Wednesday, August 6, 2025 4:48 PM
To: Henry, Crystal <Crystal.Henry@mdoc.state.ms.us>
Subject: MDOC IFB- RFx #3160007435

Hi Ms. Henry,

I FedEx our IFB Response to the 633 North State St. address since that was the address on the Amendment.

Please let me know if you receive it since the proposal has the North Lamar address.

Thanks,



Tanisha Cheek

Tanisha Cheek
Client Services & Business Development Manager
US Corrections, LLC
866.388.8488 ext. 114
tcheek@prisonertransport.net



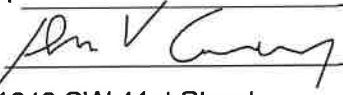
**ALL BIDS
RECEIVED**

Attachment A: Bid Cover Sheet

The Mississippi Department of Corrections is seeking a quality private transportation entity to provide interstate and intrastate prisoner transport services as per the scope of services located in Section 2.2.

Bids are to be submitted as listed below, on or before 10:00 a.m. on August 8, 2025. PLEASE MARK YOUR ENVELOPE:

**Mississippi Department of Corrections
Legal Department
Attn: Procurement and Contracts
301 North Lamar Street
Jackson, MS 39201
SEALED BID-DO NOT OPEN- DELIVER IMMEDIATELY
RFx 3160007435
TO BE OPENED: AUGUST 8, 2025 at 10 a.m.**

Name of Company: Security Transport Services Inc
Quoted By: John V Comissiong
Signature: 
Address: 1643 SW 41st Street
City/State/Zip Code: Topeka, KS 66609
Company Representative: John V Comissiong
Telephone: 785-267-3030
Email Address: pres-owner@sts1995.com
EIN/FEIN (business) or SSN (individual):
48-1170298

Please also provide the following information about your company.

Year Started: 1995 Number of Employees: 24

Years/Months Providing Services Listed in IFB: 29Yrs 9 mos

If different than address above, physical location and mailing address of your company's home office, principal place of business, and place of incorporation:

Is company currently for sale or involved in a merger or acquisition? No

If yes, discuss impact both in organizational and directional terms and any impact on your ability to provide the goods and services required by this IFB.

N/A

List all licenses and permits your company possesses that are applicable to performing the services required in this IFB.

Company Licenses/Permits/Certificates: City of Topeka Security Guard License, Firearm Qualification, UCR HIPPA

For how many customers has your company provided interstate and/or intrastate prisoner transport services within the past two (2) years?

155

Please provide the dates, size of area maintained and annual amount billed for ground transportation and associated medical services for three (3) typical customers for which interstate and/or intrastate prisoner transport services were provided within the past year.

See Invoice List

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

Specialized Experience: Customer Online Portal - submit order/documents, track order, get quotes

Specialized Certificates: Certified Minority Business

Employee Licenses/Permits/Certificates - HIPPA, CPR

Is your company licensed and/or certified to provide the services as required by any and all applicable Federal and State law(s)? ☒ Yes text here

Invoice List - Pennsylvania Doc

1-4

Distance	Customer Name	Total Cost	Collection Location	Collection : Delivery Location	Actual Collection Time	Actual Delivery Time
980	Commonwealth of PA Prob & Parole, PAPP		Polk County Jail Central Booking Facility	FL SCI Smithfield	7/20/2025 17:30	7/23/2025 10:12
1,483.50	Commonwealth of PA Prob & Parole, PAPP		Galveston County Sheriff's Office	TX SCI Smithfield	7/24/2025 19:22	7/31/2025 18:38
738.2	Commonwealth of PA Prob & Parole, PAPP		Douglas County Jail	GA SCI Smithfield	7/15/2025 14:35	7/17/2025 23:52
1,029.00	Commonwealth of PA Prob & Parole, PAPP		USP Terre Haute	IN SCI Smithfield	7/17/2025 8:37	7/17/2025 23:52
341.8	Commonwealth of PA Prob & Parole, PAPP		Suffolk County Riverhead Correctional Facility	NY SCI Smithfield	7/4/2025 15:10	7/5/2025 0:38
417.2	Commonwealth of PA Prob & Parole, PAPP		Johnston County Detention Center	NC SCI Smithfield	7/8/2025 11:18	7/11/2025 11:47
2,700.50	Commonwealth of PA Prob & Parole, PAPP		Grays Harbor County Sheriff	WA SCI Smithfield	7/25/2025 18:38	7/31/2025 18:38
1,168.50	Commonwealth of PA Prob & Parole, PAPP		USP McCreary, MCR	KY SCI Smithfield	7/16/2025 10:51	7/17/2025 23:52
1,317.80	Commonwealth of PA Prob & Parole, PAPP		Calcasieu Parish Sheriff Department	LA SCI SMITHFIELD	6/26/2025 12:48	7/3/2025 12:47
1,305.00	Commonwealth of PA Prob & Parole, PAPP		Fishkill Correctional Facility	NY SCI Smithfield	7/9/2025 13:05	7/11/2025 11:47
251.5	Commonwealth of PA Prob & Parole, PAPP		Rikers Island Jail	NY SCI Smithfield	6/15/2025 14:21	6/17/2025 9:09
438.8	Commonwealth of PA Prob & Parole, PAPP		Macomb Correctional Facility	MI SCI Smithfield	6/13/2025 17:19	6/14/2025 17:49
689.3	Commonwealth of PA Prob & Parole, PAPP		Gwinnett County Jail	GA SCI Smithfield	6/8/2025 19:04	6/11/2025 20:15
1,320.00	Commonwealth of PA Prob & Parole, PAPP		FCI Bennettsville	SC SCI Smithfield	6/30/2025 8:40	7/1/2025 15:18
1,281.00	Commonwealth of PA Prob & Parole, PAPP		Mohawk Correctional Facility	NY SCI Smithfield	6/20/2025 6:00	6/22/2025 19:27
1,005.40	Commonwealth of PA Prob & Parole, PAPP		Jones County Detention Center	MS SCI Smithfield	6/10/2025 16:18	6/14/2025 17:49
481.4	Commonwealth of PA Prob & Parole, PAPP		Mecklenburg County Jail	NC SCI Smithfield	6/10/2025 10:01	6/11/2025 20:15
1,649.80	Commonwealth of PA Prob & Parole, PAPP		Gaines County Sheriff	TX SCI Smithfield	6/10/2025 10:45	6/14/2025 17:49
896.5	Commonwealth of PA Prob & Parole, PAPP		Volusia County Branch Jail	FL SCI Smithfield	6/7/2025 8:14	6/11/2025 20:15
1,131.00	Commonwealth of PA Prob & Parole, PAPP		FCI McDowell	WV SCI Smithfield	6/20/2025 11:24	6/20/2025 19:42
727.7	Commonwealth of PA Prob & Parole, PAPP		Chatham County Detention Center	GA SCI Smithfield	5/28/2025 8:36	5/30/2025 15:20
1,130.50	Commonwealth of PA Prob & Parole, PAPP		Kentucky State Penitentiary	KY SCI Smithfield	6/2/2025 8:23	6/4/2025 10:47
534.6	Commonwealth of PA Prob & Parole, PAPP		Kent County Correctional Facility	MI SCI Smithfield	6/3/2025 10:52	6/4/2025 10:47
1,329.50	Commonwealth of PA Prob & Parole, PAPP		Eastern Correctional Institution NC	NC SCI Smithfield	6/9/2025 16:38	6/11/2025 20:15
123	Commonwealth of PA Dept of Corrections		Chenango County Sheriff	NY SCI Dallas	5/21/2025 8:35	5/21/2025 13:40
981.1	Commonwealth of PA Prob & Parole, PAPP		Seminole County Sheriff's Office	FL SCI Smithfield	5/27/2025 13:37	5/30/2025 15:20
386	Commonwealth of PA Prob & Parole, PAPP		FCI Butner Low	NC SCI Smithfield	5/16/2025 12:17	5/16/2025 22:33
1,454.00	Commonwealth of PA Prob & Parole, PAPP		FCI Jesup	GA SCI Smithfield	6/9/2025 7:37	6/11/2025 20:15
737.1	Commonwealth of PA Prob & Parole, PAPP		Guilford County Jail	NC SCI Smithfield	5/16/2025 8:32	5/16/2025 22:33
2,507.20	Commonwealth of PA Prob & Parole, PAPP		Fond Du Lac County Jail	WI SCI Smithfield	5/19/2025 13:47	5/20/2025 16:15
481.4	Commonwealth of PA Prob & Parole, PAPP		San Bernardino / West Valley Detention Center, WVD	CA SCI Smithfield	5/18/2025 21:19	5/24/2025 21:59
687.4	Commonwealth of PA Prob & Parole, PAPP		Mecklenburg County Jail	NC SCI Smithfield		
416.6	Commonwealth of PA Prob & Parole, PAPP		Douglas County Jail	GA SCI Smithfield	5/14/2025 11:12	5/16/2025 22:33
460.9	Commonwealth of PA Prob & Parole, PAPP		Johnston County Detention Center	NC SCI Smithfield	5/15/2025 15:35	5/16/2025 22:33
2,344.00	Commonwealth of PA Prob & Parole, PAPP		Cumberland County Jail	NC SCI Smithfield	5/15/2025 12:46	5/16/2025 22:33
0	Commonwealth of PA Prob & Parole, PAPP		Spokane County Jail	WA SCI Smithfield	5/2/2025 13:18	5/7/2025 12:35
857.6	Commonwealth of PA Prob & Parole, PAPP		Bayamon 705 Correctional Institution	PR SCI Smithfield	5/14/2025 8:30	5/16/2025 22:33
1,565.00	Commonwealth of PA Prob & Parole, PAPP		Macon County Sheriff's Office	MO SCI Smithfield	5/2/2025 14:13	5/3/2025 19:12
296.6	Commonwealth of PA Prob & Parole, PAPP		Huntsville (Wall) Unit	TX SCI Smithfield	5/15/2025 11:35	5/20/2025 16:15
1,451.50	Commonwealth of PA Prob & Parole, PAPP		Franklin County Corr Ceter II	OH SCI Smithfield	4/23/2025 12:08	4/23/2025 19:21
202	Commonwealth of PA Prob & Parole, PAPP		FCI Ray Brook	NY SCI Smithfield	5/5/2025 9:25	5/6/2025 18:20
1,070.80	Commonwealth of PA Prob & Parole, PAPP		Erie County Correctional Facility	NY SCI Smithfield	4/17/2025 12:29	4/17/2025 19:07
447	Commonwealth of PA Prob & Parole, PAPP		Clark County Detention Facility	NV SCI Smithfield	4/11/2025 7:57	4/15/2025 0:40
989.8	Commonwealth of PA Prob & Parole, PAPP		Hillsborough County House of Corrections	NH SCI Smithfield	4/10/2025 9:29	4/11/2025 9:28
1,046.90	Commonwealth of PA Prob & Parole, PAPP		FCI Coleman	FL SCI Smithfield	4/9/2025 10:06	4/15/2025 0:40
			Polk County Jail Central Booking Facility	FL SCI Smithfield	3/31/2025 19:45	4/3/2025 1:00

1,119.20	Commonwealth of PA Prob & Parole, PAPP	Broward County Jail	FL	SCI Smithfield	4/15/2025 0:40
67.8	Commonwealth of PA Dept of Corrections	Broome County Sheriff	NY	SCI Dallas	3/31/2025 13:36
1,318.50	Commonwealth of PA Prob & Parole, PAPP	Green Haven Correctional Facility	NY	SCI Smithfield	3/31/2025 20:30
1,480.00	Commonwealth of PA Prob & Parole, PAPP	Calhoun State Prison	GA	SCI Smithfield	4/21/2025 14:43
2,484.50	Commonwealth of PA Prob & Parole, PAPP	FCI Victorville	CA	SCI Smithfield	4/23/2025 19:22
575.6	Commonwealth of PA Prob & Parole, PAPP	Cook County Sheriff's Office	IL	SCI Smithfield	4/5/2025 14:08
1,096.50	Commonwealth of PA Prob & Parole, PAPP	Eastern Kentucky Correctional Complex	KY	SCI Smithfield	4/3/2025 1:00
2,361.20	Commonwealth of PA Prob & Parole, PAPP	Yuma County Adult Detention Center	AZ	SCI Smithfield	4/5/2025 14:08
944.7	Commonwealth of PA Prob & Parole, PAPP	Volusia County Branch Jail	FL	SCI Smithfield	3/27/2025 22:27
1,061.60	Commonwealth of PA Prob & Parole, PAPP	Oahu Correctional Community Center	HI	SCI Smithfield	3/24/2025 11:51
1,268.50	Commonwealth of PA Prob & Parole, PAPP	FCI Butner Low	NC	SCI Smithfield	4/1/2025 16:30
1,773.00	Commonwealth of PA Prob & Parole, PAPP	Desoto Annex Correctional Institution	FL	SCI Smithfield	4/14/2025 14:23
1,074.50	Commonwealth of PA Prob & Parole, PAPP	Southern Ohio Correctional Facility	OH	SCI Smithfield	3/31/2025 10:45
1,400.00	Commonwealth of PA Prob & Parole, PAPP	FCI Williamsburg	SC	SCI Smithfield	3/26/2025 10:18
944	Commonwealth of PA Prob & Parole, PAPP	Volusia County Branch Jail	FL	SCI Smithfield	4/25/2025 23:54
1,320.00	Commonwealth of PA Prob & Parole, PAPP	FCI Bennettsville, BEN	SC	SCI Smithfield	4/25/2025 19:42
1,168.50	Commonwealth of PA Prob & Parole, PAPP	USP McCreary, MCR	KY	SCI Smithfield	3/24/2025 11:51
513.5	Commonwealth of PA Prob & Parole, PAPP	Cumberland County Jail	NC	SCI Muncy	3/18/2025 10:27
1,145.70	Commonwealth of PA Prob & Parole, PAPP	Tangipahoa Parish Jail	LA	SCI Smithfield	4/4/2025 12:24
2,504.50	Commonwealth of PA Prob & Parole, PAPP	San Bernardino / West Valley Detention Center, WVDI CA	CA	SCI Smithfield	3/18/2025 13:18
375.2	Commonwealth of PA Prob & Parole, PAPP	Montgomery County Jail	OH	SCI Smithfield	3/13/2025 14:46
471.8	Commonwealth of PA Prob & Parole, PAPP	Bristol County Jail and House of Correction	MA	SCI Smithfield	3/15/2025 11:48
409.8	Commonwealth of PA Prob & Parole, PAPP	Dare County Detention Center	NC	SCI Smithfield	3/8/2025 7:45
1,063.10	Commonwealth of PA Prob & Parole, PAPP	FCI Yazoo City	MS	SCI Smithfield	3/12/2025 7:25
140	Commonwealth of PA Prob & Parole, PAPP	Howard County Detention Center	MD	SCI Smithfield	3/9/2025 14:11
1,545.00	Commonwealth of PA Prob & Parole, PAPP	Columbia Correctional Institution	FL	SCI Smithfield	3/14/2025 12:16
0	Commonwealth of PA Dept of Corrections	Bayamón Centro Metropolitano Income (705)	PR	SCI Smithfield	3/10/2025 15:26
1,076.80	Commonwealth of PA Prob & Parole, PAPP	Highlands County Jail	FL	SCI Phoenix	3/17/2025 12:17
747.8	Commonwealth of PA Prob & Parole, PAPP	Franklin County Adult Detention Center	MO	SCI Smithfield	2/14/2025 7:14
710.5	Commonwealth of PA Prob & Parole, PAPP	Massac County Sheriff's Office	IL	SCI Smithfield	2/14/2025 12:16
940.9	Commonwealth of PA Prob & Parole, PAPP	Orange County Booking and Release Center	FL	SCI Smithfield	2/2/2025 8:57
531.1	Commonwealth of PA Prob & Parole, PAPP	New Hampshire Prison	NH	SCI Smithfield	2/2/2025 17:07
540.5	Commonwealth of PA Prob & Parole, PAPP	Porter County Sheriff	IN	SCI Smithfield	2/5/2025 14:34
1,612.50	Commonwealth of PA Prob & Parole, PAPP	FCI Coleman	FL	SCI Smithfield	2/10/2025 15:55
174.7	Commonwealth of PA Prob & Parole, PAPP	Rappahannock Regional Jail	VA	SCI Smithfield	2/3/2025 10:50
1,047.20	Commonwealth of PA Prob & Parole, PAPP	Polk County Jail Central Booking Facility	FL	SCI Smithfield	2/16/2025 21:45
1,673.50	Commonwealth of PA Prob & Parole, PAPP	Sumter Correctional Institution	FL	SCI Smithfield	2/22/2025 13:56
1,586.40	Commonwealth of PA Prob & Parole, PAPP	Quay County Sheriff's Office	NM	SCI Smithfield	2/22/2025 7:49
1,072.30	Commonwealth of PA Prob & Parole, PAPP	Pinellas County Jail	FL	SCI Muncy	2/5/2025 8:36
71.8	Commonwealth of PA Dept of Corrections	Baltimore Central Booking and Intake Center	MD	SCI Smithfield	2/7/2025 19:45
261.8	Commonwealth of PA Prob & Parole, PAPP	Wayne County Criminal Justice Center	MI	SCI Camp Hill	2/3/2025 21:45
305	Commonwealth of PA Prob & Parole, PAPP	Accomack County Jail	VA	SCI Cambridge Springs	1/28/2025 1:00
1,381.50	Commonwealth of PA Prob & Parole, PAPP	Lumberton Correctional Institute	NC	SCI Smithfield	1/27/2025 22:00
422.9	Commonwealth of PA Prob & Parole, PAPP	Wake County Sheriff	NC	SCI Smithfield	2/4/2025 22:38
399.8	Commonwealth of PA Prob & Parole, PAPP	Kent County Correctional Facility	MI	SCI Smithfield	1/21/2025 11:55
525.2	Commonwealth of PA Prob & Parole, PAPP	Greenville County Jail	SC	SCI Cambridge Springs	1/24/2025 10:08
680.8	Commonwealth of PA Prob & Parole, PAPP	Cobb County Adult Detention Facility	GA	SCI Smithfield	1/20/2025 15:12
				SCI Somerseset	1/13/2025 19:27
					1/9/2025 12:58
					1/10/2025 10:53
					1/10/2025 14:36

1,055.50	Commonwealth of PA Prob & Parole, PAPP	Pinellas County Jail	FL	SCI Smithfield	12/30/2024 18:06	1/2/2025 14:28
1,200.90	Commonwealth of PA Prob & Parole, PAPP	Turner Guilford Knight Corr. Center	FL	SCI Smithfield	12/30/2024 12:15	1/2/2025 14:28
1,446.50	Commonwealth of PA Prob & Parole, PAPP	Easterling Correctional Facility	AL	SCI Smithfield	1/8/2025 14:25	1/10/2025 10:53
284.4	Commonwealth of PA Prob & Parole, PAPP	Piedmont Regional Jail	VA	SCI Smithfield	1/1/2025 15:28	1/2/2025 14:28
1,564.30	Commonwealth of PA Prob & Parole, PAPP	Arapahoe County Justice Center	CO	SCI Smithfield	12/16/2024 10:13	12/18/2024 19:15
1,047.80	Commonwealth of PA Prob & Parole, PAPP	Orange County Jail	FL	SCI Muncy	12/30/2024 22:00	1/2/2025 17:40
0	Commonwealth of PA Prob & Parole, PAPP	Bayamon 705 Correctional Institution	PR	SCI Smithfield	12/16/2024 7:47	12/18/2024 19:15
482.9	Commonwealth of PA Prob & Parole, PAPP	Onslow County Jail	NC	SCI Smithfield	12/12/2024 14:38	12/13/2024 0:07
912.8	Commonwealth of PA Dept of Corrections	Marion County Sheriff's Office	FL	SCI Camp Hill	12/13/2024 19:45	12/18/2024 21:58
980.9	Commonwealth of PA Prob & Parole, PAPP	John Polk Correctional Facility	FL	SCI Smithfield	1/7/2025 14:51	1/10/2025 10:53
1,210.00	Commonwealth of PA Prob & Parole, PAPP	Trousdale Turner Correctional Facility	TN	SCI Smithfield	1/14/2025 10:52	1/15/2025 0:56
1,421.50	Commonwealth of PA Prob & Parole, PAPP	FCI Williamsburg	SC	SCI Smithfield	12/6/2024 12:08	12/11/2024 2:22
439	Commonwealth of PA Prob & Parole, PAPP	Anthony P. Travisono Intake Service Center	RI	SCI Smithfield	12/8/2024 13:34	12/9/2024 14:23
657.2	Commonwealth of PA Prob & Parole, PAPP	Columbia County Detention Center	GA	SCI Smithfield	12/6/2024 16:44	12/11/2024 2:22
1,405.10	Commonwealth of PA Prob & Parole, PAPP	Monroe County Detention Center	FL	SCI Muncy	12/13/2024 9:46	12/19/2024 0:13
1,260.50	Commonwealth of PA Prob & Parole, PAPP	Guilford County Jail	NC	SCI Smithfield	12/12/2024 9:15	12/13/2024 0:07
552.1	Commonwealth of PA Prob & Parole, PAPP	Horry County (Reuben Long) Detention Center	SC	SCI Smithfield	12/4/2024 10:12	12/5/2024 16:26
293.1	Commonwealth of PA Prob & Parole, PAPP	Roanoke City Jail	VA	SCI Smithfield	12/4/2024 17:23	12/5/2024 16:26
331.1	Commonwealth of PA Prob & Parole, PAPP	Virginia Beach Correctional Center	VA	SCI Smithfield	11/24/2024 11:07	11/26/2024 12:29
1,178.60	Commonwealth of PA Prob & Parole, PAPP	Orleans Parish Sheriff's Office	LA	SCI Smithfield	12/1/2024 12:09	12/5/2024 16:26
2,231.10	Commonwealth of PA Prob & Parole, PAPP	Clark County Detention Facility	NV	SCI Smithfield	12/6/2024 14:49	12/11/2024 2:22
1,514.00	Commonwealth of PA Prob & Parole, PAPP	Century Correctional Institute	FL	SCI Smithfield	11/26/2024 13:43	11/28/2024 16:39
603.9	Commonwealth of PA Prob & Parole, PAPP	Barren County Detention Center	KY	SCI Smithfield	11/27/2024 14:34	11/28/2024 16:39
1,516.50	Commonwealth of PA Prob & Parole, PAPP	Boulder County Jail	CO	SCI Smithfield	11/21/2024 14:00	11/26/2024 12:29
1,265.00	Commonwealth of PA Prob & Parole, PAPP	FCI Petersburg Low	VA	SCI Smithfield	11/25/2024 8:49	11/26/2024 12:29
844.4	Commonwealth of PA Prob & Parole, PAPP	Muscooke County Jail	GA	SCI Smithfield	11/9/2024 11:30	11/10/2024 21:13
1,087.00	Commonwealth of PA Prob & Parole, PAPP	Pottawatomie County Jail	KS	SCI Smithfield	10/24/2024 14:06	10/27/2024 15:02
564.5	Commonwealth of PA Prob & Parole, PAPP	Iosco County Jail	MI	SCI Smithfield	10/26/2024 12:07	10/27/2024 15:02
1,163.50	Commonwealth of PA Prob & Parole, PAPP	Lancaster County Jail	NE	SCI Smithfield	11/5/2024 13:07	11/7/2024 12:20
1,407.50	Commonwealth of PA Prob & Parole, PAPP	Pender Correctional Institute	NC	SCI Smithfield	11/10/2024 9:35	11/10/2024 21:13
574.6	Commonwealth of PA Prob & Parole, PAPP	Cook County Sheriff's Office	IL	SCI Smithfield	10/11/2024 11:00	10/19/2024 16:52
552.8	Commonwealth of PA Prob & Parole, PAPP	Horry County (Reuben Long) Detention Center	SC	SCI Smithfield	10/19/2024 13:50	10/20/2024 2:30
2,674.90	Commonwealth of PA Prob & Parole, PAPP	Contra Costa Main Detention Facility	CA	SCI Smithfield	10/9/2024 7:40	10/16/2024 14:49
0	Commonwealth of PA Prob & Parole, PAPP	Bayamon 705 Correctional Institution	PR	SCI Smithfield	10/16/2024 11:07	10/19/2024 16:52
2,308.70	Commonwealth of PA Prob & Parole, PAPP	Clark County Detention Facility	NV	SCI Smithfield	10/10/2024 17:00	10/16/2024 14:49
1,302.50	Commonwealth of PA Prob & Parole, PAPP	Granville County Sheriff's Office	NC	SCI Smithfield	10/7/2024 11:40	10/7/2024 21:05
414.9	Commonwealth of PA Prob & Parole, PAPP	Fayette County Sheriff	IN	SCI Smithfield	10/5/2024 8:13	10/5/2024 18:48
933.2	Commonwealth of PA Prob & Parole, PAPP	Madison County Sheriff	IA	SCI Smithfield	10/13/2024 16:38	10/16/2024 14:49
1,672.00	Commonwealth of PA Prob & Parole, PAPP	FCI Coleman	FL	SCI Smithfield	10/18/2024 11:30	10/20/2024 2:30
2,708.60	Commonwealth of PA Prob & Parole, PAPP	Lane County Sheriff's Office	OR	SCI Smithfield	10/9/2024 9:00	10/16/2024 14:49
2,504.50	Commonwealth of PA Prob & Parole, PAPP	San Bernardino / West Valley Detention Center, WVD(CA	CA	SCI Smithfield	10/9/2024 20:58	10/16/2024 14:49
1,012.40	Commonwealth of PA Prob & Parole, PAPP	Osceola County Jail	FL	SCI Smithfield	9/30/2024 18:07	10/2/2024 16:41
652.5	Commonwealth of PA Prob & Parole, PAPP	Colleton County Sheriff's Office	SC	SCI Smithfield	10/1/2024 14:44	10/2/2024 16:41
1,202.00	Commonwealth of PA Prob & Parole, PAPP	USP McCreary, MCR	KY	SCI Smithfield	10/21/2024 9:30	10/22/2024 0:32
860.6	Commonwealth of PA Prob & Parole, PAPP	Lowndes County Sheriff	GA	SCI Smithfield	9/25/2024 9:15	9/27/2024 11:18
860.6	Commonwealth of PA Prob & Parole, PAPP	Lowndes County Sheriff	GA	SCI Smithfield	9/25/2024 9:15	9/27/2024 11:18
1,332.10	Commonwealth of PA Prob & Parole, PAPP	Tarrant County Correctional Center	TX	SCI Smithfield	9/17/2024 10:57	9/19/2024 23:59

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1,088.00	Commonwealth of PA Prob & Parole, PAPP	Jacksonville Correctional Center	IL	SCI Smithfield	10/5/2024 18:48
1,671.50	Commonwealth of PA Prob & Parole, PAPP	FCC Coleman, COX	FL	SCI Smithfield	11/28/2024 16:39
1,961.40	Commonwealth of PA Prob & Parole, PAPP	Salt Lake Valley Detention Center	UT	SCI Smithfield	9/19/2024 23:59
1,140.50	Commonwealth of PA Prob & Parole, PAPP	Farmington Correctional Center	MO	SCI Smithfield	10/5/2024 18:48
1,193.80	Commonwealth of PA Prob & Parole, PAPP	Lasalle Parish Jail	LA	SCI Smithfield	10/2/2024 16:41
1,496.00	Commonwealth of PA Prob & Parole, PAPP	Jackson Correctional Institution FL	FL	SCI Smithfield	10/2/2024 16:41
1,063.60	Commonwealth of PA Prob & Parole, PAPP	Pinellas County Jail	FL	SCI Smithfield	9/27/2024 23:18
647.9	Commonwealth of PA Prob & Parole, PAPP	Coos County DOC	NH	SCI Smithfield	9/16/2024 15:09
589.1	Commonwealth of PA Prob & Parole, PAPP	Clarendon Co. Correctional Center	SC	SCI Smithfield	9/13/2024 20:29
492.5	Commonwealth of PA Prob & Parole, PAPP	St Joseph County Jail	IN	SCI Smithfield	9/14/2024 17:29
385.9	Commonwealth of PA Prob & Parole, PAPP	LaPorte County Sheriff	IN	SCI Cambridge Springs	9/1/2024 17:50
821	Commonwealth of PA Prob & Parole, PAPP	Calhoun State Prison	GA	SCI Smithfield	9/27/2024 11:18
2,628.20	Commonwealth of PA Prob & Parole, PAPP	Calaveras County Sheriff	CA	SCI Smithfield	9/14/2024 17:29
416.6	Commonwealth of PA Prob & Parole, PAPP	Kenton County Detention Center	CA	SCI Smithfield	9/2/2024 11:00
1,124.90	Commonwealth of PA Prob & Parole, PAPP	Douglas County Jail	KY	SCI Smithfield	9/2/2024 11:00
1,910.20	Commonwealth of PA Prob & Parole, PAPP	El Paso County Jail	MN	SCI Smithfield	8/29/2024 8:35
430.3	Commonwealth of PA Prob & Parole, PAPP	MacOMB County Jail	TX	SCI Smithfield	8/21/2024 17:00
1,568.50	Commonwealth of PA Prob & Parole, PAPP	Columbia Correctional Institution	MI	SCI Smithfield	8/26/2024 15:45
669.8	Commonwealth of PA Prob & Parole, PAPP	Fulton County Jail	FL	SCI Smithfield	8/26/2024 15:45
0	Commonwealth of PA Prob & Parole, PAPP	Bayamon 705 Correctional Institution	GA	SCI Smithfield	8/30/2024 11:15
			PR	SCI Smithfield	8/19/2024 21:54
					8/26/2024 15:45

\$ 525,206.59

11/27/2024 11:03 AM

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Invoice List - Johnson Co, MO

Distance	Customer Name	Total Cost	Collection Location	Collection	Delivery Location	Actual Collection Time	Actual Delivery Time
739.1	New Century Operations - Johnson County		Bexar County Adult Det Center	TX	Johnson County Central Booking Facil	7/24/2025 11:43	7/27/2025 17:32
257.3	New Century Operations - Johnson County		St. Louis County Jail	MO	Johnson County Central Booking Facil	7/23/2025 11:03	7/23/2025 21:16
1,057.00	New Century Operations - Johnson County		Salt Lake Valley Detention Center	UT	Johnson County Central Booking Facil	7/29/2025 17:16	7/30/2025 22:23
786.4	New Century Operations - Johnson County		Jefferson Parish Correctional Center	LA	Johnson County Central Booking Facil	7/29/2009 21:04	8/2/2025 2:30
1,056.50	New Century Operations - Johnson County		Salt Lake Valley Detention Center	UT	Johnson County Juvenile Intake	7/28/2025 11:00	7/28/2025 19:50
206.1	New Century Operations - Johnson County		Lancaster County Jail	NE	Johnson County Central Booking Facil	7/24/2025 12:46	7/24/2025 16:49
277.8	New Century Operations - Johnson County		St. Clair County Jail	IL	Johnson County Central Booking Facil	7/23/2025 9:22	7/23/2025 21:16
565.4	New Century Operations - Johnson County		El Paso County Jail	CO	Johnson County Central Booking Facil	7/17/2025 19:35	7/18/2025 15:45
373.8	New Century Operations - Johnson County		Woodford County Sheriff	IL	Johnson County Central Booking Facil	7/21/2025 14:16	7/21/2025 18:00
741.6	New Century Operations - Johnson County		Wayne County Criminal Justice Center	MI	Johnson County Central Booking Facil	7/24/2025 11:29	7/25/2025 19:58
586.6	New Century Operations - Johnson County		Denver City Jail	CO	Johnson County Central Booking Facil	7/17/2025 12:58	7/18/2025 15:45
1,065.90	New Century Operations - Johnson County		Pamunkey Regional Jail	VA	Johnson County Central Booking Facil	7/22/2025 14:47	7/25/2025 19:58
803.4	New Century Operations - Johnson County		Muskegon County Jail	GA	Johnson County Central Booking Facil	7/18/2025 18:47	7/25/2025 19:58
340.6	New Century Operations - Johnson County		Canadian County Sheriff	OK	Johnson County Central Booking Facil	7/10/2025 20:39	7/11/2025 3:04
283	New Century Operations - Johnson County		Charles E. Johnson Correctional Center	OK	Johnson County Central Booking Facil	7/18/2025 14:07	7/19/2025 14:28
922.9	New Century Operations - Johnson County		York County Sheriff	SC	Johnson County Central Booking Facil	7/13/2025 16:43	7/15/2025 19:54
244.6	New Century Operations - Johnson County		St. Charles Department of Corrections	MO	Johnson County Central Booking Facil	7/6/2025 13:02	7/6/2025 19:06
368.2	New Century Operations - Johnson County		Red Willow County Sheriff	NE	Johnson County Central Booking Facil	7/9/2025 17:09	7/10/2025 20:53
654.4	New Century Operations - Johnson County		Chaffee County Sheriff	CO	Johnson County Central Booking Facil	7/17/2025 16:36	7/18/2025 15:45
1,098.30	New Century Operations - Johnson County		Oswego County Jail	NY	Johnson County Central Booking Facil	7/10/2025 16:33	7/13/2025 13:59
605.2	New Century Operations - Johnson County		Miami County Jail	OH	Johnson County Central Booking Facil	7/2/2025 16:51	7/3/2025 17:51
603.4	New Century Operations - Johnson County		Colorado Territorial Correctional Facility	CO	Johnson County Central Booking Facil	7/9/2025 10:14	7/10/2025 20:53
343.4	New Century Operations - Johnson County		FCI El Reno	OK	Johnson County Central Booking Facil	7/10/2025 14:28	7/11/2025 3:04
685.7	New Century Operations - Johnson County		Harris County Jail	TX	Johnson County Central Booking Facil	6/26/2025 19:13	6/30/2025 10:21
741.6	New Century Operations - Johnson County		Wayne County Criminal Justice Center	MI	Johnson County Central Booking Facil	7/2/2025 12:42	7/3/2025 17:51
1,258.30	New Century Operations - Johnson County		Suffolk County Riverhead Correctional Facility	NY	Johnson County Central Booking Facil	7/4/2025 15:10	7/6/2025 19:06
545.3	New Century Operations - Johnson County		Milwaukee County Jail	WI	Johnson County Central Booking Facil	7/1/2025 9:00	7/2/2025 18:10
164.2	New Century Operations - Johnson County		Greene County Jail	MO	Johnson County Central Booking Facil	7/4/2025 13:47	7/4/2025 18:58
1,495.30	New Century Operations - Johnson County		San Diego Central Jail, SDCJ	CA	Johnson County Central Booking Facil	6/24/2025 13:04	6/29/2025 21:41
502	New Century Operations - Johnson County		Missouri DOC - Womens Eastern Region CDC	MO	Johnson County Central Booking Facil	6/20/2025 11:53	6/20/2025 16:13
733.8	New Century Operations - Johnson County		Galveston County Sheriff's Office	TX	Johnson County Central Booking Facil	6/26/2025 16:51	6/30/2025 22:21
685.7	New Century Operations - Johnson County		Harris County Jail	TX	Johnson County Central Booking Facil	6/26/2025 20:13	6/30/2025 10:21
333.1	New Century Operations - Johnson County		Marion County Sheriff	IL	Johnson County Central Booking Facil	6/18/2025 11:04	6/18/2025 18:05
194.7	New Century Operations - Johnson County		Shelby County Jail	MO	Johnson County Central Booking Facil	6/23/2025 9:56	6/23/2025 15:17
1,485.90	New Century Operations - Johnson County		Mineral County Sheriff	NV	Johnson County Central Booking Facil	6/26/2025 18:24	6/29/2025 21:41
776.7	New Century Operations - Johnson County		Belmont County Sheriff	OH	Johnson County Central Booking Facil	6/17/2025 15:12	6/18/2025 18:05
343.4	New Century Operations - Johnson County		Johnson County Central Booking Facility	KS	FCI El Reno	6/16/2025 18:20	6/18/2025 9:44
1,192.00	New Century Operations - Johnson County		Eric M Taylor Center (EMTC)	NY	Johnson County Central Booking Facil	6/15/2025 14:21	6/18/2025 18:05
454	New Century Operations - Johnson County		Hennepin County Public Safety Facility	MN	Johnson County Central Booking Facil	6/19/2025 9:13	6/19/2025 19:16
781.4	New Century Operations - Johnson County		Forsyth County Jail	GA	Johnson County Central Booking Facil	6/19/2025 13:22	6/23/2025 15:17
1,192.00	New Century Operations - Johnson County		Eric M Taylor Center (EMTC)	NY	Johnson County Central Booking Facil	6/15/2025 14:21	6/18/2025 18:05
406.4	New Century Operations - Johnson County		Tucker Unit	AR	Johnson County Central Booking Facil	6/19/2025 19:06	6/20/2025 18:10
423.6	New Century Operations - Johnson County		St. Francis County Sheriff	AR	Johnson County Central Booking Facil	6/4/2025 9:02	6/6/2025 16:21
1,423.10	New Century Operations - Johnson County		York County Jail	ME	Johnson County Central Booking Facil	6/16/2025 8:34	6/18/2025 18:05
1,760.10	New Century Operations - Johnson County		Jackson County Jail	OR	Johnson County Central Booking Facil	6/10/2025 10:59	6/14/2025 11:08
803.4	New Century Operations - Johnson County		Muskegon County Jail	GA	Johnson County Central Booking Facil	6/10/2025 9:00	6/11/2025 23:29
523.2	New Century Operations - Johnson County		Hardin County Sheriff	TN	Johnson County Central Booking Facil	6/11/2025 10:44	6/11/2025 23:29
1,192.00	New Century Operations - Johnson County		Eric M Taylor Center (EMTC)	NY	Johnson County Central Booking Facil	6/2/2025 17:22	6/6/2025 14:56

1,184.40	New Century Operations - Johnson County	FL	Orient Road Jail	Johnson County Central Booking Facility	6/9/2025 11:03	6/11/2025 23:29
677.2	New Century Operations - Johnson County	OH	Wood County Sheriff	Johnson County Central Booking Facility	6/4/2025 8:07	6/6/2025 13:21
492.5	New Century Operations - Johnson County	TX	FMC Carswell	Johnson County Central Booking Facility	6/11/2025 11:24	6/12/2025 4:27
572.6	New Century Operations - Johnson County	WI	Waupaca County Jail	Johnson County Central Booking Facility	6/5/2025 8:54	6/6/2025 13:21
430.5	New Century Operations - Johnson County	KS	New Century Adult Detention Center	Federal Correctional Institute	6/2/2025 16:34	6/3/2025 15:07
637.8	New Century Operations - Johnson County	MI	Calhoun County Jail	Johnson County Central Booking Facility	5/31/2025 10:28	6/1/2025 16:16
201.9	New Century Operations - Johnson County	OK	Rogers County Jail	Johnson County Central Booking Facility	6/1/2025 11:54	6/2/2025 22:41
639.4	New Century Operations - Johnson County	OH	Allen Correctional Institution	Johnson County Central Booking Facility	5/22/2025 9:45	5/22/2025 22:07
194.2	New Century Operations - Johnson County	NE	Sarpy County Law Enforcement Center	Johnson County Central Booking Facility	5/20/2025 9:41	5/20/2025 13:32
1,485.90	New Century Operations - Johnson County	NV	Mineral County Sheriff	Johnson County Central Booking Facility		
837.4	New Century Operations - Johnson County	TX	Val Verde County Sheriff's Office	Johnson County Central Booking Facility	5/8/2025 22:39	5/10/2025 23:49
598.3	New Century Operations - Johnson County	CO	Jefferson County Sheriff	Johnson County Central Booking Facility	5/3/2025 13:13	5/4/2025 20:51
530	New Century Operations - Johnson County	TX	Dallas County Jail/ Lew Sterrett Justice Center	Johnson County Central Booking Facility	5/10/2025 1:13	5/10/2025 23:49
496.7	New Century Operations - Johnson County	WI	Juneau County Sheriff	Johnson County Central Booking Facility	5/11/2025 8:46	5/11/2025 17:46
196	New Century Operations - Johnson County	NE	Douglas County Corrections	Johnson County Central Booking Facility	5/4/2025 14:58	5/4/2025 20:51
1,167.30	New Century Operations - Johnson County	AZ	Maricopa County Jail - Watkins	Johnson County Central Booking Facility		
874.7	New Century Operations - Johnson County	FL	Holmes County Jail	Johnson County Central Booking Facility	5/9/2025 8:54	5/11/2025 21:50
221.9	New Century Operations - Johnson County	AR	Washington County Detention Center	Johnson County Central Booking Facility	5/4/2025 7:31	5/4/2025 11:51
499	New Century Operations - Johnson County	IL	Cook County Sheriff's Office	Johnson County Central Booking Facility	4/25/2025 13:10	4/26/2025 13:35
430.1	New Century Operations - Johnson County	KS	New Century Adult Detention Center	FCC Forrest City - Low/ John P Yates C	5/1/2025 10:06	5/2/2025 9:31
430.5	New Century Operations - Johnson County	KS	New Century Adult Detention Center	Federal Correctional Institute	5/1/2025 10:06	5/2/2025 9:31
462	New Century Operations - Johnson County	MO	Southeast Correctional Center	Johnson County Central Booking Facility	5/3/2025 9:28	5/4/2025 11:51
431.9	New Century Operations - Johnson County	TN	Shelby County Sheriff's Office	Johnson County Central Booking Facility	4/20/2025 17:50	4/20/2025 22:19
617.2	New Century Operations - Johnson County	OH	Clarmon County Sheriff's Office	Johnson County Central Booking Facility	4/18/2025 13:52	4/21/2025 22:19
975.8	New Century Operations - Johnson County	SC	Kershaw Correctional Institution	Johnson County Central Booking Facility	4/28/2025 8:36	4/30/2025 13:34
343.4	New Century Operations - Johnson County	OK	FCI El Reno	Johnson County Central Booking Facility	4/15/2025 9:36	4/15/2025 16:27
712.5	New Century Operations - Johnson County	TX	Huntsville (Walt) Unit	Johnson County Central Booking Facility	4/23/2025 10:26	4/24/2025 19:30
468	New Century Operations - Johnson County	TX	Dallas County Jail/ Lew Sterrett Justice Center	Johnson County Central Booking Facility	4/14/2025 20:27	4/15/2025 16:27
1,292.10	New Century Operations - Johnson County	FL	Lee County Jail/ Ortiz Facility	Johnson County Central Booking Facility	4/8/2025 13:46	4/11/2025 10:03
853.4	New Century Operations - Johnson County	FL	Okaloosa County Dept of Corrections	Johnson County Central Booking Facility	4/9/2025 16:41	4/11/2025 10:03
236.6	New Century Operations - Johnson County	OK	Wagoner County Sheriff's Office	Johnson County Central Booking Facility	4/3/2025 10:07	3/8/2025 15:04
569.3	New Century Operations - Johnson County	CO	Douglas County Sheriff	Johnson County Central Booking Facility	4/6/2025 10:41	4/8/2025 17:13
147	New Century Operations - Johnson County	KS	New Century Adult Detention Center	Clarinda Correctional Facility	4/2/2025 9:34	4/2/2025 12:35
196	New Century Operations - Johnson County	NE	Douglas County Corrections	Johnson County Central Booking Facility	3/29/2025 23:50	3/30/2025 23:50
224.1	New Century Operations - Johnson County	IA	Harrison County Jail	Johnson County Central Booking Facility	3/29/2025 17:08	3/30/2025 23:50
791.4	New Century Operations - Johnson County	GA	Fulton County Jail	Johnson County Central Booking Facility	4/1/2025 18:07	4/5/2025 20:55
806.9	New Century Operations - Johnson County	GA	Clayton County Jail	Johnson County Central Booking Facility	4/1/2025 16:52	4/5/2025 20:55
517.2	New Century Operations - Johnson County	IN	Shelby County Jail	Johnson County Central Booking Facility	3/29/2025 7:56	3/29/2025 18:24
423.4	New Century Operations - Johnson County	AR	Crittendon County Detention Center	Johnson County Central Booking Facility	3/25/2025 10:01	3/27/2025 18:47
219.7	New Century Operations - Johnson County	OK	David L. Moss Criminal Justice Center	Johnson County Central Booking Facility	3/26/2025 15:35	3/26/2025 21:18
219.7	New Century Operations - Johnson County	OK	David L. Moss Criminal Justice Center	Johnson County Central Booking Facility	3/26/2025 15:35	3/26/2025 21:18
619	New Century Operations - Johnson County	WI	Stanley Correctional Institution	Johnson County Central Booking Facility	4/22/2025 8:33	4/23/2025 11:57
1,317.10	New Century Operations - Johnson County	MT	Ravalli County Sheriff's Office	Johnson County Central Booking Facility	3/22/2025 16:07	3/25/2025 22:59
688.5	New Century Operations - Johnson County	LA	South Louisiana Correctional Center	Johnson County Central Booking Facility	3/27/2025 11:29	3/27/2025 18:47
1,701.00	New Century Operations - Johnson County	CA	Shasta County Jail	Johnson County Central Booking Facility	3/19/2025 12:56	3/25/2025 0:13
872.3	New Century Operations - Johnson County	TX	Maverick County Sheriff's Office	Johnson County Central Booking Facility	3/20/2025 14:03	3/23/2025 13:21
646.3	New Century Operations - Johnson County	TX	Montgomery County Sheriff	Johnson County Central Booking Facility	3/19/2025 10:17	3/23/2025 13:21
1,162.30	New Century Operations - Johnson County	NJ	Middlesex County Jail	Johnson County Central Booking Facility	3/21/2025 8:37	3/22/2025 18:31
433.7	New Century Operations - Johnson County	KS	New Century Adult Detention Center	USP Terre Haute	3/13/2025 10:07	3/14/2025 9:05

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1,174.30 New Century Operations - Johnson County	25	Santa Cruz County Jail	AZ	Johnson County Central Booking Facil	3/14/2025 13:02	3/16/2025 11:47
426 New Century Operations - Johnson County	26	Federal Correctional Institute	AR	Johnson County Central Booking Facil	3/25/2025 8:45	3/27/2025 18:47
282 New Century Operations - Johnson County	27	Northeast Correctional Center	MO	Johnson County Central Booking Facil	3/14/2025 9:33	3/14/2025 13:37
1,389.80 New Century Operations - Johnson County	28	Turner Guilford Knight Corr. Center	FL	Johnson County Central Booking Facil	2/27/2025 9:50	3/2/2025 23:44
569.5 New Century Operations - Johnson County	29	Federal Correctional Institute	AR	Johnson County Central Booking Facil	3/7/2025 8:55	3/7/2025 17:23
709.7 New Century Operations - Johnson County	30	Forrest County Sheriff's Office	MS	Johnson County Central Booking Facil	3/1/2025 8:57	3/2/2025 23:44
434.2 New Century Operations - Johnson County	31	Collin County Sheriff Department	TX	Johnson County Central Booking Facil	3/4/2025 19:51	3/5/2025 21:10
1,389.80 New Century Operations - Johnson County	32	Turner Guilford Knight Corr. Center	FL	Johnson County Central Booking Facil	2/27/2025 21:50	3/2/2025 23:44
1,065.90 New Century Operations - Johnson County	33	Pamunkey Regional Jail	VA	Johnson County Central Booking Facil	2/21/2025 16:31	2/24/2025 15:52
980 New Century Operations - Johnson County	34	FCI Marianna	FL	Johnson County Central Booking Facil	3/7/2025 12:03	3/9/2025 3:54
613.3 New Century Operations - Johnson County	35	New Century Adult Detention Center	KS	USP Pollock	3/2/2025 9:16	3/3/2025 13:32
1,148.20 New Century Operations - Johnson County	36	Pima County Jail	AZ	Johnson County Central Booking Facil	2/27/2025 20:51	3/3/2025 13:49
426.8 New Century Operations - Johnson County	37	Beckham County Sheriff	OK	Johnson County Central Booking Facil	2/14/2025 8:49	2/15/2025 18:42
166.8 New Century Operations - Johnson County	38	Montgomery County Sheriff	IA	Johnson County Central Booking Facil	2/24/2025 12:24	2/24/2025 15:25
685.6 New Century Operations - Johnson County	39	Harris County Jail	TX	Johnson County Central Booking Facil	2/14/2025 10:33	2/15/2025 19:13
423.1 New Century Operations - Johnson County	40	Crittenden County Sheriff	AR	Johnson County Central Booking Facil	2/20/2025 11:30	2/20/2025 21:30
711.7 New Century Operations - Johnson County	41	Eagle County Sheriff's Office	CO	Johnson County Central Booking Facil	2/22/2025 15:59	2/23/2025 20:57
1,292.10 New Century Operations - Johnson County	42	Lee County Jail/ Ortiz Facility	FL	Johnson County Central Booking Facil	2/18/2025 9:48	2/20/2025 21:30
1,314.10 New Century Operations - Johnson County	43	Clark County Detention Facility	NV	Johnson County Central Booking Facil	2/20/2025 10:39	2/23/2025 20:57
433.7 New Century Operations - Johnson County	44	New Century Adult Detention Center	KS	USP Terre Haute	2/8/2025 11:49	2/10/2025 7:13
902.7 New Century Operations - Johnson County	45	Greenwood County Detention Center	SC	Johnson County Central Booking Facil	2/19/2025 11:15	2/20/2025 21:30
617.2 New Century Operations - Johnson County	46	Clarmont County Sheriff's Office	OH	Johnson County Central Booking Facil	2/7/2025 10:04	2/9/2025 14:00
706.5 New Century Operations - Johnson County	47	USP Pollock	LA	Johnson County Central Booking Facil	4/12/2025 11:27	4/3/2025 15:04
523.2 New Century Operations - Johnson County	48	Clark County Jail	IN	Johnson County Central Booking Facil	2/7/2025 14:08	2/9/2025 14:00
206 New Century Operations - Johnson County	49	Lancaster County Jail	NE	Johnson County Central Booking Facil	1/29/2025 11:21	1/29/2025 16:38
1,064.80 New Century Operations - Johnson County	50	Juab County Sheriff	UT	Johnson County Central Booking Facil	2/6/2025 11:00	2/8/2025 12:29
1,064.80 New Century Operations - Johnson County	51	Juab County Sheriff	UT	Johnson County Central Booking Facil	2/5/2025 13:00	2/8/2025 13:44
586.5 New Century Operations - Johnson County	52	Denver City Jail	CO	Johnson County Central Booking Facil	1/31/2025 14:24	2/1/2025 12:16
964.2 New Century Operations - Johnson County	53	Erie County Jail	NY	Johnson County Central Booking Facil	1/29/2025 9:40	1/30/2025 15:02
387.7 New Century Operations - Johnson County	54	Garland County Detention Center	AR	Johnson County Central Booking Facil	1/28/2025 18:49	1/29/2025 16:13
581.6 New Century Operations - Johnson County	55	Las Animas County Sheriff	CO	Johnson County Central Booking Facil	1/28/2025 12:24	1/29/2025 19:32
732.9 New Century Operations - Johnson County	56	Genesee County Sheriff's Dept	MI	Johnson County Central Booking Facil	1/23/2025 8:32	1/24/2025 17:47
456.4 New Century Operations - Johnson County	57	Denton County Jail	TX	Johnson County Central Booking Facil	1/23/2025 16:45	1/24/2025 18:34
363.6 New Century Operations - Johnson County	58	Stoddard County Sheriff	MO	Johnson County Central Booking Facil	1/16/2025 16:00	1/17/2025 19:00
414.5 New Century Operations - Johnson County	59	FCI Pekin, PEK	IL	Johnson County Central Booking Facil	1/17/2025 8:14	1/18/2025 17:09
545.3 New Century Operations - Johnson County	60	Milwaukee County Jail	WI	Johnson County Central Booking Facil	1/16/2025 12:29	1/18/2025 17:09
1,469.70 New Century Operations - Johnson County	61	San Bernardino / West Valley Detention Center, WVDC CA	CA	Johnson County Central Booking Facil	1/21/2025 8:33	1/24/2025 19:13
989.9 New Century Operations - Johnson County	62	Navajo County Jail	AZ	Johnson County Central Booking Facil	1/11/2025 7:14	1/13/2025 13:45
219.7 New Century Operations - Johnson County	63	Tulsa County Jail/ David L Moss CJC	OK	Johnson County Central Booking Facil	1/11/2025 11:43	1/11/2025 11:43
461.3 New Century Operations - Johnson County	64	New Century Adult Detention Center	KS	Federal Correctional Institute	1/12/2025 13:00	1/13/2025 13:00
301.2 New Century Operations - Johnson County	65	Macoupin County Jail	IL	Johnson County Central Booking Facil	1/7/2025 11:09	1/7/2025 19:31
739.1 New Century Operations - Johnson County	66	Bexar County Adult Det Center	TX	Johnson County Central Booking Facil	1/8/2025 14:13	1/11/2025 11:42
1,890.70 New Century Operations - Johnson County	67	Kitsap County Detention Center	WA	Johnson County Central Booking Facil	1/16/2025 11:39	1/20/2025 19:54
499 New Century Operations - Johnson County	68	Cook County Sheriff's Office	IL	Johnson County Central Booking Facil	1/6/2025 17:41	1/7/2025 23:30
1,167.30 New Century Operations - Johnson County	69	Maricopa County Jail - Watkins	AZ	Johnson County Central Booking Facil	1/11/2025 11:38	1/13/2025 13:45
1,389.80 New Century Operations - Johnson County	70	Turner Guilford Knight Corr. Center	FL	Johnson County Central Booking Facil	1/7/2025 21:03	1/11/2025 23:12
460.5 New Century Operations - Johnson County	71	Southeast Correctional Center	MO	Johnson County Central Booking Facil	1/8/2025 7:50	1/8/2025 14:24
907.1 New Century Operations - Johnson County	72	El Paso County Jail	TX	Johnson County Central Booking Facil	12/31/2024 8:36	1/3/2025 19:57
340.4 New Century Operations - Johnson County	73	Meade County Sheriff	KS	Johnson County Central Booking Facil	12/31/2024 9:02	12/31/2025 17:35

851 New Century Operations - Johnson County	FCI Beckley	WV	Johnson County Central Booking Facil	1/15/2025 13:30	1/17/2025 19:00
468 New Century Operations - Johnson County	Dallas County Jail/ Lew Sterrett Justice Center	TX	Johnson County Central Booking Facil	12/21/2024 11:31	12/22/2024 15:27
426.9 New Century Operations - Johnson County	USP Terre Haute	IN	Johnson County Central Booking Facil	1/6/2025 9:18	1/7/2025 19:31
146.5 New Century Operations - Johnson County	Clarinda Correctional Facility	IA	Johnson County Central Booking Facil	1/7/2025 19:04	1/7/2025 23:30
1,130.60 New Century Operations - Johnson County	Pinal County Sheriff	AZ	Johnson County Central Booking Facil	12/20/2024 15:52	12/22/2024 20:31
670.4 New Century Operations - Johnson County	New Century Adult Detention Center	KS	USP McCreary, MCR	1/1/2025 8:42	1/3/2025 10:46
147 New Century Operations - Johnson County	New Century Adult Detention Center	KS	Clarinda Correctional Facility	12/19/2024 13:34	12/19/2024 16:50
282.1 New Century Operations - Johnson County	New Century Adult Detention Center	KS	Iowa State DOC	12/19/2024 13:24	12/19/2024 20:30
680.5 New Century Operations - Johnson County	Wyandot County Sheriff	OH	Johnson County Central Booking Facil	12/13/2024 9:07	12/13/2024 21:08
337.7 New Century Operations - Johnson County	Pontotoc County Sheriff	OK	Johnson County Central Booking Facil	12/22/2024 11:16	12/22/2024 20:31
454 New Century Operations - Johnson County	Hennepin County Public Safety Facility	MN	Johnson County Central Booking Facil	12/18/2024 9:27	12/19/2024 12:37
628.4 New Century Operations - Johnson County	Johnson County Central Booking Facility	KS	FCI Aliceville, ALI	12/10/2024 10:08	12/11/2024 10:34
685.7 New Century Operations - Johnson County	Harris County Jail	TX	Johnson County Central Booking Facil	12/20/2024 11:08	12/22/2024 15:27
212.1 New Century Operations - Johnson County	Dallas County Jail	IA	Johnson County Central Booking Facil	12/7/2024 16:53	12/8/2024 14:25
324.6 New Century Operations - Johnson County	Oklahoma County Detention Center	OK	Johnson County Central Booking Facil	12/14/2024 15:08	12/16/2024 20:36
947.7 New Century Operations - Johnson County	Clearfield County Jail	PA	Johnson County Central Booking Facil	12/9/2024 12:37	12/12/2024 14:50
1,041.40 New Century Operations - Johnson County	Harnett County Sheriff	NC	Johnson County Central Booking Facil	12/14/2024 8:13	12/16/2024 16:36
468 New Century Operations - Johnson County	Dallas County Jail/ Lew Sterrett Justice Center	TX	Johnson County Central Booking Facil	12/2/2024 10:48	12/5/2024 1:47
1,758.60 New Century Operations - Johnson County	Clark County Detention Center	WA	Johnson County Central Booking Facil	12/8/2024 12:26	12/12/2024 13:17
426 New Century Operations - Johnson County	Federal Correctional Institute	AR	Johnson County Central Booking Facil	12/16/2024 10:13	12/16/2024 20:36
487.7 New Century Operations - Johnson County	Tarrant County Correctional Center	TX	Johnson County Central Booking Facil	12/2/2024 9:19	12/5/2024 1:47
1,231.40 New Century Operations - Johnson County	Albany Count Correctional Facility	NY	Johnson County Central Booking Facil	12/8/2024 20:32	12/12/2024 14:50
551.7 New Century Operations - Johnson County	Ouachita Parish Sheriff	LA	Johnson County Central Booking Facil	11/23/2024 19:25	11/25/2024 13:39
1,109.50 New Century Operations - Johnson County	St. John's County Jail	FL	Johnson County Central Booking Facil	12/5/2024 11:17	12/8/2024 14:11
462.5 New Century Operations - Johnson County	Wichita County Jail	TX	Johnson County Central Booking Facil	11/23/2024 8:48	11/25/2024 13:39
378.4 New Century Operations - Johnson County	Pulaski County Jail	AR	Johnson County Central Booking Facil	11/22/2024 14:30	11/23/2024 16:15
766.2 New Century Operations - Johnson County	Sandoval County Detention Center	NM	Johnson County Central Booking Facil	11/17/2024 19:13	11/19/2024 20:03
196.8 New Century Operations - Johnson County	Benton County Jail	AR	Johnson County Central Booking Facil	11/14/2024 7:02	11/14/2024 11:52
739.6 New Century Operations - Johnson County	Polk County Sheriff	GA	Johnson County Central Booking Facil	11/22/2024 15:45	11/23/2024 16:15
420.1 New Century Operations - Johnson County	Texas County Sheriff Office	OK	Johnson County Central Booking Facil	11/18/2024 23:40	11/18/2024 20:45
1,010.40 New Century Operations - Johnson County	Loudoun County Sheriff	VA	Johnson County Central Booking Facil	11/13/2024 19:22	11/15/2024 15:07
267.3 New Century Operations - Johnson County	Crawford County Sheriff	AR	Johnson County Central Booking Facil	11/4/2024 7:35	11/14/2024 11:52
744.6 New Century Operations - Johnson County	Oakland County Sheriff	MI	Johnson County Central Booking Facil	11/17/2024 19:19	11/19/2024 22:03
726.1 New Century Operations - Johnson County	Livingston Parish Detention Center	LA	Johnson County Central Booking Facil	11/2/2024 23:27	11/2/2024 20:53
468 New Century Operations - Johnson County	Dallas County Jail/ Lew Sterrett Justice Center	TX	Johnson County Central Booking Facil	11/1/2024 14:00	11/1/2024 23:00
413.7 New Century Operations - Johnson County	New Century Adult Detention Center	KS	Illinois DOC Robinson Correctional C	11/2/2024 9:59	11/2/2024 20:03
544 New Century Operations - Johnson County	Parker County Jail	TX	Johnson County Central Booking Facil	10/24/2024 13:37	10/27/2024 19:25
803.5 New Century Operations - Johnson County	Refugio County Jail	TX	Johnson County Central Booking Facil	10/24/2024 15:30	10/24/2024 23:00
276.9 New Century Operations - Johnson County	Kiowa County Sheriff	KS	Johnson County Central Booking Facil	10/31/2024 18:06	11/2/2024 14:56
550 New Century Operations - Johnson County	Nashville Police Department	TN	Johnson County Central Booking Facil	11/1/2024 11:54	11/3/2024 1:11
385 New Century Operations - Johnson County	Perry County Sheriff	MO	Johnson County Central Booking Facil	10/22/2024 9:47	10/23/2024 14:15
545.3 New Century Operations - Johnson County	Milwaukee County Jail	WI	Johnson County Central Booking Facil	10/30/2024 11:27	11/2/2024 13:56
836.9 New Century Operations - Johnson County	Oconee County Sheriff	SC	Johnson County Central Booking Facil	10/21/2024 11:05	10/23/2024 14:15
455.1 New Century Operations - Johnson County	Ramsey County Jail	MIN	Johnson County Central Booking Facil	11/1/2024 10:49	11/2/2024 14:56
597.5 New Century Operations - Johnson County	Kentucky Correctional Institute for Women	KY	Johnson County Central Booking Facil	11/12/2024 10:30	11/15/2024 15:07
1,131.00 New Century Operations - Johnson County	SCI Munck	PA	Johnson County Central Booking Facil	10/22/2024 9:47	10/24/2024 14:15
545.3 New Century Operations - Johnson County	Milwaukee County Jail	WI	Johnson County Central Booking Facil	10/22/2024 21:27	10/24/2024 9:13
495.7 New Century Operations - Johnson County	Marion County Jail	IN	Johnson County Central Booking Facil	10/20/2024 10:45	10/20/2024 22:02
500.2 New Century Operations - Johnson County	New Century Adult Detention Center	KS	Minnesota Correctional Facility		

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246.3 New Century Operations - Johnson County	Boone County Sheriff	AR	Johnson County Central Booking Faci	10/10/2024 15:02	10/11/2024 19:46
1,079.40 New Century Operations - Johnson County	Horry County (Reuben Long) Detention Center	SC	Johnson County Central Booking Faci	10/19/2024 13:50	10/22/2024 16:18
892.5 New Century Operations - Johnson County	Webb County Jail	TX	Johnson County Central Booking Faci	10/13/2024 11:30	10/14/2024 18:30
892.5 New Century Operations - Johnson County	Webb County Jail	TX	Johnson County Central Booking Faci	10/13/2024 11:30	10/14/2024 18:30
648.9 New Century Operations - Johnson County	Kent County Correctional Facility	MI	Johnson County Central Booking Faci	10/9/2024 9:11	10/10/2024 13:56
648.9 New Century Operations - Johnson County	Kent County Correctional Facility	MI	Johnson County Central Booking Faci	10/7/2024 13:25	10/8/2024 22:50
520.6 New Century Operations - Johnson County	Harrison County Sheriff's Office	TX	Johnson County Central Booking Faci	10/10/2024 8:48	10/11/2024 19:46
487 New Century Operations - Johnson County	Tripp County Jail	SD	Johnson County Central Booking Faci	10/18/2024 15:57	10/19/2024 15:59
1,184.40 New Century Operations - Johnson County	Hillsborough County Jail	FL	Johnson County Central Booking Faci	10/17/2024 13:35	10/22/2024 16:18
1,486.20 New Century Operations - Johnson County	San Diego Central Jail, SDCJ	CA	Johnson County Central Booking Faci	10/5/2024 14:30	10/8/2024 22:00
1,229.20 New Century Operations - Johnson County	George R. Vierno Center (GRVC)	NY	Johnson County Central Booking Faci	10/4/2024 0:06	10/5/2024 19:52
1,382.70 New Century Operations - Johnson County	Nashua Street Jail	MA	Johnson County Central Booking Faci	10/3/2024 17:32	10/5/2024 19:52
285.5 New Century Operations - Johnson County	Oklahoma DOC - Jess Dunn Correctional Facility	OK	Johnson County Central Booking Faci	9/25/2024 14:30	9/25/2024 20:45
374.6 New Century Operations - Johnson County	McClean County Detention	IL	Johnson County Central Booking Faci	9/25/2024 16:39	9/26/2024 13:19
499 New Century Operations - Johnson County	Cook County Sheriff's Office	IL	Johnson County Central Booking Faci	9/25/2024 12:05	9/26/2024 13:19
196.9 New Century Operations - Johnson County	Mayes County Jail	OK	Johnson County Central Booking Faci	9/28/2024 21:26	9/29/2024 21:00
475.5 New Century Operations - Johnson County	New Century Adult Detention Center	KS	FCI Seagoville	9/22/2024 10:33	9/23/2024 9:15
216.9 New Century Operations - Johnson County	Polk County Jail	IA	Johnson County Central Booking Faci	9/25/2024 9:53	9/26/2024 13:19
710.4 New Century Operations - Johnson County	Guadalupe County Sheriff	TX	Johnson County Central Booking Faci	9/24/2024 7:35	9/26/2024 20:50
462.3 New Century Operations - Johnson County	Davies County Detention Center	KY	Johnson County Central Booking Faci	9/16/2024 13:48	9/18/2024 14:10
561.8 New Century Operations - Johnson County	Limestone County Sheriff	TX	Johnson County Central Booking Faci	9/12/2024 15:00	9/13/2024 23:13
648.9 New Century Operations - Johnson County	Kent County Sheriff	MI	Johnson County Central Booking Faci	9/16/2024 13:25	9/18/2024 22:33
466.5 New Century Operations - Johnson County	Will County Adult Detention Facility	IL	Johnson County Central Booking Faci	9/17/2024 16:20	9/18/2024 22:33
458 New Century Operations - Johnson County	Hennepin County Public Safety Facility	MN	Johnson County Central Booking Faci	9/8/2024 8:47	9/8/2024 19:20
1,743.90 New Century Operations - Johnson County	Trinity County Sheriff	CA	Johnson County Central Booking Faci	9/14/2024 11:39	9/17/2024 15:50
462.3 New Century Operations - Johnson County	Davies County Detention Center	KY	Johnson County Central Booking Faci	9/7/2024 13:00	9/8/2024 15:00
299 New Century Operations - Johnson County	Ste Genevieve County Jail	MO	Johnson County Central Booking Faci	9/7/2024 18:00	9/8/2024 15:00
347.3 New Century Operations - Johnson County	Faulkner County Jail	AR	Johnson County Central Booking Faci	9/9/2024 12:31	9/10/2024 14:07
566.1 New Century Operations - Johnson County	Kosciusko County Jail	IN	Johnson County Central Booking Faci	9/17/2024 16:05	9/18/2024 23:41
617.6 New Century Operations - Johnson County	Johnson County Central Booking Facility	KS	Byrd Unit	9/9/2024 10:30	9/10/2024 8:00
196 New Century Operations - Johnson County	Douglas County Corrections	NE	Johnson County Central Booking Faci	8/30/2024 8:40	8/30/2024 14:37
277.8 New Century Operations - Johnson County	St Clair County Jail	IL	Johnson County Central Booking Faci	9/4/2024 13:25	9/4/2024 18:34
741.5 New Century Operations - Johnson County	Wayne County Criminal Justice Center	MI	Johnson County Central Booking Faci	9/6/2024 14:06	
406.7 New Century Operations - Johnson County	Illinois DOC Robinson Correctional Center	IL	Johnson County Central Booking Faci	8/29/2024 9:59	8/29/2024 19:55
425.7 New Century Operations - Johnson County	FCC Forrest City - Low/ John P Yates Complex	AR	Johnson County Central Booking Faci	9/17/2024 14:39	9/18/2024 14:10
425.7 New Century Operations - Johnson County	FCC Forrest City - Low/ John P Yates Complex	AR	Johnson County Central Booking Faci	9/17/2024 14:39	9/18/2024 14:10
433 New Century Operations - Johnson County	USP Terre Haute	IN	Johnson County Central Booking Faci	9/4/2024 8:29	9/4/2024 18:34
707.5 New Century Operations - Johnson County	U. S. Penitentiary McCreary	KY	Johnson County Central Booking Faci	9/16/2024 9:25	9/18/2024 14:10
206 New Century Operations - Johnson County	Lancaster County Jail	NE	Johnson County Central Booking Faci	8/29/2024 10:40	8/29/2024 15:29
1,314.10 New Century Operations - Johnson County	Clark County Detention Facility	NV	Johnson County Central Booking Faci	8/22/2024 12:00	8/25/2024 2:00
378.8 New Century Operations - Johnson County	Custer County Jail	NE	Johnson County Central Booking Faci	8/28/2024 18:35	8/29/2024 15:29
794.5 New Century Operations - Johnson County	Fulton County Sheriff	GA	Johnson County Central Booking Faci	8/28/2024 16:30	8/31/2024 21:30
270.5 New Century Operations - Johnson County	Payne County Sheriff	OK	Johnson County Central Booking Faci	8/31/2024 10:30	8/31/2024 20:40
286.2 New Century Operations - Johnson County	Fort Dodge Correctional Facility	IA	Johnson County Central Booking Faci	8/29/2024 15:23	8/30/2024 14:47

\$ 497,375.25

Invoice List - Wyoming DOC

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Distance	Customer Name	Total Cost	Collection Location	Collection	Delivery Location	Actual Collection Time	Actual Delivery Time
1,253.20	Wyoming Department of Corrections		Montana State Prison	MT	Iowa Medical Classification Ctr Corre	6/26/2025 11:28	7/1/2025 16:12
816.8	Wyoming Department of Corrections		Sanders County Sheriff	MT	Wyoming Medium Correctional Institu	6/2/2025 13:22	6/4/2025 16:06
1,245.50	Wyoming Department of Corrections		King County Correctional Facility - Seattle (KCCF)	WA	Wyoming Medium Correctional Institu	5/28/2025 12:12	6/1/2025 11:08
698.5	Wyoming Department of Corrections		Elko County Jail	NV	Wyoming Medium Correctional Institu	5/18/2025 17:22	5/20/2025 15:41
510.5	Wyoming Department of Corrections		San Miguel County Sheriff	NM	Wyoming Medium Correctional Institu	5/2/2025 18:08	5/3/2025 18:47
1,879.00	Wyoming Department of Corrections		FCI Sheridan	OR	Wyoming Medium Correctional Institu	7/25/2025 13:59	7/27/2025 14:43
701.5	Wyoming Department of Corrections		Minnesota Correctional Facility - Stillwater	MN	Wyoming Medium Correctional Institu	4/3/2025 8:20	4/5/2025 10:32
671	Wyoming Department of Corrections		Maryville Treatment Center	MO	Wyoming Medium Correctional Institu	3/19/2025 14:47	3/20/2025 23:46
260.7	Wyoming Department of Corrections		Wallens Ridge State Prison	VA	Kirkland Correctional Institution	2/3/2025 12:46	2/3/2025 18:26
679.4	Wyoming Department of Corrections		Hennepin County Public Safety Facility	MN	Wyoming Medium Correctional Institu	12/16/2024 8:47	12/18/2024 12:55
1,212.10	Wyoming Department of Corrections		Clatsop County Jail	OR	Wyoming Women's Center	11/7/2024 14:00	11/9/2024 16:30
1,116.70	Wyoming Department of Corrections		Tallahatchie County Correctional Facility	MS	Wyoming Medium Correctional Institu	9/17/2024 11:30	9/19/2024 20:58
1,038.50	Wyoming Department of Corrections		FCI Victorville	CA	Wyoming Medium Correctional Institu	9/13/2024 18:30	9/16/2024 22:50

\$ 39,033.94

**Attachment B: Bid Form for Interstate and Intrastate Prisoner Transport
IFB# 3160007435**

BID FORM

Company	Contact Person	Telephone Number
Security Transport Services Inc	John V Comissiong	785-267-3030

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

1. All required equipment or material;
2. All required insurance, bond, or other surety;
3. All required overhead;
4. All required labor and supervision;
5. All required business and professional certifications, licenses, permits, or fees; and,
6. Any and all other costs.

Pricing Structure: Bidder agrees to furnish services specified in this Bid at the rate indicated below for the entire duration of any resulting Contract. Any cost or incidental expenses not shown on this document will be the responsibility of the vendor. All pricing must include and all charges as part of the rate per mile.

** See Price Chart
section 2.11 Pricing
page 23

Service Type Available: ☐ Interstate ☐ Intrastate ☒ Both

CATEGORY OF SERVICE	COST **
Price per mile for one-way ground mileage from Point of Pickup to Point of Drop Off – Male Offenders	\$ <u>2.66</u> per mile
Price per mile for one-way ground mileage from Point of Pickup to Point of Drop Off – Female Offenders	\$ <u>3.06</u> per mile
Price per mile for one-way ground mileage from Point of Pickup to Point of Drop Off for offenders requiring Special Needs or Medical Conditions as outlined in the agreement	\$ <u>**</u> per mile
Minimum Trip Fees per Transport	\$1000.00
Discount for multiple prisoners (if more than one prisoner is picked-up/dropped off at same location or within close proximity of location)	N/A
Penalty for Cancelled Trip (if cancelled by MDOC outside allowable period)	Type text here
Any other fees – list and provide rate per unit	**
Any other miscellaneous charges – list and provide rate per unit and not-to-exceed limits where applicable	**

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

1. That he/she has thoroughly read and understands the Invitation for Bids and Attachments thereto;
2. That the company meets all requirements and acknowledges all certifications contained in the Invitation for Bids and Attachments thereto;
3. That the company agrees to all provisions of the Invitation for Bids and Attachments thereto including, but not limited to, the Required and Optional Clauses to be included in any contract resulting from this IFB (**Attachments E and H**);
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 of pricing data submitted is accurate, complete, and current as of the submission date;
6. The Bidder represents that its workers are licensed, certified and possess the requisite credentials to perform the duties required to be performed under this Invitation for Bids.

Company Name: Security Transport Services Inc

Printed Name of Representative: John V Comissiong

Date: 06/26/2025

Signature: 

Note: Failure to sign the bid form may result in the bid being rejected as non-responsive. Modifications or additions to any portion of this bid document may be cause for rejection of the bid.

Attachment C: Bidders' Acknowledgment of Bid as Public Record

The redacted version of the bid – or if no redacted version is produced, the full bid document – will be released at the Agency's sole discretion, without notice to the bidder and will be produced as a public record exactly as submitted.

Bidders shall acknowledge receipt of any amendment to the IFB in writing. The acknowledgment shall be submitted by signing and returning the amendment with the bid package, identifying the amendment number and date in the space provided on the bid form, or by email or letter. Each bidder shall submit a written acknowledgment of every amendment to the MDOC on or before the submission deadline.

Choose One (1):

____ 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 has not made redactions 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 The Mississippi Department of Corrections 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 Mississippi Department of Corrections 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.

Company Name: Security Transport Services Inc

Printed Name of Representative: John V Comissiong

Date: 06/26/2025

Signature: 

Note: Failure to sign this acknowledgment may result in the bid being rejected as non-responsive. Modifications or additions to any portion of this acknowledgment may be cause for rejection of the bid.

Attachment D: Certifications and Assurances

As an authorized signatory for Security Transport Services Inc,

I make the following certifications and assurances as a required element of the bid to which it is attached and 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):

1. 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, to the MDOC prior to contract execution.

2. REPRESENTATION REGARDING GRATUITIES

Offeror represents that it has not, is not, and will not offer, give, or agree to give any employee or former employee of MDOC 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 MDOC 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 represents 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.

3. EXCLUSION OR DEBARMENT

By submitting a bid in response to the IFB, the bidder certifies that it is not currently excluded or debarred from future contract awards by any political subdivision or agency of any state, federal, local, or county government. Bidder further certifies that it is not an agent of any such person or entity.

Bidder certifies that it has not, in the five-year period preceding its offer, been convicted of or had a civil judgment rendered against it for commission of a fraud or criminal offense in connection with obtaining, attempting to obtain, or performance of a public contract; violation of antitrust laws; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property. Bidder certifies that it is not presently indicted or otherwise criminally or civilly charged with the commission of any of the acts listed herein.

Bidder certifies that, within the past five years, it has not had a contract with a governmental entity terminated due to the bidder's failure to perform, default, or any other action or inaction by the bidder.

4. CERTIFICATION OF INDEPENDENT PRICE DETERMINATION

By submitting a bid, the bidder 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 bidder or competitor for the purpose of restricting competition.

5. The Bidder and/or authorized representative of the Bidder further certifies that he/she has thoroughly read and understands the Invitation for Bids and Attachments thereto.
6. The Bidder and/or authorized representative of the Bidder further certifies that the company meets all requirements and acknowledges all certifications contained in the Invitation for Bids and attachments thereto.
7. The Bidder and/or authorized representative of the Bidder further certifies the company agrees to all provisions of the Invitation for Bids and Attachments thereto.
8. The Bidder and/or authorized representative of the Bidder further certifies that the company will provide the services required at the prices quoted above.
9. The Bidder and/or authorized representative of the Bidder further certifies that its workers are licensed, certified and possess the requisite credentials to provide the services detailed in this IFB.

Name: John V Comissiong

Title: President, Owner

Signature:  _____

Date: 06/26/2025

Modifications or additions to any portion of this document may be cause for rejection of the bid.

Attachment F: References (See Attachment)

Bidder must submit at least. References will be contacted in order listed until two (2) references have been interviewed and Reference Score Sheets completed. Contractors are encouraged to submit additional references to ensure at least two references are available for interview with two (2) business days of bid opening to be considered acceptable. Contractors are encouraged to submit additional references by submitting additional copies of **Attachment F**.

REFERENCE 1

Name of Company: _____

Dates of Service: _____

Contact Person: _____

Address: _____

City/State/Zip: _____

Telephone Number: _____

Cell Number: _____

E-mail: _____

Alternative Contact Person (optional): _____

Telephone Number: _____

Cell Number: _____

E-mail: _____

REFERENCE 2

Name of Company: _____

Dates of Service: _____

Contact Person: _____

Address: _____

City/State/Zip: _____

Telephone Number: _____

Appendix F – REFERENCE 1

Name of Client & Project Title	Commonwealth of Pennsylvania, PA Board Of Probation & Parole	
Contract Value	\$1.5MM	
Nature and Scope of Project:	<p>DOC Offender Transportation Services</p> <p>THE VENDOR SHALL PROVIDE SAFE AND RESPONSIBLE TRANSPORTATION OF PENNSYLVANIA PAROLE VIOLATORS LOCATED AND CONFINED IN OTHER STATES, THE DISTRICT OF COLUMBIA, THE US VIRGIN ISLANDS AND PUERTO RICO. AS DESIGNATED BY THE PENNSYLVANIA PROBATION AND PAROLE, PAROLE VIOLATORS ARE RETURNED TO AND LODGED AT VARIOUS LOCATIONS IN PENNSYLVANIA</p>	
Project Duration:	Start Date Year: [2005]	End Date Year: [On- going]
Nature of the Client:	Pennsylvania Department of Corrections is the government agency responsible for operating state prisons in the U.S. state of Pennsylvania	
Nature of Client Audience:	Extradition Unit and Interstate Services Division	
Number of Users:	9	
Number & Composition of Contractor Employees & Consultants Assigned:	<p>1 Scheduler – Takes customer order and creates pick up schedule.</p> <p>1 Billing – creates and sends customer invoice.</p>	
Client Contact Information:	<p>Name: Tracey Lavalley-Hill Title: Director Department: Parole Services Division Full Address: 1101 S Front St, Harrisburg, PA, 17104 Telephone: 717.787.5699 ext 1311 E-mail: tlavalley@pa.gov Relation/Role to Project: leads group that generates Extradition transport orders</p> <p>Name: Charles A. Eckert Title: Manager Department: Parole Supervision & Retake Unit Address: 1101 S Front St, Harrisburg, PA, 17104 Telephone: 717.787.5699 x 1129 E-mail: ceckert@pa.gov Relation/Role to Project: leads group that generates interstate transport orders</p>	

Appendix F: REFERENCE 2

Name of Client & Project Title	Johnson County, Kansas	
Nature and Scope of Project:	Provide the County, more specifically the Sheriff and Corrections with certain on-call prisoner and juvenile intrastate and interstate transportation services	
Project Duration:	Start Date Year: [2001]	End Date Year: [On going]
Nature of the Client:	Sheriff and Corrections is the KS County responsible for operating New Century/Johnson County Prisons in the U.S. state of Kansas	
Nature of Client Audience:	Warrants and Extraditions	
Website	https://www.jocogov.org/johnson-county-sheriff	
Client Contact Information:	<p>Reference Contacts:</p> <p>Name: Mike Long Title: Sgt Department: Warrants Division Full Address: 27747 W 159th St, New Century, KS 66031 Telephone: 913 715-5585 E-mail: Mikeal.Long@jocogov.org Relation/Role to Project: Contact Person</p> <p>Name: Debbie Sanderson Title: Extradition Coordinator Department: Fugitive Unit Full Address: 27747 W 159th St, New Century, KS 66031 Telephone: 913-715-5232 E-mail: Debbie.Sanderson@jocogov.org Relation/Role to Project: Contact Person</p>	

Appendix F: REFERENCE 3

Name of Client & Project Title	Greene County, Missouri	
Nature and Scope of Project:	Provide the County, more specifically the Sheriff and Corrections with certain on-call prisoner and juvenile intrastate and interstate transportation services	
Project Duration:	Start Date Year: [2018]	End Date Year: [On going]
Nature of the Client:	Sheriff and Corrections is the County KS agency responsible for operating Greene county prisons in the U.S. state of Missouri	
Nature of Client Audience:	Extraditions	
Website	https://greenecountymo.gov/sheriff/	
Client Contact Information:	<p>Reference Contacts:</p> <p>Name: Darryl Atkins Title: Sergeant Full Address: 1199 N Haseltine Rd, Springfield, MO 65802 Telephone: 417-829-6221 E-mail: DADkins@greenecountymo.gov Relation/Role to Project: Contact Person</p> <p>Name: Cindy Scott Title: Extradition Coordinator Full Address: 1199 N Haseltine Rd, Springfield, MO 65802 Telephone: 417-868-4185 E-mail: cscott@greenecountymo.gov Relation/Role to Project: Contact Person</p>	

Proposal Response

Security Transport Services, Inc (STS)



State of Mississippi, Department of Corrections

301 North Lamar Street

Jackson, Mississippi 39201

Interstate and Intrastate Prisoner Transport Services

RFP #3160007435

August 6, 2025

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2.3 Transportation Requests and Cancellations

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2.8 Air Transportation

2.9 Meals and Lodging

2.10 Medical Criteria for Transporting Prisoners

2.11 Pricing

2.12 Insurance Requirements

Section 3. Bid Submission and Opening

2.1 Requirements and Project of Scope

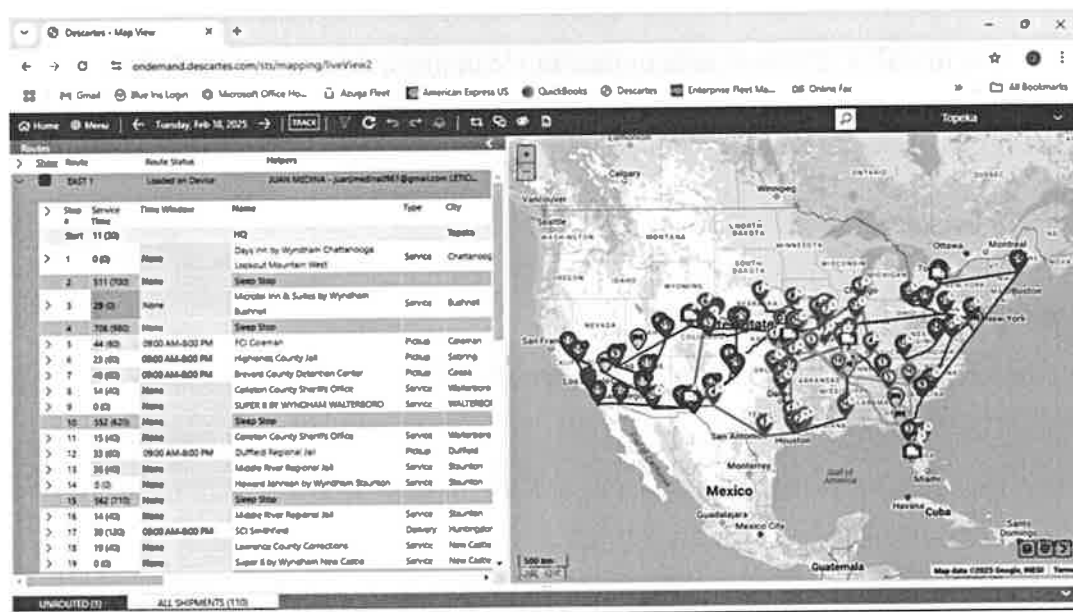
The Mississippi Department of Corrections (MDOC) is the state agency responsible for the care, custody and control of adult and youth offender sentenced by Mississippi courts. MDOC manages a network of correctional facilities, including state prisons, private prisons under state contract, regional correctional facilities, and community work centers.

The Contractor will be responsible for providing trained, certified personnel; secure and compliant transport vehicles; and timely and safe transport of inmates in accordance with local, state, and federal laws. Vehicles used must be appropriately equipped for secure transport.

The Contractor must utilize the most economical mode of transportation for returning male and female offenders to Mississippi, while not compromising the safety and security of the public, the rights of the offender(s) being returned, nor enhancing the risk of escape of the offender while in transit or the Bidder's custody. Bidder will provide safe, secure and reliable ground and/or air transportation services as authorized by MDOC.

Security Transport Services (STS) understands that it is responsible for providing trained, certified personnel; secure and compliant transport vehicles; and timely and safe transport of inmates in accordance with local, state, and federal laws. Vehicles used must be appropriately equipped for secure transport.

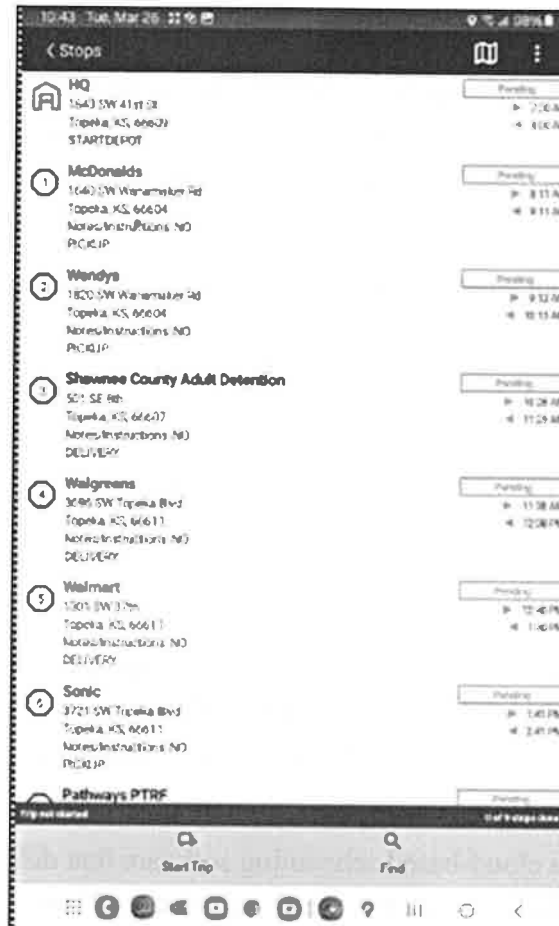
Our Operations team uses a cloud-based scheduling software that delivers a specific route to agents (via app on their tablet) who the inmate is and what locations they need to go to for pickup and drop-off (see image of scheduling tools and route app).



Scheduling Software

Completed by:

John Comissiong, Security Transport Services, President & Owner, pres-owner@sts1995.com



Routing App

This enables us to utilize the most economical mode of ground transportation for returning male and female offenders to Mississippi, while not compromising the safety and security of the public, the rights of the offender(s) being returned, nor enhancing the risk of escape of the offender

2.2 Duration of Services to be Provided

Pending approval by the PPRB and funding, MDOC anticipates that the contract term will be effective from February 1, 2026 to January 31, 2029 for a period of three (3) years.

2.2.1 Upon written agreement of both parties at least 90 days in advance prior to the contract anniversary date, the contract may be renewed by the MDOC for a period of two (2) successive one-year periods under the same prices, terms and conditions. The total number of renewal years permitted shall not exceed two (2).

STS understands that that the contract term will be effective from February 1, 2026 to January 31, 2029 for a period of three (3) years and upon written agreement of both parties at least 90

Completed by:

John Comissiong, Security Transport Services, President & Owner, pres-owner@sts1995.com

days in advance, prior to the contract anniversary date, the contract may be renewed by the MDOC for a period of two (2) successive one-year periods.

EXCEPTION: If contract has the potential to cover a five (5) year period, STS will must be allowed to adjust pricing due to inflationary cost increase (2% - 4%/year).

2.3 Transportation Requests and Cancellations

2.3.1 The Contractor must provide means for the MDOC to submit transportation requests to Contractor, to include email address, fax number, online and toll-free phone number. When submitting requests online, the Contractor's online system must require a username and password login to submit transportation requests for security purposes.

STS understands that it must provide MDOC the ability to submit transport requests. STS has an online customer portal that give MDOC that ability to place orders, upload paperwork, track orders and view invoices (see portal images).

CUSTOMER PORTAL

Developer Org

Hi John, Welcome to your Security Transport Services Customer Portal!

What's New with V1.0.0:

Users now can upload detainee documents (Warrants, Medical Forms, etc.) from the Documents side navigation or at the end of submitting a quote. From the Documents section, users can also add unique PO Numbers to each order.

CUSTOMER PORTAL

Tracking

Date range: Last 6 months: 8/18/2024 to 2/18/2025 | Export to: Excel, CSV, or PDF

Tracking Number	Date Submitted	From	Description	Quantity	Actual Collection Date	Actual Delivery Date	Reference Number
328430	2/14/2025 9:43 AM	Brewer County Sheriff 289 N Canal St San Antonio, TX 78207	WALLIS P Male, Female, Adult	1			JAIL # 1206600
328433	2/6/2025 1:39 PM	Volusia County Sheriff's Office 1300 S. State Road DeLand, FL 32124-1075	THAYER S Male, Adult	1			
328434	1/29/2025 2:08 PM	Irwin County Sheriff 2132 N Main St Cedart City, UT 84720-9780	CHANG E HOUSTON Male, Adult	1	2/5/2025 5:38 PM	2/6/2025 6:17 PM	
328437	1/28/2025 1:58 PM	Cherokee Co Jail 914 S 19th St Heller Springs, AL 37543-4333	Wade Baton Male, Adult	1			
328438	1/28/2025 1:45 PM	Cherokee County Sheriff 914 S 19th St Heller Springs, AL 37543-4333	Wade BATES Male, Adult	1	1/28/2025 9:32 PM	1/31/2025 9:06 PM	
328439	1/21/2025 11:48 AM	King County Correctional Facility - Seattle (KCCF) 500 3rd Ave Seattle, WA 98119-3957	Johnny Bell Male, Adult	1	2/4/2025 10:36 AM	2/6/2025 6:17 PM	
328440	1/14/2025 11:50 AM	Broward County Jail 355 NE First Street Fort Lauderdale, FL 33301-2917	DEMETRIUS Male, Adult	1	1/24/2025 9:52 PM	1/31/2025 9:06 PM	
328441	1/14/2025 10:32 AM	FCC Refugio, POB 1000 ARMADE ROAD POLLOCK, LA 71467	BLAKE H Male, Adult	1			REQ # 1 29863-047

Invoice Number	Invoice Date	Total Amount	Due Date	Balance Due	Paid
0022	3/26/2025	\$1,453.06	4/26/2025	\$1,453.06	<input type="checkbox"/>
0310	3/26/2025	\$1,435.33	4/26/2025	\$1,435.33	<input type="checkbox"/>
0305	3/24/2025	\$3,134.97	4/24/2025	\$3,134.97	<input type="checkbox"/>
0379	3/13/2025	\$4,399.65	4/13/2025	\$4,399.65	<input type="checkbox"/>
0359	3/13/2025	\$1,944.31	3/27/2025	\$0.00	<input checked="" type="checkbox"/>
0327	3/13/2025	\$4,613.84	3/27/2025	\$4,613.84	<input type="checkbox"/>
0308	3/12/2025	\$2,952.23	3/25/2025	\$2,952.23	<input type="checkbox"/>
0307	3/12/2025	\$2,175.74	3/25/2025	\$0.00	<input checked="" type="checkbox"/>
0295	3/10/2025	\$3,689.94	3/20/2025	\$0.00	<input checked="" type="checkbox"/>
0294	3/10/2025	\$3,538.45	3/19/2025	\$0.00	<input checked="" type="checkbox"/>
0279	3/10/2025	\$1,888.70	3/19/2025	\$0.00	<input checked="" type="checkbox"/>
0244	3/9/2025	\$2,814.35	3/23/2025	\$0.00	<input checked="" type="checkbox"/>
0213	3/9/2025	\$5,494.42	3/23/2025	\$0.00	<input checked="" type="checkbox"/>

Soon, we will launch the ability for agencies to get pick up and drop off email notifications.

In addition to the above MDOC can utilize email (customerservice@sts1995.com) address (1643 SW 41st Street, Topeka, KS 66609), fax (785-267-7402), or phone number (785-267-3030) to submit request for information or orders.

EXECPTION: STS does utilize toll free numbers.

2.3.2 MDOC will notify the Contractor of an impending transport at least 96 hours before the transport is required. In the case of a Rapid Prisoner Movement, notification time would be 48 hours. The inmate's return to the agency will be within 24 hours.

EXCEPTION: STS is based in Kansas and primarily provides ground transport service, therefore it will be difficult to support this request but we understand the need to provide Rapid Prisoner Movement and we will do everything we can if called upon to support this requirement.

2.3.3 Within twenty-four (24) hours of receiving the transport request, Contractor will provide a response with a quote. MDOC will review the quote for approval.

STS understands that it must provide a response with a quote within twenty-four (24) hours of receiving the transport request.

2.3.4 The Contractor must provide twenty-four (24) hours advance notice to the holding facility prior to pickup of the offender. If a transportation request for a release date cannot be accomplished by a specific date, the Contractor is responsible for making other arrangements with the holding facility.

STS understands that we must provide twenty-four (24) hours advance notice to the holding facility prior to pickup of the offender.

EXCEPTION: If a transportation request for a release date cannot be accomplished by a specific date, the STS will notify MDOC that it can't meet the release date and provide MDOC alternative pick up dates.

2.3.5 The Contractor is responsible for making requests and receiving approval for extensions to timeframes and making related holding/custody arrangements, directly with MDOC personnel requesting transport. The Contractor must provide confirmation of receipt of transportation request to MDOC personnel requesting transport.

STS understands that we are responsible for making requests and receiving approval for extensions to timeframes and making related holding/custody arrangements, directly with MDOC personnel requesting transport and we will provide confirmation of receipt of transportation request to MDOC personnel requesting transport via a quote. STS will email the quote back to the person who placed the order, or the agency can get the quote from the online portal. The quote will indicate the cost of all aspects of travel required for transport. STS will not transport a prisoner until it has received the necessary paperwork to allow us to transport (Warrant, Waiver, etc.). Once this paperwork is received STS will provide a confirmation, which indicates the tracking number for the order.

2.3.6 MDOC shall have the right to cancel its pickup order within twenty-four (24) hours after placing the order. Cancellations that are deemed necessary by MDOC to protect staff, prisoners, or the public against exposure to the coronavirus/Covid-19 or any other medically necessary purpose may be made at any time.

STS understands that MDOC shall have the right to cancel its pickup order within twenty-four (24) hours after placing the order and we will not charge a cancellation fee unless we were in route to the destination.

2.3.7 In the event of unusual incidents, emergencies, and/or controversial situations that arise in the performance of services, Contractor's agents shall report such incidents to MDOC in accordance with MDOC's directives. For the purposes of this paragraph, "unusual incident, emergency, or controversial situations" include, but are not limited to, any act of violence by a prisoner, any medical condition of a prisoner or other passenger requiring emergency medical treatment, any mechanical failure that would normally require formal reports to the cognizant

regulatory agency and any refusal of law enforcement agencies to release a prisoner to Contractor as authorized or directed by MDOC.

STS understands that in the event of unusual incidents, emergencies, and/or controversial situations that arise in the performance of services, STS' agents/officers shall report such incidents to MDOC.

2.4 Contractor's Staff Requirements and Responsibilities

2.4.1 The Contractor will ensure that only physically-able staff that have been properly trained and certified will provide continuous security and control over transported prisoners.

STS training consists of not only law enforcement practices, firearms and first aid but also other key focus areas such as cybersecurity, sexual harassment, HIPAA, etc. to ensure they are completely qualified to represent STS in a professional manner. A minimum threshold of 100 hours of classroom/in service training as required by the Interstate Transportation of Dangerous Criminals Act of 2000 is easily attained following our training protocol.

STS has established the minimum standards for the length and type of training new hires must undergo before they are considered a Transport Officer/Agent. Initial In Class Orientation Training (IOT) for STS for new hires that have applied to be Transport Officers/Agents consists of the following.

- Use of Force
- Search
- Restraints
- Sexual Harassment
- Code of Conduct
- Effective Communication Skills
- Ethics
- Self-Awareness
- Security and Supervision
- Special needs detainees
- Report Writing
- Interagency Cooperation

■ Incident Prevention and Management

This initial IOT, conducted by the Chief, will be completed in 2-5 days depending on a new hire's background and skill set. After this training, the new hire will train with a Scheduler for 1 day on how to properly review/fill out /submit Trip Sheets, Travel Logs, Time Sheets and Transport Packets.

After all the IOT is complete, each new hire will undergo on-the-job training (OJT) with a qualified Field Training Transport Agent/Officer (FTO) for 1-10 days. During the OJT, the FTO will complete a review sheet to confirm a new hire's proficiency in critical job performance areas. In addition, new hires will not be considered full Transport Officers/Agents until they have completed a full list of computer-based training classes/more in class training (see Training Set). The Training Set also outlines the training frequency all employees must follow.

Training Sets				
Category	Type	Name	Frequency	Assigned To
Company Communication	Computer Based Training	Operating System Overview	Once per Yr	All Employees
		Jeanna's Act		
		Quarterly Communication		
Company Policies	Computer Based Training	Travel & Expense Policy	Once per Yr	All Employees
		Confidentiality		
		Alcohol and Illegal or Unauthorized Drug Policy		
		Uniforms & Attire Policy		
		Progressive Discipline and Termination Policy		
		Work Schedules & Timekeeping Policy		
		Communication Systems Usage Policy		
		Nondiscrimination and Anti-Harassment Policy		
		Tobacco and Vape Free Workplace Policy		
		Code of Ethics		
Transport, Escort, and Search Standards	Computer Based Training	Logo Usage Policy (** Recently Launched **)	Once per Yr	Schedulers & Transport Officers/Agents
		1.0 GENERAL STANDARDS		
		2.0 OFFICER/AGENT RESPONSIBILITIES		
		3.0 VEHICLE STANDARDS		
		4.0 RESTRAINT STANDARDS		
		5.0 SEARCH STANDARDS		
		6.0 PERSONAL PROPERTY		
		7.0 MEDICATIONS AND MEDICAL STANDARDS		
		8.0 CONDUCTING TRANSPORT AND ESCORT STANDARDS		
		9.0 AT-RISK DETERMINATION PROCESS		
		10.0 AT-RISK POPULATIONS		
		11.0 SEXUAL ABUSE VICTIMIZATION		
		12.0 SCHEDULED/UNSCHEDULED STOP STANDARDS		
		13.0 EMERGENCY SITUATIONS STANDARDS		
		14.0 FIREARM AND USE OF FORCE STANDARDS		
		15.0 BASIC MAP READING		
		16.0 DEFENSIVE DRIVING		
Safety Standards	In Class	LEOSA Shooting Qualification	Once per 2 Yrs	Transport Officers/Agents
		CPR		
Security Standards	Computer Based Training	HIPAA Certification (** Recently Launched **)	Once per Yr	All Employees
		Cybersecurity (** Coming Soon **)		

STS also provides necessary training utilizing all its systems that are available on its tablets (primary device agents use during transport). The system training covers how to use the tablet, routing apps, GPS app, communication apps, etc.

STS officers/agents are normally armed and need to pass STS' Firearm Qualification in order to carry a firearm during transport. Exceptions to this are new or existing employees who have not

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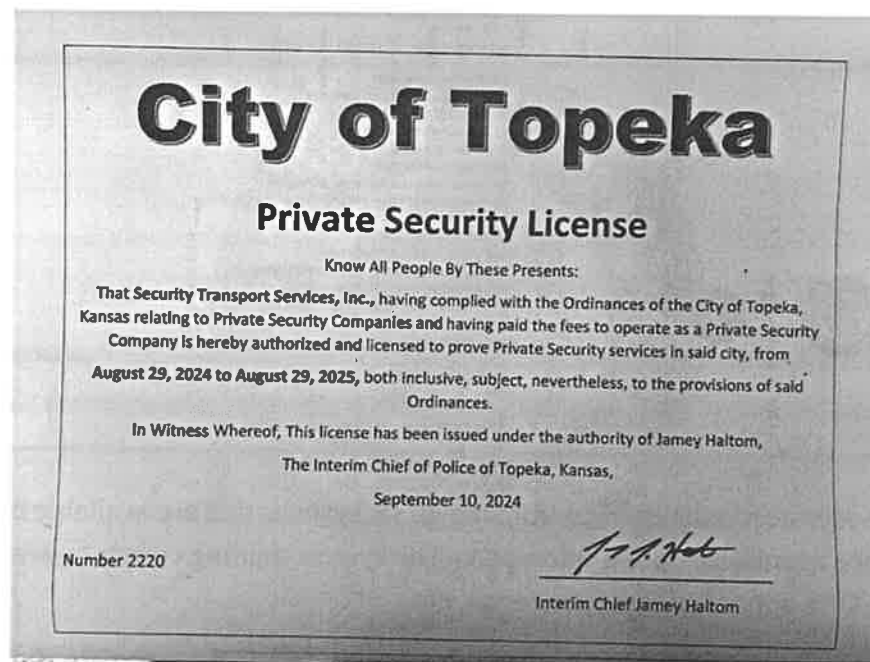
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passed the STS' Firearm Qualification. New Employees need to pass Firearm Safety and then are eligible for Firearm Qualification (0-30 days after hire). Existing employees need to pass Firearm Qualification annually.

2.4.2 In assuming custody of such prisoners, Contractor's agents shall perform their responsibilities for security and control of prisoners in accordance with all state and federal requirements. This includes compliance with the Interstate Transportation of Dangerous Criminals Act of 2000. In the event, that there are no written policies or procedures, Contractor and its agents shall follow reasonable customary operating procedures.

STS meets the following minimum standards as defined by Interstate Transportation of Dangerous Criminals Act of 2000 or Jeanna's Act

- STS does background (including criminal) checks and preemployment drug testing for potential employees; to disqualify persons with a felony conviction or domestic violence conviction. Agents are subject to drug, security, MVR and background checks to ensure they do not have a criminal record and have a valid driver's license. Each quarter, Agents are randomly selected for drug screening through Kansas Drug Testing, Inc and each year each agent is required to renew their Security Guard License administered by the Topeka Police Department which runs a background check.



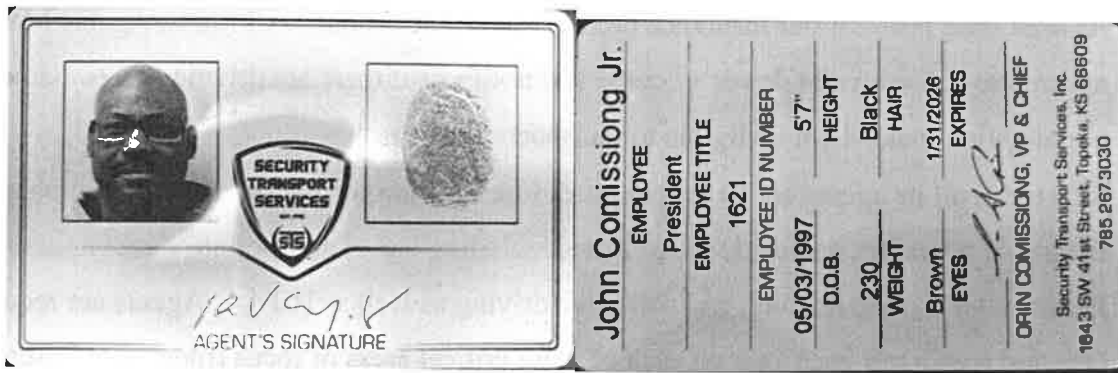
Private Security License

At least once per year our insurance broker, Marsh McLennan, will run an Agents MVR to ensure they have a valid driver's license and notify us if there are driving issues that warrant our attention/make them ineligible to transport.

- STS trains all its agents on the proper procedure for transporting inmates with emphasis on the use of restraints, searches, use of force, including use of appropriate weapons and firearms, CPR, map reading, and defensive driving as well as HIPAA. Agents are required to take and pass a test each year on each of these critical areas of focus (more detail provided in question 6.4).
- STS monitors/controls the number of hours that employees can be on duty during a given time period through the use of its routing/scheduling software.
- STS always transports with 2 agents with up to 6 prisoners (STS' vans hold a maximum of 8 passengers including the driver).
- STS Agents are required to wear an STS uniform (i.e. black pants, closed black shoes/boots, shirt bearing STS insignia, tactical vest, ID with company name, logo & ID number) during any pick-up and throughout the transportation of prisoners



STS Uniform



STS ID Front & Rear

- STS provides agents with brightly orange colored “inmate” shirt that can be used to identify violent prisoners (included in transport van inventory).
- STS requires agents to secure inmates using leg shackles, belly chains and handcuffs (included in transport vans inventory).
- STS requires its agent contact law enforcement officials 24 hours in advance of any scheduled stops in their jurisdiction. STS uses Samsung tablets w/ AT&T Office@Hand app to make and monitor communication (see tablet image).



Tablet

- STS requires we notify appropriate local law enforcement officials and government entities we contracted with when a prisoner escapes.
- STS policy outlines standards for the safety of various prisoner types (at risk and high risk)

Also, STS performs its responsibilities for security and control of prisoners in accordance with all state and federal requirements, which includes compliance with the Interstate Transportation

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of Dangerous Criminals Act of 2000. Its prisoner transport policies and procedures are modeled after U.S. Customs and Border Protection National Standards on Transport and Escort.

2.5 Transportation Requirements

2.5.1 Male and female prisoners shall be separated while being transported.

STS' policies indicate that male and female prisoners are always transported in separate compartments.

2.5.2 Prisoners under the age of 18 shall be separated from prisoners over the age of 18 while being transported.

STS' policies indicate that juveniles (anyone under the age of 18) are never transported with adults

2.5.3 The Contractor shall maintain documentation for all prisoner property with each prisoner.

STS understands that we shall maintain documentation for all prisoner property with each prisoner

2.5.4 Contractor must be able to transport prisoner property for each prisoner equal to or greater than what can be placed in a medium-sized garbage bag (12x12x36) and ten (10) pounds in weight. The Contractor cannot transport electronic equipment (to include phone or pagers), fragile property, foodstuff, weapons or excessive legal paperwork. MDOC will arrange shipment of excess property prior to pick-up.

STS can transport prisoner property for each prisoner equal to or greater than what can be placed in a medium-sized garbage bag (12x12x36) and ten (10) pounds in weight. It understands MDOC will arrange shipment of excess property prior to pick-up.

EXCEPTION: If at the time of pick MDOC has not arranged the pickup of electronic equipment (i.e. phones and pagers) or legal paperwork, STS will transport these items and delivery them to MDOC.

2.5.5 The Contractor shall maintain documentation for all prisoners transported, including but not limited to: (1) Prisoner Receipt Forms, (2) Personal Property Control Forms, (3) Medical Information Forms, and (4) Evidence Processing Forms.

STS shall maintain documentation for all prisoners transported, including but not limited to: (1) Prisoner Receipt Forms, (2) Personal Property Control Forms, (3) Medical Information Forms, and (4) Evidence Processing Forms.

2.5.6 Agents of the Contractor shall assume custody of such prisoners from authorized agents of MDOC, other corrections departments and/or other authorized agents of law enforcement agencies at the location of incarceration as determined by the parties to be suitable for such purpose, to transport such prisoners to their destination or other specified location. Upon arrival, Contractor shall surrender custody of such prisoners to MDOC or to the law enforcement agency as designated by MDOC.

STS understands that agents/officers shall assume custody of such prisoners from authorized agents of MDOC, other corrections departments and/or other authorized agents of law enforcement agencies at the location of incarceration as determined by the parties to be suitable for such purpose, to transport such prisoners to their destination or other specified location. Upon arrival, Contractor shall surrender custody of such prisoners to MDOC or to the law enforcement agency as designated by MDOC.

2.6 Prisoner Security

2.6.1 While in the custody of the Contractor, MDOC prisoners will be secured with appropriate restraining devices as approved by MDOC. These devices, to be provided by the Contractor, include handcuffs, waist chains and leg irons to restrain prisoners. All restraining devices are to be employed just prior to accepting custody and removed only after the receiving agency has applied similar restraints or prisoners are placed in a secure location.

STS restrains prisoners with handcuffs, waist chains and leg irons during transport. These devices are employed just prior to accepting custody and removed after the receiving agency has taken the inmate into custody.

2.6.2 At least two (2) officers shall be assigned to each vehicle transporting prisoners. Prior to accepting custody of any prisoner, a photograph of the prisoner is to be taken by the Contractor for identification purposes and is to be attached to the prisoner transport order which contains a complete physical description. This is to minimize the probability of prisoner mix-ups at the holding agency and provide a complete physical detail in the event of a major incident.

STS transports with two (2) agents/officers, one of which is gender specific to the prisoner. STS understands that prior to accepting custody of any prisoner, a photograph of the prisoner is to be

taken for identification purposes and is to be attached to the prisoner transport order which contains a complete physical description.

2.6.3 Prior to accepting custody of prisoners, a thorough search is to be performed by the Contractor to preclude the possibility of concealment of contraband items. All prisoner property is to be searched by the Contractor at the holding agency to preclude concealment of contrabands.

STS' policies indicate that prior to accepting custody of prisoners, a thorough search of the prisoner and their property is to be performed to preclude the possibility of concealment of contraband items.

2.6.4 To ensure that prisoners are surrendered by the Contractor to the custody of MDOC or its duly authorized agents, corroborative identification of MDOC personnel or its authorized agents designated to accept custody of the prisoners shall be presented to the Contractor's personnel at the place and time of surrender of custody. The Contractor shall not surrender custody of prisoners without first verifying the identification (i.e. Badges and picture identification cards) of persons to whom custody of prisoners is being transferred. In addition, the Contractor shall abide to the Standards for Private Entities Providing Prisoner or Detainee Service – 28. C.F.R., Part 97, attached hereto as "Attachment I".

STS agents/officers understands that prisoners are only surrendered to the custody of MDOC or its duly authorized agents and that corroborative identification of MDOC personnel or its authorized agents designated to accept custody of the prisoners shall be presented to the at the place and time of surrender of custody. We will not surrender custody of prisoners without first verifying the identification (i.e. Badges and picture identification cards) of persons to whom custody of prisoners is being transferred.

2.7 Transportation Vehicles

The Contractor's transportation vehicles must meet minimum standards including but not limited to the following:

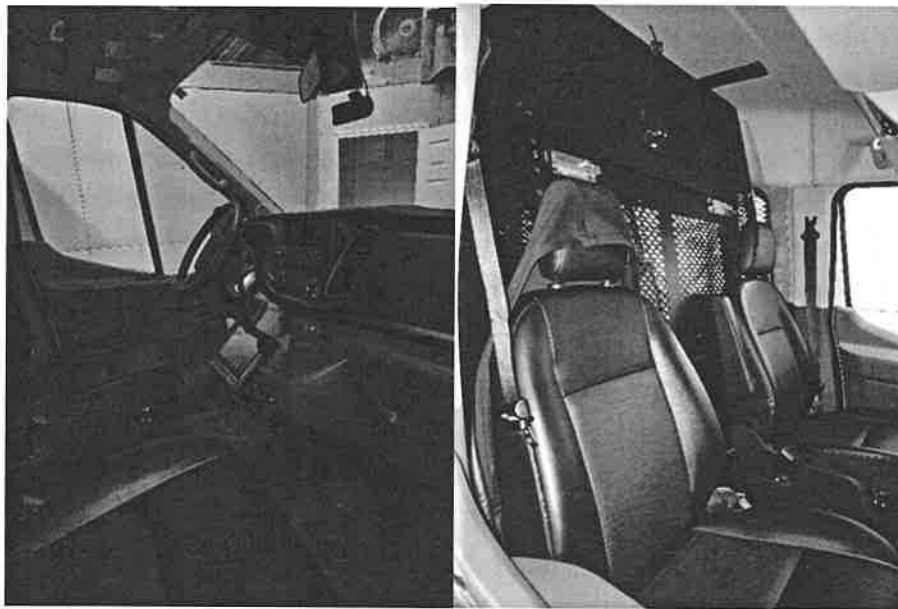
2.7.1 Contractor shall maintain a fleet of vehicles (with list provided) compliant with all applicable United States Department of Transportation (USDOT) regulations sufficient to accomplish the services required by the State. Each vehicle shall be properly secured by:

a. A biddle guard to separate offenders from transportation officers and to protect transportation officers from offenders.

b. Welded steel security screening covering vehicle windows and doors in passenger and compartment to prevent escape.

c. Vehicle doors of passenger compartment which cannot be opened from the interior but accessible only on the exterior by the officer.

STS vehicles are professionally upfitted and are partitioned into 3 sections. Section one (1) separates agents from inmates and section two (2) and three (3) are partitioned to allow the transport of different gendered inmates in the same vehicle (see images). Each section is monitored by night vision cameras from the front driver/agent section. Rear windows are covered with welded steel screening and rear passenger doors cannot be opened from the interior (see images below)



Driver/Agent Section



Section 1

Section 2

2.7.2 Vehicles shall meet basic standards of safety, including but not limited to:

- a. Evidence of regular service/maintenance as recommended by the manufacturer's recommendation or standard for useful life of the vehicle.*
- b. Vehicle must be properly equipped for emergencies (e.g. communications equipment capable of immediate notice to emergency services in the area of operation, fire extinguishing equipment, medical emergency kits, and equipment or tools) for emergency extrication of passengers.*
- c. Vehicles' fuel reservoirs shall meet current industry standards for protection against rupture, explosion, or ignition, which includes covering to reduce likelihood of rupture from foreign objects.*
- d. Vehicles' drive shafts shall have protection brackets to hold shaft in place in the event of separation from the universal joint.*
- e. The Contractor must provide appropriately designed vehicles for the number of people being transported.*
- f. The vehicle must have properly operating air conditioning and heating.*

STS leases its vehicles from Enterprise Fleet Management (Efleets), who have an extensive countrywide service network (Ford Dealership, Firestone, Jiffy Lube, etc.) we can take our vehicles to when they need to be serviced. These vehicles are turned in every 2 years (i.e. we are currently turning in MY 2022 to get MY 2024) to ensure they are mechanically reliable and have

the latest safety/driving features. Our standard transport vehicles are Ford Passenger Transit vans that come with dedicated front and rear climate control systems.

2.7.3 Contractor must provide a standard passenger sedan, station wagon, or van with a biddle guard separating the front and rear passenger areas, used for the transportation of prisoners.

All STS vehicles are Ford Transit Passenger vans that have a barrier separating the front and rear passenger areas (see 2.7.1 images)

2.7.4 Any contractor employees other than the driver must ride in the front seat or appropriate caged area facing at an angle that allows visual contact with prisoners. Contractor employees shall not ride in the prisoner compartment.

STS agents/officers only ride in the front compartment (driver seat and passenger seat next to driver). STS vans are equipped with cameras that monitor each partitioned vehicle section.

2.7.5 Contractor must comply with all pertinent provisions of the USDOT, Federal Motor Carrier Safety Administration (FMCSA) 49 C.F.R., Parts 385, 390-396, U.S. Department of Justice regulations 28 C.F.R., Part 97 created pursuant to passage of the "Interstate Transportation of Dangerous Criminals Act of 2000", known as "Jeanna's Act", and all other pertinent federal regulations. The Contractor shall have and maintain a satisfactory "Carrier Safety Rating" from the FMCSA prior to the commencement of the resulting contract.

2.7.6. Vehicles operating under this solicitation must be designed to carry more than eight people including the driver, and must have a USDOT and Motor Carrier (MS) number.

STS vehicles are professionally upfitted and have been configured by the upfitter to only hold 8 total passengers (including front driver and passenger seats) and are less than 10,000lbs so therefore we are not subject to a "Carrier Safety Rating" from the FMCSA because we utilize commercial vehicles.

2.8 Air Transportation

Air transportation must only be used in extreme circumstances to be determined and approved in writing by MDOC in advance due to high costs.

STS primarily transports via ground and we will seek authorization to use commercial air transportation in advance. In instance where flights are requested/needed by MDOC, STS will purchase refundable tickets to minimize the need to incur flight cost due to cancellation.

2.9 Meals and Lodging

Prisoners in transit, are to receive three (3) meals per 24 hours during transport. Each meal must satisfy the nutritional and caloric recommendations set forth in the dietary reference intakes approved by the National Research Council. The current edition of "The Dietary Guidelines for Americans" by the U.S. Department of Health and Human Services and Department of Agriculture shall be followed for menu planning.

2.9.1 Breakfast shall be provided when travel begins at or before 6:00 a.m. on the first day of travel or extends beyond 9:00 a.m. on the last day of travel, and for the days between your first and last day of travel.

2.9.2 Lunch shall be provided when travel begins at or before 10 a.m. on the first day of travel or extends beyond 2:00 p.m. on the last day of travel, and for the days between your first and last day travel.

2.9.3 Dinner shall be provided when travel begins at or before 4:00 p.m. or extends beyond 8:00 p.m. on the first day of travel or extends beyond 8:00 p.m. on the last day of travel and for the days between your first and last day of travel.

STS understands prisoners are to receive three (3) meals (breakfast, lunch and dinner) per 24 hours during transport and each meal must satisfy the nutritional and caloric recommendations for each type of prisoner (adult, juvenile, etc.).

2.9.4 Contractor shall be responsible for all costs associated with transporting prisoners except medical costs. The expenses shall include, but not limited to, food and lodging.

STS understands that we shall be responsible for all costs associated with transporting prisoners except medical costs. The expenses shall include, but not limited to, food and lodging.

2.9.5 In the event of delays, including inclement weather or mechanical malfunctions, requiring lodging for prisoners, the Contractor shall arrange secure lodging of prisoners in their custody with the appropriate local detention facility. The Contractor shall be responsible for all prisoner costs related to such delays.

STS understands in the event of delays, we shall arrange secure lodging of prisoners in their custody with the appropriate local detention facility and we shall be responsible for all prisoner costs related to such delays

2.10 Medical Criteria for Transporting Prisoners

2.10.1 The Contractor must obtain prisoner medical information prior to transport and require the holding facility to supply such information on a standardized form and provide a written release. The release must authorize the transport of the prisoner by motor vehicle and certify that the prisoner condition does not present any hazard to himself/herself or to any other person during travel or while temporarily incarcerated en route.

STS attempts to obtain prisoner medical information prior to transport. In our experience, the agency does not respond and/or or does not provide the necessary medical information.

EXCEPTION: If MDOC will not transport unless the medical information is provided, then STS request that MDOC get this information prior to transport and submits this with the inmates transport paperwork. Normally, STS attempts to obtain the prisoner medical information. If no information is provided, STS will attempt to pick up the inmate. If we arrive and the inmate has medical information that prevents pick up, we will charge and attempted pick up fee.

2.10.2 The Contractor must comply with the Health Insurance Portability and Accountability Act (HIPAA).

STS agents/officers are trained in HIPAA rules and regulations and we will maintain compliance



HIPAA Certificate for new hire

2.10.3 As seemingly minor medical conditions can worsen or require immediate medical attention during extended road trips, Contractor has the right to refuse to transport persons with

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medical conditions, when there is a risk of acute or chronic medical condition(s) worsening as a result of motor vehicle transport. When medical condition of the prisoner is prohibitive to ground transport, Contractor will offer the requesting agency escorted transport by commercial air, at applicable rates, if a written release for such travel is available from licensed medical personnel.

STS understands that we might refuse transport due to certain prisoner medical conditions and we can request the agency to transport via commercial air.

2.10.4 Medical conditions that exclude person from ground transport eligibility include, but are not limited to, the following (provided the requirements of Section 2.10.5 below are complied with):

- a. Cardiovascular problems requiring medication or prescribed procedures.*
- b. Diabetics whereby prescribed medication must be injected and/or refrigerated.*
- c. Epilepsy whereby seizure activity is not adequately controlled.*
- d. Pregnancy after second trimester.*
- e. Fractured bones requiring casts or braces designed to immobilize injured areas.*
- f. Critical wounds.*
- g. Communicable diseases or any other medical condition that may place the passenger, transport personnel and other passengers at risk.*
- h. HIV Positive or AIDS*

EXCEPTION: STS request the following clarification be made to the reason for accepting/declining ground transport

a. Cardiovascular problems requiring medication or prescribed procedures. **STS would execute via ground transport if the medication or procedure adequately control the issue/problem.**

b. Diabetics whereby prescribed medication must be injected and/or refrigerated. **STS would execute via ground transport.**

e. Fractured bones requiring casts or braces designed to immobilize injured areas. **STS would execute via ground transport unless the inmate is not able to walk/immobile.**

f. Critical wounds. **STS would execute this via ground transport unless it's a critical/open wounds or exposed/protruding organs that require constant medical attention.**

g. Communicable diseases or any other medical condition that may place the passenger, transport personnel and other passengers at risk.

h. HIV Positive or AIDS. STS would execute this via ground transportation unless no medication was provided to control the disease or visual symptoms indicate visual symptoms that show inmate can easily transfer illness or bodily fluid.

2.10.5 The following information must be completed and submitted prior to transporting any person in the above categories:

- a. The name of the Contractor and assigned staff members who completed the transportation service.*
- b. The full name and department identification number of the inmate(s) being transported by the Contractor.*
- c. Date(s) of service, from "date of custody" is assumed to "date of delivery".*
- d. Location of pickup and delivery point (State, City, and Facility).*
- e. Billed amount per offender*
- f. Total amount due.*

EXECPTION: STS provides this information after transport (via invoice) and its quote provides the above information (except for the assigned staff).

2.10.6 Medical costs incurred during transport, including, but not limited to, pharmaceuticals, physical examination, or hospital stay are to be billed to the offender. The Contractor shall be authorized to obtain emergency and/or routine medical treatment for prisoners whenever deemed necessary. All such expenditures shall be reported to MDOC in detail. Contractor will not be liable for medical costs associated with pre-existing medical conditions while in Contractor's custody.

STS understand the cost incurred during transport are to be billed to the offender and that we should obtain emergency and/or routine medical treatment for prisoners whenever deemed necessary.

2.11 Pricing

2.11.1 Services are based on the Contractor's ability to meet the needs of the agency.

2.11.2 A unit price shall be given for each service, and that unit price shall be the same throughout the contract.

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Continental US Ground Transportation Cost for Pick Up “By”			
Item #	Description	Unit	Price
1a	Male Prisoner Rate	Per Mile	\$1.33/mile ¹
1b	Female Prisoner Rate	Per Mile	\$1.53/mile ¹
1c	Transgender Prisoner Rate	Per Mile	\$1.63/mile ¹
1d	Juvenile Prisoner Rate	Per Mile	\$2.66/mile ¹
1e	Ground Fee	Per Trip	\$385.00 ¹
Continental US Ground Transportation Cost for Pick Up “On” (ex. Court/Time Specific)			
2a	Male Prisoner Rate	Per Mile	\$1.33/mile ²
2b	Female Prisoner Rate	Per Mile	\$1.53/mile ²
2c	Transgender Prisoner Rate	Per Mile	\$1.63/mile ²
2d	Juvenile Prisoner Rate	Per Mile	\$2.66/mile ²
2e	Ground Fee	Per Trip	\$385.00 ²
2f	Court Fee/Specific Time Pick Up Rate	Per Trip	\$180.00 ²
Additional Service Cost:			
Item #	Description	Unit	Price
3	Separation from Other Prisoners Rate	Per Mile	\$0.65/Mile ³
4	Non-Stop Transport Rate	Per Mile	\$1.30/Mile ³
5	Out of Zone Service Area Rate for NV, CA, OR, WA, MT, ID, WY, ND, SD, RI, NH, VT, ME, MI, NY, CT, MA, FL	Per Mile	\$0.30/Mile ³
6	Minimum Transport Fee	Per Trip	\$1000.00 ⁴
7	Penalty for each Canceled Trip/Attempted Pick Up	Per Trip	50% of the mileage rate ⁵
Outside Continental US (OCONUS)/Air Transportation Cost			
Item #	Description	Unit	Price
8a	Male Prisoners	Per Trip	Per Bid
8b	Female Prisoners	Per Trip	Per Bid
8c	Transgender Prisoners	Per Trip	Per Bid
8d	Penalty for each Canceled Trip	Per Trip	Direct Cost Incurred ⁵
Special Needs Transport Transportation Cost (Medical)*			
Item #	Description	Unit	Price
9a	Require special Medical attention or consideration	Per Mile	Per Bid
9b	Cost of Medication or Medical treatment not resulting from negligence or fault of Contractor	Per incident	Actual Cost
9c	Wait Time if Prisoner requires Medical treatment hospitalization en route	Per Hour	\$60/hour

¹ The standard price includes a Ground Fee plus Mileage Rate based on type of prisoner (ex. adult male, juvenile, etc.). For these services, the Agency shall be charged for the mileage traveled from prisoner pickup to prisoner drop off and back to the pickup address (round trip mileage). Transportation mileage shall be determined using Google Maps.

² The standard price includes a Ground Fee plus Mileage Rate based on type of prisoner (ex. adult male, juvenile, etc.). For these services, the Agency shall be charged for the mileage traveled from Contractor’s office in Topeka, KS, to prisoner pickup, to prisoner drop off, and

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back to Contractor's office in Topeka, KS (date specific mileage). Transportation mileage shall be determined using Google Maps.

³ For these additional service cost, the mileage used will be based on either the mileage traveled from prisoner pickup to prisoner drop off and back to the pickup address (round trip mileage) or the mileage traveled from Contractor's office in Topeka, KS, to prisoner pickup, to prisoner drop off, and back to Contractor's office in Topeka, KS (date specific mileage).

⁴ A substitute charge (minimum transport fee) will be used when the total incremental rates/fees on the invoice are less than \$1000.00.

⁵ A cancellation pick up fee will be charged when the cancellation occurs after the transportation agents have begun their travel to the pickup location (ground service) or when cost are incurred (air transport); no cancellation fee will apply otherwise. Cancellation fees shall not be assessed when the cancellation is due to the fault or request of the Contractor or Contractor's employees. An attempted pick-up fee will be charged when under no fault of our own, an Agent feels we cannot safely transport a prisoner (ex. not provided medication, no prior knowledge of very a combative/dangerous prisoner, etc.)

****This Medical Cost/Fees only apply when the reasons for the treatment are not caused or attributed to the Contractor. If a prisoner has symptoms of or has tested positive for COVID-19 or any other infectious or contagious diseases, Contractor will not transport said prisoner until the prisoner is free of symptoms and receives clearance from the medical.**

2.12 Insurance Requirements

2.12.1 Each successful Bidder shall maintain insurance which at minimum, shall include the following types of insurance and coverage limits:

a. Comprehensive General Liability coverage for professional law enforcement liability, contractual liability, death, bodily injury, personal injury including false arrest, detention, malicious prosecution, libel, slander, defamation of character, violations of the right of privacy, negligent acts, errors and omissions attributable to the Contractor in an amount not less than one million five hundred thousand (\$1,500,000.00) per occurrence. This comprehensive general liability coverage may be provided by a combination of two or more policies.

b. Automobile Liability – a combined single limit for bodily injury and property damage of not less than one million five hundred thousand dollars (\$1,500,000.00) each occurrence with respect to Contractor vehicles (whether owned, hired, non-owned), assigned to or utilized in the performance of this contract.

c. Automobile Property Damage Insurance coverage in an amount not less than one million (\$1,000,000.00) for all property damage by automobile.

d. Professional Liability – coverage in an amount not less than one million five hundred thousand (\$1,500,000.00) each claim. Policy must contain professional errors and omissions for prisoner transportation.

e. Workers' Compensation Insurance to cover obligations imposed by Federal and State Statutes having jurisdiction of its employees engaged in the performance of the services, and Employers' Liability insurance with a minimum limit of one hundred thousand dollars.

2.12.2 Contractor shall submit to MDOC within 30 days of notification of intent to award, a certificate of insurance which outlines the coverage and limits defined in the procurement and contract. There are no provisions for exceptions to this requirement. Failure to provide the certificates of insurance within 30-day period may be cause for the bid to be declared non-responsive or for your contract to be cancelled.

2.12.3 Contractor shall obtain at Contractor's expense the insurance requirements specified in the procurement and contract prior to performing under this contract, and Contractor shall maintain the required insurance coverage throughout the duration of this Contract and all warranty periods. There are no provisions for exceptions to this requirement.

STS and its insurance coverage can meet all requirements.

Client#: 772169		COMIS															
ACORD. CERTIFICATE OF LIABILITY INSURANCE		DATE (MM/DD/YYYY) 6/03/2025															
<p>THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.</p>																	
<p>IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer any rights to the certificate holder in lieu of such endorsement(s).</p>																	
PRODUCER INSPRO, a Marsh & McLennan Agency LLC, Company 4000 Pine Lake Road Lincoln, NE 68506		CONTACT NAME: Becca A Dingwell PHONE (A/C, No. Ext): E-MAIL: Becca.Dingwell@MarshMMA.com ADDRESS:															
INSURED Comissioning Inc dba Security Transport Services 1643 SW 41st St. Topeka, KS 66609		<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <th style="text-align: left;">INSURER(S) AFFORDING COVERAGE</th> <th style="text-align: left;">NAIC #</th> </tr> <tr> <td>INSURER A: Indian Harbor Insurance Company</td> <td>36940</td> </tr> <tr> <td>INSURER B: Lexington Insurance Company</td> <td>19437</td> </tr> <tr> <td>INSURER C: NorthStone Insurance Company</td> <td>13045</td> </tr> <tr> <td>INSURER D: LM Insurance Corporation</td> <td>33600</td> </tr> <tr> <td>INSURER E: Hudson Insurance Company</td> <td>25054</td> </tr> <tr> <td>INSURER F: Travelers Bond Company, Inc.</td> <td>23733</td> </tr> </table>		INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: Indian Harbor Insurance Company	36940	INSURER B: Lexington Insurance Company	19437	INSURER C: NorthStone Insurance Company	13045	INSURER D: LM Insurance Corporation	33600	INSURER E: Hudson Insurance Company	25054	INSURER F: Travelers Bond Company, Inc.	23733
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REVISION NUMBER:																	
<p>THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.</p>																	
TYPE	TYPE OF INSURANCE	POLICY NUMBER	POLICY PERIOD (MM/DD/YYYY)														
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> BI/PD Ded:25000 GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:	ESG005903804	05/11/2025 05/11/2026														
			EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (if applicable) \$100,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMPLEXP AGG \$2,000,000 Professional \$2,000,000														
E	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-SCHEDULED AUTOS ONLY	HST00023804	05/11/2025 05/11/2026														
			LIMITED SINGLE UNIT (EA accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$														
B	UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB OCCUR CLAIMS-MADE DED: <input checked="" type="checkbox"/> RETENTION \$10000	018303194	05/11/2025 05/11/2026														
			EACH OCCURRENCE \$2,000,000 AGGREGATE \$2,000,000 \$														
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	WCN6011612	02/08/2025 02/08/2026														
D	Y/N <input checked="" type="checkbox"/> N/A	WCS33SB2665P015	02/08/2025 02/08/2026														
			<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E L EACH ACCIDENT \$1,000,000 E L DISEASE - EA EMPLOYEE \$1,000,000 E L DISEASE - POLICY LIMIT \$1,000,000														
F	Crime/Employee Dishonesty	108287008	06/03/2025 06/03/2026 \$100,000														
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required) General Liability policy includes: Public Liability, Professional Liability (\$2,000,000/\$2,000,000 per occurrence/aggregate limit), Blanket Additional Insured ** Workers Comp Information ** (See Attached Descriptions)																	
CERTIFICATE HOLDER		CANCELLATION															

Section 3. Bid Submission and Opening

3.1.7 Bidder must provide an equipment/transportation vehicle summary that will be used in performance of bidder responsibilities under this agreement to include make/model of vehicle,

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odometer reading, compliance with all federal guidelines and regulations with respect to locks, windows, seatbelts, biddle guard, heating and air conditioning in the prisoner areas, video monitoring, GPS tracking, recent vehicle inspections, and the like.

Current vehicle Summary (via Enterprise/Efleets website). See section 2.7 for details surrounding transport vans

Vehicle	Calculated Mileage	Year	Make	Model	VIN	License Num	Customer Vehicle ID**	Delivery Date	Fleet Vehicle Status	Notes
252KTT	435000	2013	Kia	Optima	5XXGM4A73DG255738	145RPR	C145	11/01/2022	COVP	
2345QJ	22475	2024	Toyota	RAV4	2T3P1RFVXRW484903	132IAHL	RAV 4	10/04/2024		
252KTR	519339	2014	Ford	E-150	1FMNE1BLXEDA71478	752RMB	V178	11/01/2022	COVP	
26WJGM	197510	2022	Ford	Transit-350 Passe	1FBAX2C84NKA77063	051SCH	V214	06/28/2023		
27CPT9	170970	2023	Ford	Transit-350 Passe	1FBAX2C83PKB31777	989SACJ	V220	02/05/2024		
27CPT8	214502	2023	Ford	Transit-350 Passe	1FBAX2C82PKB31866	974BACJ	V221	02/08/2024		
27Z14H	78536	2023	Ford	Transit-350 Passe	1FDAX2C84PKD31884	5197AJD	V222	11/15/2024		
284S2W	1327	2024	Ford	Transit-350 Passe	1FBAX2C8XRKB26563	975BAGH	V223	07/18/2025		
30452J	94255	2024	Ford	Transit-350 Passe	1FBAX2C80RKB25677	998BAGH	V224	11/25/2024		
284RXN	52909	2024	Ford	Transit-350 Passe	1FBAX2C8XRKB25445	1430AGU	V226	03/18/2025		
25472S	18920	2024	Ford	Transit-350 Passe	1FBAX2C86RKB25569	1364AGU	V227	05/13/2025		
284RWL	68381	2024	Ford	Transit-350 Passe	1FBAX2C85RKB26521	1610AGU	V228	01/14/2025		
25452N	12713	2024	Ford	Transit-350 Passe	1FBAX2C85RKB26728	1520AGU	V229	06/11/2025		

3.1.8 Bidder must submit USDOT and MC number. MDOC will verify the validity using the FMCSA website. Bidder must also provide photographs of all vehicles to be used under this solicitation.

STS' USDOT #: 509078 and MC #:244553

Current Extradition Vans (Vehicle ID #s): V220, V221, V 222, V223, V224, V225, V226, V227, V228, V229

Note:

- Vehicle ID# V214 is no longer in service and it will be replaced by V225
- Vehicle ID #s C145, V178 and RAV are not used for Extradition.

EXCEPTION: Images are missing for V225 (waiting for delivery from upfitter) and V222 (out executing prisoner transport). V225 and V222 are similar make and model and layout as rest of extradition vans.

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3.1.9 Bidder shall submit proposed plan for providing services to include customary transportation, protocol for offender meal breaks, restroom breaks, overnight housing, hygiene, and the like.

The following table highlights additional measures STS can take to transport an inmate.

No	Type	General Scheduling/Pick Up Process	Additional Measures to Consider
1	Routine Male Transports	<p>* Scheduling reviews detainee information and determines general requirements for team makeup (ex need female extradition agent to transport female detainee). For High Risk and other types of offenders (No 3 - 8), Schedulers contact the Chief to inform the entire transport plan.</p> <p>* At least 24 hrs. prior to arrival: Contact Booking to ascertain detainee transport readiness and misc. issues/concerns. Contact Medical to ascertain whether detainee can safely be transported, any medical issues that would prevent transport and medication readiness.</p> <p>* Day of arrival: Contact Booking to ascertain Detainee transport readiness status and misc. issues/concerns. Contact Medical (If not available at 24 hr. call) to ascertain whether detainee can safely be transported, any medical issues that would prevent transport and medication readiness.</p>	* Transport with Male Extradition Agent.
2	Routine Female Transports (to include pregnancy)		<p>* Transport with Female Extradition Agent.</p> <p>* If pregnant, no restraints while escorting to and from vehicle, restraints while in transit/sitting, more frequent bathroom breaks, review dietary restrictions/requirements, ensure proper medication is provided and given at doctor prescribed intervals.</p>
3	High Risk Offenders		<p>* Chief contacts agencies to ascertain risk of offender.</p> <p>* Chief determines course of action which can include add transport agent, use most experienced team, transport alone and/or directly to facility, use black box restraints to limit movement, ensure we have enough medication for trip, more frequent communication on status of transport, communicate detainee requirements to prepare housing agency.</p>
4	Offenders diagnosed with mental health disorders		<p>* Chief contacts agencies to ascertain risk of offender.</p> <p>* Chief determines course of action which can include add transport agent, use most experienced team, transport alone and/or directly to facility, use black box restraints to limit movement, ensure we have enough medication for trip, more frequent communication on status of transport, communicate detainee requirements to prepare housing agency.</p>
5	Mentally Challenged Offenders		<p>* Chief contacts agencies to ascertain risk of offender.</p> <p>* Chief determines course of action which can include transport isolated and/or directly to facility, transport by air, ensure we have enough medication for trip, more frequent communication on status of transport, communicate detainee requirements to prepare housing agency.</p>
6	Medically and chronically ill offenders		<p>* Chief contacts agencies to ascertain risk of offender.</p> <p>* Chief determines course of action which can include, transport by air, ensure we have enough medication for trip, more frequent communication on status of transport, communicate detainee requirements to prepare housing agency, ensure vehicle can support disabled offender, evaluate shackling technique.</p>
7	Disabled Offenders		<p>* Chief contacts agencies to ascertain risk of offender.</p> <p>* Chief determines course of action which can include transport isolated and/or directly to facility, transport by air, ensure we have enough medication for trip, more frequent communication on status of transport, communicate detainee requirements to prepare housing agency.</p>
8	Juvenile Offenders		<p>* Transport with team that includes both Male & Female Extradition Agents.</p> <p>* Transport isolated and/or directly to facility, transport by air, communicate detainee requirements to housing agency.</p>

Reference STS Standards and Procedures pdf document for specific details.

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3.1.10 Bidder shall submit a proposed plan for management of emergency situations and cancellations as a response to regional, statewide, or national emergencies.

The following table outlines how we anticipate various crises that could impact our operations and the plans in place to support operating the business.

CRISIS MANAGEMENT			
CRISIS	BUSINESS IMPACT	APPROACH	SUPPLIER
Inability to source vehicle or vehicle parts	Vehicles will have extensive mileage on them from over use, which leads to frequent breakdowns and vehicles can be down for extended period of time due to parts shortage which will lead to vehicles not getting fixed in a timely manner. Both of these will impact our ability to consistently pick up/deliver detainees in the time frame requested by customer.	STS has engaged a Fleet Management Partner which operates a network of more than 50 fully staffed offices and that manages a fleet of more than 470,000 vehicles in the U.S. and Canada. They have an extensive network of service providers (Valvoline, Jiffy Lube, Car Dealerships) to help us buy vehicles and get them serviced anywhere in the country.	* Enterprise Fleet Management
Inability to house inmates	Agencies can deny housing detainees overnight which can lead to extended driving hours by agents/officers. This will impact our ability to safely and consistently pick up/deliver detainees in the time frame requested by customers.	STS has been in the transport business for over 30 years and over that time we have maintained great relationships/have an extensive list of Law Enforcement agencies we can house detainees.	* Local (KS) Law Enforcement Agencies =+5 * Nationwide (county) Law Enforcement Agencies =+200
Inability to obtain financing	Lending organizations can deny our ability to gain short term financing, which could impact our ability to pay bills and/or employees. This will impact our ability to remain an ongoing entity.	STS has been in business for over 30 years so we not only have local banking relationships who provide savings/checking/line of credit services but also an investing firm to improve interest gained on excess operating funds.	* Kaw Valley Bank (Savings/Checking) * Core First Bank (Savings/Checking/LOC) * Edward Jones Investments (Investment)
Inability to hire staff	* Transport Officers /Agents - Potential employees may not be interested in working for us due to pay, extended time away from family/friends or dangers surrounding the type of work we do, which will impact our ability to hire and training quality staff. This will impact our ability to consistently pick up/deliver detainees in the time frame requested by customers and may ultimately lead to our inability to remain an ongoing entity. * Schedulers - Potential employees may not be interested in working for us due to pay which will impact our ability to hire and training quality staff. This will impact our ability to take orders in a timely manner.	STS has been actively using consultants to improve hiring and employee relations processes to ensure we remain competitive in this tight employee seeking job market. STS has invested in cloud based software to automate the order creating process which will lead to having customer place orders themselves via our web site and make it simpler/easy to create schedules for transport officers/agents to pickup/drop off detainees.	* Korn Ferry Consultants - HR focus * Zip Recruiter/Indeed Online Job Boards * KS Job/Recruiting Fairs * Vestigo Studios (Order Management) * Descarte (Logistics Management)
Inability to secure company /client information	Cybersecurity flaws or theft of confidential information from clients can lead to orders not getting generated in a timely manner. This will impact our ability to remain an ongoing entity.	STS is partnering with a cybersecurity firm that provides broad cybersecurity experience and award-winning services for network security, extended detection and response, and endpoints.	* ATT Cybersecurity (Cybersecurity Services and Tools)
Inability to take /generate orders	Intermittent internet phone service outages can lead to orders not getting generated in a timely manner. This will impact our ability to consistently pick up/deliver detainees in the time frame requested by customers.	STS has partnered with a leading provider of Internet, Voice and Wireless in the country to ensure our systems are available 24/7/365.	* ATT Business Solutions (Phone, Internet)

The following table summarizes our emergency response continuity of operations plan, which addresses our pandemic preparedness and contingency plans for staffing and communication disruption.

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SUMMERIZED EMERGENCY RESPONSE/CONTINUITY OF OPERATIONS PLAN			
TOPIC	ISSUE	PLAN	READINESS TESTING
Employee/Organization Training	Workforce is remote/mostly in the field	<p>STS has 2 types of Training Plans - In person and Online Training. All training is shared with employees once the training is scheduled via email or txt message. Attendance is taken and information is stored when the training was completed, which employee has completed it and whether they achieved a pass rating (if applicable).</p> <p><u>In person Training</u> - happens at least once per year and occurs on a yearly basis depending on the requirement topic. This training includes things like Gun Safety Training, CPR, OSHA requirements, etc..</p> <p><u>Online Training</u> - happens throughout the year and occurs on a yearly basis. This training covers how we execute using policy & procedures. This training is available 24 hrs/7 days a week via our online training portal.</p>	<p>Since most of our staff works remotely we are always executing this plan to ensure they are training.</p> <p>We have hired external resources for Gun Safety and CPR. Orin Comissiong (Chief) is responsible for training and Leticia Dominguez (Administration Coordinator) is responsible for employee participation/performance.</p> <p>We have moved our policies and procedures to Talentcards, an online micro learning platform which every can access 25/7. As well as leverage various other online platforms (Mineral, etc.) to deliver relevant training materials as needed. John Comissiong (President) is responsible for content creation and Leticia Dominguez (Administration Coordinator) is responsible for employee participation/performance.</p> <p>A third party provider will not test our readiness to execute our training.</p>
Employee/Organization Staffing	Employees are incapacitated due to illness	<p>In the event STS employees are incapacitated due to illness, we will</p> <ul style="list-style-type: none"> * Check with CDC for latest guidance on /status of illness * Immediately notify all employees that contagious outbreak has occurred and the likelihood of spreading is high. * Ask for readiness headcount - who is sick/has symptoms vs sick/has no symptoms * For non sick employees - Notify them to follow CDC Guidelines to remain safe and reassign work to non sick personnel * Contact agencies of issues and work to reschedule pick up/drop off timing 	<p>Since coming through the COVID pandemic, we feel the this plan was tested enough to ensure we maintained operational readiness, therefore, no third party provider will test our readiness</p>
Execute Essential Business Functions	Contagion control measures prevent them from coming to the primary workplace	<p>In the event STS has to prevent employees from coming to our primary workplace, We have provided our employees with tools to work virtually. These tools included laptops, cellphones and cloud based order management and scheduling/routing software. This should support working remotely and removing the need to come into the workplace</p>	<p>This plan is tested whenever any of our employees stay home for various reasons (kids home sick, etc.). We have proven we can maintain operational readiness (especially after coming through Covid) with the new tools to allow virtual work, therefore we will not employ a third party provider to test our readiness.</p>
Communicate with staff, suppliers and customers	Primary communications systems are overloaded or otherwise fail	<p>In the event of a major and sustain communication outage, STS will</p> <ul style="list-style-type: none"> * Have the drivers stop at the nearest facility and try to contact HQ for instructions * STS will try other means of communication (fax, land lines, mail) to communicate with its driver, suppliers and customers. <p>STS new provider (ATT Business) has the ability to prioritize our service based on the critical nature of business functions (ex first responders can get priority on cell tower). We have been informed we can be added to the list below first responders to improve our ability to get service when systems are overloaded.</p>	<p>ATT will be our third party provider and they are charged with ensuring our communications are secure and available 24/7/365.</p>

Reference STS Standards and Procedures pdf document for specific details.

3.1.11 Bidder must submit an Organizational Chart.

ESSENTIAL BUSINESS FUNCTIONS & KEY EMPLOYEES		
BUSINESS FUNCTION	KEY EMPLOYEES	# ASSIGNED
Extradition Officers/Agents - charged with safely executing the pick up/drop off of detainees	<ul style="list-style-type: none"> * Jen Weick * Mike Butler * Leticia Dominguez * Juan Medina * Irene Ross * Russell Ross * Sandi Rogers * Gary Bills * Andre Ruffin * Paul Vossen * Linzie Gigger * April Cardwell * Justin Elliott * Brian Johnson * Zayne Martinek * Naterra Jefferson 	<ul style="list-style-type: none"> * Jen Weick (+4 Yrs as transport agent w/ STS) * Mike Butler (+5 Yrs as transport agent w/STS) * Leticia Dominguez (New agent) * Juan Medina (+5 Yrs as transport agent w/ STS) * Irene Ross (+5 Yrs as transport agent w/ STS) * Russell Ross (+5 Yrs as transport agent w/ STS) * Sandi Rogers (+9 Yrs as transport agent w/ STS) * Gary Bills (+8 Yrs as transport agent w/ STS) * Andre Ruffin (+4 Yrs as transport agent w/ STS) * Paul Vossen (+4 Yrs as transport agent w/ STS) * Linzie Gigger (+4 Yrs as transport agent w/ STS) * April Cardwell (New agent) * Justin Elliott (New agent) * Brian Johnson (New agent) * Zayne Martinek (New agent) * Naterra Jefferson (New agent)
Chief - Officer/Agent oversight/issue resolution, oversight of extraordinary transport situations and training	* Orin Comissiong	Orin has over 25 Yrs of corrections and security experience
Operations - customer liaison charged with taking customers orders, updating customer on orders/order status and creating/coordinating pick up/drop off schedule for officers/agents	<ul style="list-style-type: none"> * Jayme Anderson * Allison Wallace (New employee) 	Jayme has over 8 years prisoner transport experience (6 Yrs as transport agent)
Finance - charged with paying bills, account analysis/reconciliation, month end close/auditing and financial statement analysis, preparing invoices, validating receipts and keeping track of overdue accounts	<ul style="list-style-type: none"> * Anjie Eshelman (contractor) * Donna T aylor 	Donna has a combined 12 years working for STS in billing/scheduling
Customer Relations - charged internal sales and marketing programs	* David Escobar (New employee)	David has over 3 years experience in sales/marketing
Human Resources - charged with paying employees, business/employee compliance	* Lori Harwood	Lori has over 8 years experience in HR and administration support
Owner - charged with business decision making and growth initiatives	* John Comissiong	John has over 15 Years of executive leadership and business experience

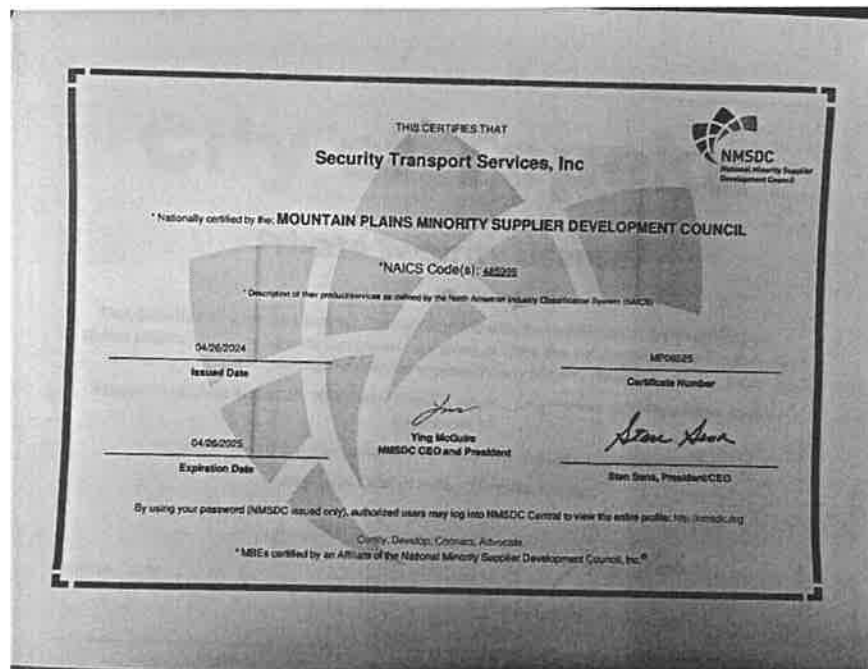
3.1.12 Bidder shall submit a list and resumes of key staff and supervisory personnel.

Completed by:

John Comissiong, Security Transport Services, President & Owner, pres-owner@sts1995.com

John Comissiong, President and Owner, is a highly motivated business executive with over twenty (20) years of operation and leadership experience. Previously, John served as Vice President and General Manager for Generac Power Systems, Inc., where he increased development and expansion efforts into both domestic and international markets. John also spent fifteen (15) years with Harley-Davidson company, where he worked in product management, consumer marketing, sales operations, finance, strategic planning, and manufacturing. He holds a master's degree in business administration from Duke University's Fuqua School of Business, a master's degree in mechanical engineering from Stony Brook University, and a bachelor's degree from Cornell University.

Orin Comissiong, Vice President & Chief of Prisoner Extradition Services, is a skilled law enforcement official with over twenty-five (25) years of leadership, corrections, and security experience. Orin Comissiong worked for the Saratoga Casino Hotel overseeing casino security and the Saratoga County Sheriff's Office as a Corrections Sergeant, overseeing the day-to-day operations and security of the correctional facility. A dynamic, results-oriented leader accustomed to working in high-paced environments, Orin also holds New York State certifications as a Corrections Instructor and Chemical Agents Corrections Instructor, in addition to being certified on the use of the National Crime Information Center database. He is also Taser and HR 218 Federal Firearms qualified.

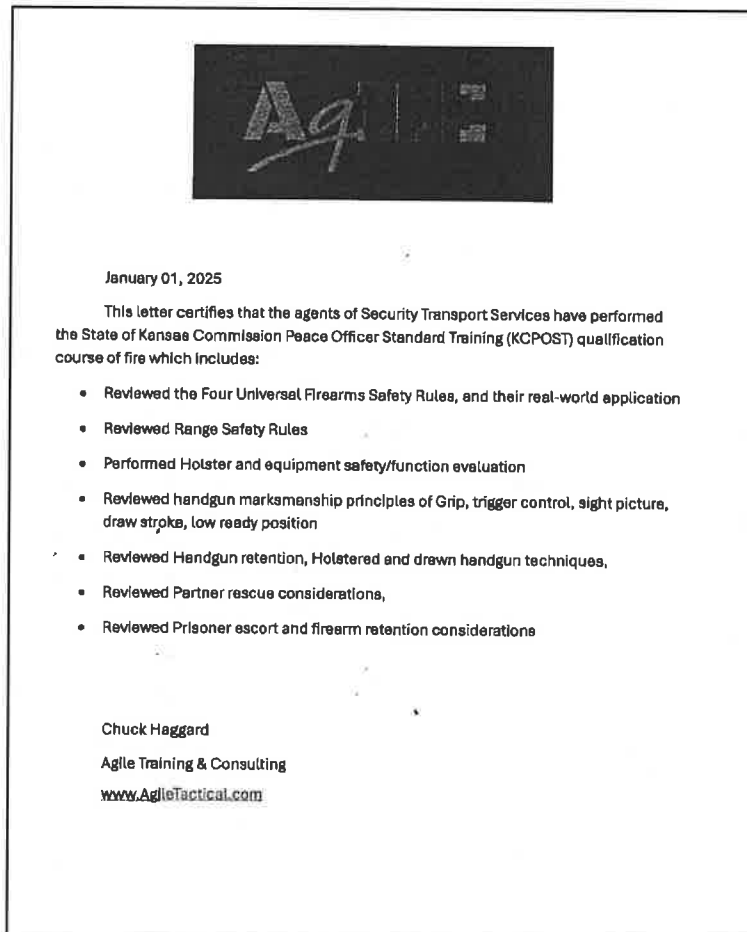


Certified Minority Business Enterprise

Completed by:
John Comissiong, Security Transport Services, President & Owner, pres-owner@sts1995.com

3.1.13 Bidder must submit assurances and certifications for officers assigned to perform transport duties under this agreement to reflect officer training in security and control of prisoners in accordance with all state and federal requirements to include compliance with the Interstate Transportation of Dangerous Criminals Act of 2000. Bidder should include copies of applicable written policies and procedures, in particular, policies surrounding restraints and their use, use of force, and incident management.

STS assures and certifies for officers/agents assigned to perform transport duties under this agreement to reflect officer training in security and control of prisoners in accordance with all state and federal requirements to include compliance with the Interstate Transportation of Dangerous Criminals Act of 2000.



Firearm Training Endorsement

Completed by:

John Comissiong, Security Transport Services, President & Owner, pres-owner@sts1995.com

Reference STS Standards and Procedures pdf document for specific details surrounding restraints and their use, use of force, and incident management.

3.1.14 Bidder must submit assurances and/or certifications to support that it operates under the Motor Carrier Act and has a valid DOT and MC number to operate as a "Passenger Carrier for Hire" for interstate and intrastate operations.


Authority to Transport (MC Registration Renewal and UCR)

U.S. Department of Transportation Federal Motor Carrier Safety Administration		MOTOR CARRIER IDENTIFICATION REPORT (Application for U.S. DOT NUMBER)			
REASON FOR FILING (Check Only One)					
<input type="checkbox"/> NEW APPLICATION		<input type="checkbox"/> RENEWAL/UPDATE ON CHANGES		<input type="checkbox"/> OUT OF BUSINESS NOTIFICATION	
<input type="checkbox"/> REAPPLICATION (AFTER REVOCATION OF NEW ENTRANT)					
1. NAME OF MOTOR CARRIER SECURITY TRANSPORT SERVICES INC.			2. TRADE OR D.B.A. (DOING BUSINESS AS) NAME		
3. PRINCIPAL ADDRESS		4. CITY	5. STATE/PROVINCE	6. ZIP CODE + 4	7. COUNTRY (MEXICO ONLY)
1543 SW 4TH		TOPEKA	KANSAS	66609	
8. MAILING ADDRESS		9. CITY	10. STATE/PROVINCE	11. ZIP CODE+4	12. COUNTRY (MEXICO ONLY)
1543 SW 4TH		TOPEKA	KANSAS	66609	
13. PRINCIPAL BUSINESS PHONE NUMBER (785) 267-3070		14. PRINCIPAL CONTACT CELL PHONE NUMBER		15. PRINCIPAL BUSINESS FAX NUMBER (785) 267-7402	
16. USDOT NO. 500078	17. MC OR MX NO. MC284153	18. DUN & BRADSTREET NO.		19. IRS/TAX ID NO. EIN#	
20. INTERNET E-MAIL ADDRESS admin@sts1995.com		21. CARRIER RELEASE (no interval 15,000 miles for Less Calendar Year)		YEAR	
		150000		2025	
22. COMPANY OPERATION					
<input type="checkbox"/> A. Interstate Carrier <input type="checkbox"/> B. Intrastate Non-Hazardous Carrier <input type="checkbox"/> C. Intrastate Non-Hazardous Carrier <input type="checkbox"/> D. Interstate Non-Hazardous Carrier <input type="checkbox"/> E. Intrastate Non-Hazardous Carrier <input type="checkbox"/> F. Vehicle Registration Only					
23. OPERATION CLASSIFICATION (Circle All that Apply)					
<input type="checkbox"/> A. AUTHORIZED FOR HIRE <input type="checkbox"/> D. PRIVATE PASSENGER, BUSINESS <input type="checkbox"/> G. U. S. MAIL <input type="checkbox"/> J. LOCAL GOVERNMENT					
<input type="checkbox"/> B. EXEMPT FOR HIRE <input type="checkbox"/> E. PRIVATE PASSENGER, NON-BUSINESS <input type="checkbox"/> H. FEDERAL GOVERNMENT <input type="checkbox"/> K. INDIAN TRIBE					
<input type="checkbox"/> C. PRIVATE PROPERTY <input type="checkbox"/> F. MIGRANT <input type="checkbox"/> I. STATE GOVERNMENT <input type="checkbox"/> L. OTHER					
24. CARGO CLASSIFICATIONS (Circle All that Apply)					
<input type="checkbox"/> A. GENERAL FREIGHT <input type="checkbox"/> F. LOGS, POLES, BEAMS, LUMBER <input type="checkbox"/> K. LIQUID/GASES <input type="checkbox"/> P. GRAIN, FEED, HAY <input type="checkbox"/> U. CHEMICALS <input type="checkbox"/> Z. UTILITY					
<input type="checkbox"/> B. HOUSEHOLD GOODS <input type="checkbox"/> G. BUILDING MATERIALS <input type="checkbox"/> L. INTERMODAL CONTAINERS <input type="checkbox"/> Q. COAL, COKE <input type="checkbox"/> V. COMMODITIES (NOT BULK) <input type="checkbox"/> AA. FARM SUPPLIES					
<input type="checkbox"/> C. METAL SHEETS, COILS, ROLLS <input type="checkbox"/> M. PASSENGERS <input type="checkbox"/> H. MEAT					


MC Registration Renewal

Completed by:

John Comissiong, Security Transport Services, President & Owner, pres-owner@sts1995.com



2025 UCR Registration is VALID!



Confirmation # 000-14529004
 Registered on: 10/04/2024 16:56 EST
 Generated: 10/05/2024 15:56 EST

Year: 2025

Date	Bracket	UCR Fee	Conv. Fee	Total	
10/04/2024	Bracket 3 (17 veh.)	\$276.00	\$8.20	\$284.20	Auto-renew

Bracket: 6 to 20 vehicles (17 vehicle(s))
 USDOT #: 509078
 Classification: Motor Carrier
 Legal Name: SECURITY TRANSPORT SERVICES INC
 Base State: Kansas
 Principal: 1643 SW 41TH
 TOPEKA, KS 66609
 US
 Payor: Security Transport Services, John Comissiong
 *** Expires: 12/31/2025 ***

Unified Carrier Registration

Completed by:

John Comissiong, Security Transport Services, President & Owner, pres-owner@sts1995.com

STS Standards & Procedures on Transport, Escort, and Search
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- 11.0 SEXUAL ABUSE VICTIMIZATION**
- 12.0 SCHEDULED/UNSCHEDULED STOP STANDARDS**
- 13.0 EMERGENCY SITUATION STANDARDS**
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- 15.0 BASIC MAP READING**
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Note: CBT (CPR, HIPAA) provided by North American Learning Institute

1.0 GENERAL STANDARDS

Safety During Extradition Operations: The safety of STS employees, detainees, and the public is paramount during all aspects of STS operations.

Reasonable Accommodations: Reasonable accommodation must be made for a detainee's known or reported mental, physical and/or other special needs consistent with safety, and security requirements.

Integrity and Professionalism: Officers/ Agents must speak & act with the utmost integrity & professionalism. They must conduct themselves in a manner that always reflects positively on STS. Officers/ Agents shall not accept loans, gifts, gratuities, or any other favors from detainees. Officers/Agents shall not loan money or other property, nor grant unauthorized favors to detainees. Officers/Agents shall not discuss or conduct personal, professional, employee, or STS business with a detainee or discuss STS business with the general population/through social media.

Alertness and Sound Judgement: Following security protocols is of utmost importance when transporting a detainee, therefore officers/agents must be alert, pay attention and be aware of their surroundings as well as use sound judgement when a difficult or emergency situation arises.

Zero Tolerance related to Sexual Abuse: STS has a zero-tolerance policy prohibiting all forms of sexual abuse of individuals in STS custody during transport.

Religious Sensitivity: Without compromising officer/agent safety, officers/ agents should remain cognizant of an individual's religious beliefs while accomplishing an enforcement action in a dignified and respectful manner.

Non-Discrimination: STS employees must treat all individuals with dignity and respect. STS employees will perform their duties in a non-discriminatory manner, with respect to all forms of protected status groups (race, color, national origin, religion, age, sex (gender), sexual orientation, physical or mental disability) and reprisal under federal law, regulation, or policy, with full respect for individual rights including equal protection under the law, due process, freedom of speech, of religion, from excessive force, and unreasonable searches.

Treatment of Juveniles/At Risk Populations: Officers/Agents will consider the best interest of the juveniles/at risk populations at all decision points beginning at the first encounter and continuing through processing or transfer. Officers/Agents should recognize that juveniles/at risk populations can experience situations differently than most.

Duration of Transport: Every effort must be made to promptly transport detainees as appropriate according to each contracting agency's policies, and as operationally feasible.

On/Off Duty Conduct: Officer/Agents must possess a valid, non-suspended driver's license, operable (to manufacturers specification) firearm & not have been arrested for a crime. It is the responsibility of officers/agents to notify the President or Chief (prior to the start of a shift) when their license is suspended, can't carry their firearm or they have been arrested.

GENERAL STANDARDS TEST

- Test score pass percentage: 100%

- Number of quiz questions: 3

2.0 OFFICER/AGENT RESPONSIBILITIES

Compliance: Officers/Agents will use the vehicle for business purposes only, unless authorized by the President/Chief.

Driving Behavior: Vehicles must be operated in accordance with all appropriate traffic laws, signs, rules, and DOT regulations.

Rest: Teams are required to take shifts when driving. No individual should drive more than 10 hours or work more than 15 hours in a 24-hour period when practical. All individuals should have at least 8 hours of uninterrupted rest when practical.

Pat-Down/Strip Search: No detainee will be transported without the officer/agent conducting a pat-down/strip search of the detainee, except when exigent circumstances pose a safety hazard or danger to the officer/agent, detainee, or public. In the case where a search has not been conducted, STS will not transport until the circumstances have been resolved to the Chief's satisfaction.

Gender Segregation: Male and female adult detainees will always be separated during transport and escort.

Mealtime: Detainees will be provided with food at regularly scheduled mealtimes and potentially more depending on if they are an part of a At Risk Population (e.g., pregnant female, elderly). All food served must be documented.

Vehicle Security: Officers/Agents must secure the vehicle before leaving it unattended. This includes removing the keys from the ignition or from the vicinity of the vehicle.

Unattended Detainees: Officers/Agents must never leave detainees unattended, out of sight or out of their immediate area of control.

Vehicle Inspection: At the beginning and end of each shift/day the vehicle should be cleaned. A physical inspection of the vehicle's confinement area is required.

Authorized Attire: Officers/Agents must follow the STS' policies and procedures related to attire. Badges and nameplates should be worn on the outermost uniform garment and be visible to the public when practicable.

Detainee Communication: Officers/Agents transporting detainees must communicate instructions in a clear, professional manner. Extra efforts may be required to ensure at-risk detainees can comprehend the officer/agent instructions and questions. This also applies to detainees that exhibit a communication disability (e.g., hearing impaired).

Detainee Distress: In addition to verbal communication, officers/agents must be alert to non-verbal cues exhibited by detainees that might indicate that the detainee is in mental or physical distress. This might include expressions of suicidal thoughts, hallucinations, or other signs of disorientation.

Office Communication: Officers/Agents transporting detainees must communicate to the office the following information - pickup/drop off times/location, medical/emergency issues, housing stops (times/location), the 24 hours prior to arrival call, the morning of arrival and the morning of drop off call. Include the detainee's info.

Agency Communication: Office staff must communicate to the hiring agency the following information - pickup/drop off times, medical/emergency issues, significant delays. Include the detainee's info.

Knowledge of Detainee: If you have close contact history or relation to a detainee, you are to immediately notify the chief, the office, and your partner regarding your specific knowledge of the inmate. The chief will help inform you on how best to handle the interactions and your partner should take the lead in all interactions with this detainee when feasible (ex if your partner is the same gender as detainee).

Medical Issues: Officers/Agents must be alert to medical symptoms such as coughing, fever, diarrhea, rashes or emaciation, in addition to obvious wounds, injuries, cuts, bruising or bleeding, heat related injury or illness, and dehydration. Any observed or reported injury or illness must be reported to the office and hiring agency, and appropriate medical care must be provided or sought before transport from a facility. If any of these issues occur during transport, appropriate medical care must be provided or sought in a timely manner and notification to the Chief and Agency.

Report Generation: When generating a report describing an incident/issue, please answer the following questions: WHO is the prisoner? WHEN did the issue take place? WHERE did the issue take place? WHAT happened? HOW did you correct/address the issue? WHY did you do what you did?

OFFICER/AGENT RESPONSIBILITIES TEST

- Test score pass percentage: 100%
- Number of quiz questions: 9

3.0 VEHICLE STANDARDS

Safety and Compliance: STS vehicles used for transporting detainees must be properly equipped, maintained, and operated to comply with applicable federal and state laws and STS Policies.

Vehicle Interiors: STS vehicle interiors must be kept clean. Garbage such as takeout food containers, empty water bottles, etc. should be discarded daily. The vehicle floor and seats should be debris free before an inmate enters a vehicle. Surfaces should be wiped down regularly with disinfectant to kill germs. Ensure the "wear your seatbelt" stickers are readable and posted in each inmate section.

Vehicle Exterior: Fluids, tire pressure, tires, hoses, belts, lights, wiper blades, etc. should be checked daily to ensure the vehicle is in proper working order and will not break down during transport. Take the vehicle for service when required and when it doesn't interfere with business operations. Take the vehicle to a car wash regularly.

Vehicle Equipment: Officers/Agents assigned to a vehicle must ensure it has the necessary safety and emergency equipment such as triangle reflectors, fire extinguisher, and properly stocked first aid kit.

Search for Weapons, Dangerous Items and Contraband: All STS vehicles, including the confinement space and the immediate area surrounding the confinement space, must be searched prior to, and following each transport to ensure that no weapons, dangerous items (including items that could be used for suicide), or contraband are present.

VEHICLE STANDARDS TEST

- Test score pass percentage: 100%
- Number of quiz questions: 5

4.0 RESTRAINT STANDARDS

General - Restraints: The use of restraints on detainees during transport must be in a manner that is safe, secure, humane, and professional. It is the responsibility of officers/agents to ensure that restraints are used at all times during transport. Detainees who are restrained must be monitored at all times. At no time will restraints be used in a punitive manner or in a manner that causes detainee undue pain.

Vehicle Equipment: Officers/Agents using a vehicle must ensure it has the necessary number and type of restraints (i.e. hand restraints /handcuffs, leg restraints, one piece restraints/belly chains) that are assigned to the vehicle.

Testing of Restraints: Officers/Agents must regularly test hand restraints /handcuffs, leg restraints, one piece restraints/belly chains, or other restraining devices to ensure that they are functioning properly.

Use of Restraints: The use of restraints on detainees during the search or transport process must be in a manner that is safe, secure, humane, and professional. It is the responsibility of officers/agents to ensure that the need and level of restraints used is consistent with STS operational policies and procedures.

Punishment: At no time will restraints be used in a punitive manner or in a manner that causes detainee undue pain.

Hand Restraint Application: When placing the hand restraints, the double bar of the hand restraint should face toward the ground and the keyhole should face the detainee.

Leg Restraint Application: When placing the leg restraints, the double bar of the leg restraint should face toward the detainee's shin and the keyhole should face the ground.

One Piece Restraint Application: When placing the one piece restraint, the chain is brought up to the detainee's belly button area, with the elongated chain loop end placed in the chain link at the belly button. The hand restraint are then applied through elongated chain loop. When the one piece restraint is applied correctly, the detainee should not be able to put their hands above their head when seated.

Methodology: All detainees will be appropriately strip searched or patted down prior to application of the restraints. Adult subjects (18 years of age or older and in the custody of adult authorities), will always be restrained during transport. Juvenile transportees (normally 17 years of age and younger, but maybe up to 23 years old and in custody of juvenile authorities) will always be restrained during transport, unless requesting agency orders otherwise and Chief agrees with the decision. If at any time a

"No Restraints" situation is determined or gives an indication that he or she will present a risk of any kind, secure the subject, and contact the Chief for further instructions on how to proceed. No officer/agent is allowed to proceed with a "No Restraint" situation without approval from the Chief.

Removal of Restraints: The following are the only ones allowed to order the removal of restraints: a judge/magistrate or member of the court staff; not the subject's lawyer, the agency who ordered the transport or their named designee (you will be informed of the names of those persons), law enforcement/corrections personnel, or the Chief.

RESTRAINT STANDARDS TEST

- Test score pass percentage: 100%
- Number of quiz questions: 7

5.0 SEARCH STANDARDS

SEARCH REQUIREMENTS

Legal Authority and Standards: All searches must be conducted under the appropriate legal authority and standards. Officers/Agents must be diligent in their efforts to protect a detainee's legal rights and treat detainees with respect, dignity, and an appropriate level of privacy.

Decision to Search: Officers/Agents will conduct a search at the time of pick up on all detainees being transported.

Conduct of Search: Searches must be conducted in a professional, thorough, and reasonable manner, consistent with the type of search required. In no case should any complaint, threat of complaint, or physical resistance result in a detainee not being searched, or being searched less thoroughly than is warranted by the circumstances. If a detainee claims he has a medical issue that would hinder the thoroughness of a search, ask for assistance from the facilities' staff.

Responsibilities during Search: Officers/Agents have a responsibility to safeguard detainees during a search. If there is any observed or reported indication that the detainee is injured or in any way may require medical treatment, appropriate medical care must be provided or sought in a timely manner.

COMMUNICATION

General – Communication: All search instructions must be communicated to the detainee in a language or manner the detainee can comprehend. For safety reasons, an explanation of an immediate pat-down for weapons or dangerous objects may be conducted after the search. Officers/ Agents will explain the search process, in general terms, as the search progresses.

GENDER OF SEARCHING OFFICER/AGENT

General – Gender of Officer/Agent: Whenever operationally feasible, officers/agents conducting a search or that are present at a medical examination, must be of the same gender as the detainee, or declared gender as the detainee being searched.

Exigent Circumstances: Cross-gender strip searches or cross-gender visual body cavity searches must not be conducted except in exigent circumstances including consideration of officer safety, or when performed by medical practitioners. When officers/agents of the opposite gender perform a strip search or are present at a medical examination such as a body cavity search or X-ray, it is mandatory that the other officer/agent be present.

PAT-DOWN SEARCH

General – Pat Down Search: An immediate pat-down or Terry frisk is an external search necessary to ensure officer safety. The scope of an immediate pat-down must be limited to those areas on a detainee where an officer/agent suspects a weapon or dangerous object may be concealed. There may be cases where it is necessary to search the detainee to ensure a weapon and/or dangerous object is not present.

STRIP SEARCH

General – Strip Search: A strip search requires a person to remove or arrange some or all clothing to permit a visual inspection of the person's breasts, buttocks, or genitalia related to searches for contraband.

Privacy: All strip searches must be conducted in a manner and location that provides the greatest degree of privacy possible. The number of officers/agents present must be limited to the minimum number needed to conduct and witness the search.

Strip Search Conduct: Generally during a strip search, the detainee being searched should remove their own clothing unless they refuse to cooperate. Officers/Agents should not touch the detainee during a strip search unless the detainee refuses to remove any article of clothing or otherwise impedes the officer/agent in the performance of their duties. In those rare instances where an officer/agent is required to touch a detainee or remove clothing, the circumstances must be documented. If a strip search cannot be performed, then execute a pat-down search.

Communication: Officers/Agents must ensure that the explanation of the search process is in a language or manner the detainee comprehends.

Search of Clothing: Each article of clothing that is removed must be thoroughly searched by the officer/agent.

Search of Prosthetic Devices: Removal of prosthetic devices such as an artificial limb is considered to be part of a strip search. If there is reasonable suspicion that contraband may be concealed within the device, the detainee being searched should remove the device if they can do so without medical assistance. If they cannot, or refuse to do so, the officer/agent must seek the assistance of medical personnel.

Search of Casts: Removal of a cast is considered to be part of a strip search. If there is reasonable suspicion that contraband may be concealed within a cast, officers/agents must take the detainee to a medical facility to have the cast X-rayed and/or removed. Under no circumstances will a cast be probed or removed by an officer/agent while it is attached to a detainee's body.

Search of Splints: Splints that are not able to be removed by the detainee should be removed by a medical practitioner such as a credentialed EMT. If there is any concern for the safety of the detainee, this should be done at a medical facility.

Objects in the Rectal Cavity: Officers/Agents should not ask a detainee to remove an object from the rectal cavity or attempt to remove it themselves. If there is reasonable suspicion that the detainee is carrying contraband in the rectal cavity, officers/agents must consult and receive approval from the Chief for a body cavity search and that search should be conducted by a medical practitioner.

Objects in the Vaginal Cavity: If an object in the vaginal cavity is detected and it is reasonably suspected that the object may contain contraband, officers/agents must stop the search and consult an officer of operational office. If the office concurs that reasonable suspicion exists, the officer may authorize the officer/agent to ask the detainee to voluntarily remove the object. If the detainee refuses to voluntarily remove the object, officers/agents must consult and receive approval from the Chief, and immediately proceed to a medical facility for a body cavity search conducted by a medical practitioner.

BODY-CAVITY SEARCH

General – Body Cavity Search: A body cavity search is any internal search consisting of the visual or physical intrusion into the rectal or vaginal cavity.

Medical Practitioner and Medical Facility Requirement: Officers/Agents are prohibited from conducting physically intrusive body cavity searches. This type of body cavity search should be conducted only under the most exceptional circumstances, and only by medical practitioners at a medical facility.

Supervisory Approval for Body Cavity Searches: Body cavity searches will be conducted only after being approved by the Chief and after obtaining consent or a search warrant. If a qualified medical practitioner determines that immediate action must be taken to protect the health of the detainee, such action is authorized.

Communication: Officers/Agents must ensure that the explanation of the search process is in a language or manner the detainee comprehends.

Use of Restroom: When a detainee who is suspected of internally carrying contraband requests to use the restroom prior to being taken to a medical facility, the detainee will be escorted to a restroom without flushable toilet facilities.

Prohibition on Observation: Only medical practitioners may observe a physically intrusive body cavity search. Officers/Agents may be in the room only for the purposes of corroborating any evidence found and to provide safety and security. Officers/ Agents are prohibited from serving as a medical witness.

Consent: Consent to search must be freely and voluntarily given as it relates to a Body Cavity search before the search is administered. If a detainee refuses a Body Cavity search that is warranted for housing at an agency, then the detainee can't be housed at the agency.

MEDICAL X-RAY SEARCH

General – Medical X-Ray Search: An X-ray search is an internal search consisting of the use of a medical X-ray by medical practitioners to determine the presence of contraband within the body.

Supervisory Approval: An X-ray search will be conducted only after being approved by a supervisor authorized by the operational office's policies and procedures and after obtaining consent or a search warrant. If a qualified medical practitioner determines that immediate action must be taken to protect the health of the detainee, such action is authorized.

Documentation of an X-Ray Search: All X-ray searches, the reason for the search, the authorizing supervisor, the name of the medical facility, and the outcome must be documented in the appropriate electronic system(s) of record.

Medical Practitioner and Medical Facility Requirement: Medical practitioners will conduct an X-ray search at a medical facility. Officers/Agents are prohibited from conducting X-ray examinations or utilizing any CBP equipment to conduct an X-ray examination. Only qualified medical practitioners may read and interpret the X-ray.

Consent: Consent to search must be freely and voluntarily given as it relates to X-rays before the X-ray is administered. Involuntary X-ray searches require a court order. Involuntary X-ray searches will be conducted only under the most extraordinary circumstances, and never on detainees who are pregnant or a detainee who refuses to have a pregnancy test after having been determined by medical personnel to require a pregnancy test. If a detainee refuses an X-ray search that is warranted for housing at a facility, then the detainee can't be housed at that facility.

SEARCH STANDARDS TEST

- Test score pass percentage: 100%
- Number of quiz questions: 6

6.0 PERSONAL PROPERTY

Monetary Personal Property: Special attention must be given to the security and return of the detainee's cash, currency, negotiable instruments, and debit/ credit cards. The type, amount, and value of all detainee's cash, currency, and negotiable instruments must be recorded and signed as correct by the detainee.

Personal Property and Legal Papers: All personal property (including any U.S. prescribed medications) and legal papers that are in the inmate's possession, or are served upon the inmate during processing, must accompany the juvenile upon transfer to any other agency or facility.

Item Limitations: Property will be limited to the following items so that they can be placed in the provided property bag. Property is limited to the following items:

- Keys
- Eye Wear
- Prescribed medication
- Jewelry of monetary value
- Dentures
- Religious artifacts (ex bible, prayer rug, rosary beads, etc)
- Wallet or Purse w/ contents (ex credit cards, currency, license)

- Securing Strings - Belts, Shoes Laces, Hoddie Strings
- Clothes that one would normally wear in a given season (e.g. jacket, baseball, cap, hat, scarf, long jones, pants, blouse, gloves, etc.)

One item in each category.

Officers/Agents will not take personal property that is not outlined in the Item Limitations List.

Search of Personal Property: Each item of be thoroughly search and potentially taken apart to ensure contraband or dangerous items are not present.

Documentation: A form with a detailed listing of each personal item and a signature from the detainee will be included with the detainees' items. Seal the bag and form and deliver the items to the drop off Agency.

Storage: All personal property must be stored in the rear of the vehicle, away from detainees during transport.

The following items need to be secured/ locked in the cabinet, in the rear of the vehicle.

- Jewelry of monetary
- Prescribed medication
- Currency
- Wallet or purse w/contents (e.g. credit cards, currency, driver license)
- Computers/Smart Devices

Access to personal property during transport by any detainee is prohibited.

PERSONAL PROPERTY TEST

- Test score pass percentage: 100%
- Number of quiz questions: 5

7.0 MEDICATIONS AND MEDICAL STANDARDS

General - Medications: Officers/Agents may transport detainees that require medications during the transport. Always speak to medical prior to signing and taking control of the detainee to determine whether the detainee is fit to travel.

Duration: The release facility should provide the transport officer/agent with enough prescription medication or over the counter medication to last the entire trip. (no more than 7 days).

Prescription: If you pay to fill a prescription with your credit cards, upload your receipt and email to billing@sts1995.com that a bill for medication needs to be added to the invoice.

Dosage & Schedule: Verify with detainee and the facility the medication schedule. (ie. 1 a day, 2 a day, etc.). The dosage and schedule should be on the bottle for the prescriptions and in writing for over the counter and syringes for diabetics.

Dispensing: Always dispense the medication wearing gloves and using the cap of the bottle or shaking the prescription from envelope to their hand. Never place the medication in your hand and then hand it to the detainee. Give the full syringe to the detainee for injections and make sure to retrieve and dispose of the empty syringe in a safe manner. Be aware that the detainee has a dangerous tool (the syringe) that could be used for escape or to cause harm to you, the public or themselves. Only give medication that was provided by or scripted by the Agency you picked up from.

Documentation: Note on travel log the name of detainee, name of medication, dosage date, and time. When transferring a detainee, officers/agents must ensure that all appropriate documentation accompanies the detainee including all appropriate medical records and medication.

Excess Medication: Any excess medication should be left with the drop-off facility.

No Medication Provided: If the releasing facility refuses to provide medication for the detainee, politely inform the facility that they are to provide enough medication to cover transport, or we may not be able to transport. Contact the Chief for further directions, he will determine if you transport or not. If it is determined to not transport, notify the office staff of the decision not to transport. They will notify the agency who requested the transport of the decision to not transport.

Medical Precautions: If officers/agents suspect that a detainee has an observed or reported medical condition, such as a contagious disease, appropriate protective precautions must be taken, and any required notifications made according to the STS' policies and procedures. In cases where a detainee expresses, either verbally or symptomatically, a desire to harm themselves, officers/agents should always maintain a line of sight with the individual.

Medical Decision Making: Once a detainee is at a medical facility, medical practitioners make all medical decisions which may include medical release or fitness for travel. Officers/Agents have no authority over the detainee's medical treatment but remain responsible for enforcement decisions regarding the detainee.

Medical Watch: Once a detainee is at a medical facility, 1 officer/agents should watch the detainee while the other officer/agent rests. Rotate watch every 6-8 hours. Stay alert and be in uniform at all times.

Medical Prohibition: Except for assistance with lifesaving emergency medical care which they feel comfortable rendering and are trained to render, officers/agents will not administer medical techniques or medicants, unless they are not qualified emergency medical technicians or paramedics rendering care.

Sealed Medical Files/Documents: Under no circumstances should officers /agents open sealed medical files or documents provided by an agency. Sealed files should be delivered to the hiring agency unopened.

Hospital Bills: The agency we transport for is responsible for the bill if the reason for the trip to the ER is for a preexisting illness or injury not caused by STS. In this case, we will forward the invoice to that agency. If it was a result of an accident or injury attributed to STS, we would turn it in to our insurance. If it was caused by the detainee, we inform the hospital it would be the inmate's responsibility to pay the bill.

DETAINEE WITH DIABETES

Interpret Blood Sugar Level: Various factors can lead to elevated blood sugar levels, known as hyperglycemia. These factors include illness, stress, consuming excess food, or insufficient insulin administration.

For most non-pregnant adults with diabetes, the ADA advocates blood sugar levels under 180 mg/dl one to two hours after the start of a meal.

Dietary Recommendations: Always include a protein source. Look for menu items with veggies. Choose options that are higher in fiber. Steer clear of options with trans-fat or high amounts of saturated fat. Avoid high sugar beverages. Don't assume that salads are the best option. They may be lacking in protein or have more carbohydrates than you think.

MEDICATIONS AND MEDICAL STANDARDS TEST

- Test score pass percentage: 100%
- Number of quiz questions: 8

8.0 CONDUCTING TRANSPORT AND ESCORT STANDARDS.

Communication - Office: Officers/Agents transporting detainees must communicate to the office the pickup/drop off time/location and unscheduled stop time/location especially as it relates to the transport of all detainees.

Communication-Pickup/Drop Off Agency: Officers/Agents are required to call the pickup/drop off agency they are picking up/dropping off at least 24 hours prior to pickup/drop off and the morning of the pickup/drop Off.

Prior to pickup (24 hrs. prior or morning/day of), the officer/agent must conduct a detainee transport assessment to evaluate each detainee's safety, known or reported medical or mental health issues and level of risk to themselves, other detainees, and staff. This information can be gathered by speaking both to Booking and Medical.

Communication with Booking: The officer/agent should speak to Booking to let them know your estimated arrival time and if there is anything important, they need to know about the detainee.

Communication with Medical: The officer/agent should speak to Medical to ask the medical condition/needs of the detainee to conduct a safe transport.

Detainee Transport Assessment: Before taking custody of a detainee, officers/agents shall assess the detainee to determine if they may be considered at risk detainee and therefore potentially difficult to transport safely.

At-Risk Indicators: If a transport assessment indicates that a detainee could be an at-risk detainee officers/agents must exercise particular care during transport.

Unsecured Vehicles: Using an unsecured vehicle to transport should be avoided. However, circumstances may require officers/ agents to use an unsecured vehicle to transport. Detainees should

sit in the rear of the vehicle and the officer/agent should disable the doors/windows from being opened from inside by the detainee.

Clothing/Attire: Detainees should not be transported wearing shoelaces, belts, strings in hoodies, pants or shorts, hoodie, jewelry (except wedding bands) or hairclip. Detainees should be in brightly colored clothing when appropriate.

Personal Property Access: Personal property shall be signed, sealed, not accessible to detainees and never opened during transport.

Seatbelts: All STS employees in all seats of any motor vehicle used on official business must have their seatbelt properly fastened at all times when the vehicle is in motion. This includes STS-owned and leased vehicles and rental vehicles operated by STS employees while on temporary duty or travel status. Detainees should be reminded to wear their seatbelts when the vehicle is in motion.

Safety and Security: Officers/Agents must maintain a clear view of immediate confinement areas to the extent permitted by the transport vehicle and remain alert to behavior that could jeopardize the safety and security of the officers/agents, detainees, and the public. A visual check on the detainees should be done at least every 15 minutes. In the event a transport vehicle contains more than one officer/agent, the secondary officer/agent is responsible for detainee oversight during transport. When opening sliding doors to allow access to detainee(s), one agent should move with the sliding door while opening it and the other agent should stand in front of the door ready to receive the detainee(s).

Scheduled/Unscheduled Stops: Detainees are only allowed to exit a transport vehicle, while secured and monitored, during the following scheduled/unscheduled scenarios: Temporary Housing, Drop off, Restroom Break or Emergencies. Detainees are not allowed to smoke or vape during transport.

Meals: Meals and/or snacks will be made available during any transfer that exceeds six hours for juveniles and eight hours for adults or when a transport is happens over breakfast time (~8am), lunch time(~12pm) or dinner time (~5pm) and the detainee was not feed the breakfast, lunch or dinner meal. Detainees will be fed in the transport vehicle or an an agency

Temperature: Officers/Agents should maintain vehicle temperature within a reasonable and comfortable range for both detainees and officers/ agents. Under no circumstances will officers/agents use temperature controls in a punitive manner.

Gender of Transporting Officer/Agent: Whenever operationally feasible, transport/escort must be conducted by two officers/agents with the primary interaction be led by the agent by the agent being of the same gender as the detainee or detainee declared gender identity.

Gender of Escorting Officer/Agent: Whenever operationally feasible, escorts must be conducted by one agent being of the same gender as the detainee or detainee declared gender identity.

Escorting: When escorting, officers/agents should have the detainee walk on the opposite side of their holstered firearm and try to keep one hand on the detainee's upper arm for safety and control.

Surrender to Authorized Agents: Agents must turn over custody of the inmate to the requesting agency or its duly authorized agents. Custody must not be surrendered without first verifying the identification of persons to whom custody is being transferred.

COMMERCIAL AIR TRANSPORTATION

Flight Seating Arrangement: Immediately after ticket purchase, contact airline and ensure both officers/agents and the detainee are seated together and in the very last row of the plane (at this time, inform Customer Service you will be travelling unarmed). Confirm the seating arrangement during check-in (at this time, inform the Check-In agent you are unarmed). The detainee should be seated between the agents (3 seat row configuration) or in the window seat, and one officer/agent should be seated next to him/her, and one officer should preferably be directly in front of him/her (2 seat row configuration).

Arrival Time: Arrive at the airport at least three (3) hours prior to your departure time to ensure that all seating plans are set correctly.

Restraints: Prisoner must be handcuffed with belly chain and leg shackles in place upon arrival to airport. Remove leg shackles after passing through security, but before going to the boarding area. Leg shackles shall be placed back on the detainee before leaving the secure area of the airport upon arrival at your destination. Handcuffs should be concealed by using a windbreaker jacket with the pockets cut out and the handcuffs put on underneath the jacket or with a newspaper draped over the handcuff.

Security: Prior to departure, report to airport police or security and advise them what time your flight leaves, the airlines you will be flying with, and request, if necessary, they escort you and your prisoner to the proper gate when the time comes for boarding. If there is going to be a delay, request that they hold your detainee in a holding cell or secure area away from the public, if necessary, until departure time. Always stay with the detainee.

Communication – Gate Agent: Request that you and the detainee board be allowed to board first to allow time to get the detainee seated. Ask the Gate Agent to notify the flight attendant and Captain that you are transporting a detainee and what seats you are occupying.

Communication - Flight Attendant: If necessary, have the flight attendant have the captain contact the airport police or security at your destination and request them to have an officer meet you as you get off the plane.

Escort Positioning Officers/Agents should be on either side of the detainee or one officer/agent in front and one officer/agent should be on the side of the detainee. When escorting, officers/agents should have the detainee walk on the opposite side of their holstered firearm and try to keep one hand on the detainee's upper arm for safety and control. When you arrive at the Gate, find seating away from the other passengers and ask the detainee if they need to use the restroom.

Exiting the Plane: You and the detainee should be the last ones to leave the plane. Do not get out of your seats until the other passengers have left the plane.

DOCUMENTATION OF TRANSPORT

General - Documentation of Transport: All custodial actions, notifications, and scheduled and unscheduled stops that occur after the detainee has been pick up from a facility must be accurately recorded as soon as practicable/possible. The officer/agent record must contain the information listed below:

- Name of each detainee
- STS Tracking Number for each detainee
- Date and time pick up/departing from facility.
- Officer's/Agent's name
- Supervisor's name at facility who is releasing detainee
- Personal belongings secured, receipted, and/or returned
- Medical care requested/provided/declined
- Visual and/or verbal checks completed
- Times, type and reason for scheduled and unscheduled stop
- Transporting agency, personnel identification, and mode of transportation

CONDUCTING TRANSPORT AND ESCORT STANDARDS TEST

- Test score pass percentage: 100%
- Number of quiz questions: 5

9.0 AT-RISK DETERMINATION PROCESS

General – Transport Assessment Before taking custody of a detainee, officers/agents shall assess the information before them to determine if the detainee may be considered an at-risk detainee, or at risk of posing a threat to others.

This assessment should be conducted at least 24 hours prior to pick up (done during the 24 hour call). The officer/agent should speak to both Booking and to Medical to ensure you are prepared to pick and transport the detainee safely.

Privacy: Efforts should be taken to ensure that all assessments are conducted in a way that provides detainees the greatest level of privacy possible. Officers/Agents will disclose this information only to those personnel with a need to know such as booking and medical individuals at housing facilities.

Assessment Questionnaire: This assessment will include:

- Whether the detainee has or demonstrates a mental, physical, or developmental disability;
- Whether the detainee has an observed or reported serious physical/mental injury or illness;
- The age of the detainee;
- Whether the detainee is pregnant or nursing;
- The physical build and appearance of the detainee;
- The detainee's own stated concerns about his or her physical safety;
- Whether the detainee has self-identified as transgender;
- Whether the detainee has self-identified as having previously experienced sexual victimization;
- The detainee's risk of being sexually abused by other detainees;
- Whether a detainee may be sexually abusive toward other detainees; and
- Whether the detainee has previously been incarcerated or detained (this should include the nature of the detainee's criminal or violent history, and/or gang affiliation, and whether the detainee has any convictions for sex offenses against an adult or child).

AT-RISK DETERMINATION PROCESS TEST

- Test score pass percentage: 100%
- Number of quiz questions: 4

10.0 AT RISK POPULATIONS

GENERAL

At-Risk Populations: Individuals that may require additional care or oversight, may include: juveniles; pregnant individuals; those known to be on life-sustaining or life-saving medical treatment; those at higher risk of sexual abuse (including but not limited to gender nonconforming, intersex, and transgender); reported victims of sexual abuse; those who have identified mental, physical or developmental disabilities; those of advanced age; or family units.

General Standard: STS staff will treat all at-risk populations with dignity, respect, and special concern for their particular vulnerability.

Communication: Extra efforts may be required to ensure an at-risk detainee's ability to comprehend officer/agent instructions, questions, and applicable forms.

Personal Property and Legal Papers – Juveniles: All personal property (including any U.S. prescribed medications) and legal papers that are in the juvenile's possession, or are served upon the juvenile during processing, must accompany the juvenile upon transfer to any other agency or facility.

Detainees with Communication Disabilities: Officers/Agents should take steps to communicate with detainees who have communication disabilities (e.g., detainees who are hearing impaired, those who are blind or have low vision, or those who have intellectual, psychiatric, or speech disabilities) in an effective manner, utilizing available auxiliary aides and services, such as access to in-person, telephonic, or video interpretive services.

TRANSPORT

Gender of Transport Officer/Agent: The transporting of at-risk detainees must be conducted by two officers/agents with at least one officer/agent of the same gender as the detainee or detainee identified gender identity. When transporting at-risk detainees of the opposite gender or gender identity, transportation staff must notify the STS office their time of departure, all unscheduled/scheduled stops and then do so again upon arrival, and other relevant information according to the STS' policies and procedures.

Transport of Family Units and Adult Females: Adult females must be separated from adult males and transported in a separate passenger compartment away from adult males. In general, family units will not be transported together, they will be in separate transported in separate transport vehicles unless authorized by STS Chief.

Child Safety Restraints: All juveniles must be transported as safely as possible given the circumstances, which must include the use of child safety restraints if required by law, when available.

Notification of Accompanying Adult: Whenever possible, officers/agents must inform or notify any accompanying adult relative or legal guardian when the transport of a juvenile to a medical facility is necessary for an X-ray search, body cavity search, or MBM. Such persons may be allowed to be present at the medical facility at the discretion of the Chief and consistent with the operational office's policies and procedures.

SEARCH

Gender of Searching Officer/Agent: Whenever operationally feasible, officers/agents conducting a search, or present at a medical examination, must be of the same gender, gender identity, or declared gender as the detainee being searched.

Gender Determination: Officers/Agents must not search or physically examine a detainee for the sole purpose of determining the detainee's gender-related characteristics. If the detainee's gender is unknown, officers/agents will ask the detainee their gender or gender identity. If the detainee declines to state their gender, the gender indicated on the paperwork will be assumed.

Search of Individuals– Juvenile: When a search involves a juvenile, prior supervisory authorization must be obtained in all cases with the exception of pat-down searches. Although officers/agents have the same authority to search a juvenile as to search an adult, officers/agents should weigh all factors before requesting authorization to further search a juvenile.

Visual Body Cavity Search – Juvenile: Officers/ Agents must not conduct visual body cavity searches of juveniles and, instead, shall refer all such body cavity searches of juveniles to a medical practitioner.

Accompanying Adult: If an adult parent or legal guardian accompanies the juvenile, officers/agents will not transport them with the juvenile. We only transport the court ordered individual.

Adult Consent and Presence: If a strip search, X-ray search or body cavity search is necessary during the processing of a juvenile, officers/agents must contact the STS Chief before any search is conducted.

USE OF RESTRAINTS

General: The use of restraints on at-risk detainees must be in a manner that is safe, secure, humane, and professional. It is the responsibility of officers/ agents to ensure that the need and level of restraints used is consistent with the STS policies and procedures. At no time will restraints be used in a punitive manner or in a manner that causes a detainee undue pain.

Pregnant/Juvenile Detainees: Barring exigent circumstances, officers/agents must not use restraints on pregnant detainees or juveniles (normally under the age of 18) unless they have demonstrated or threatened violent behavior, have a history of criminal and/or violent activity, or an articulable likelihood of escape exists. Even in the extraordinary circumstance when restraints are deemed necessary, no detainee known to be pregnant will be restrained in a face-down position, on her back, or in a restraint belt that constricts the area of the pregnancy. Notify the Chief before these detainees are transported to confirm the non-use of constraints. All exceptions must be documented, including the facts and the reasoning behind the decision.

Post-Delivery Recuperation: A detainee in post-delivery recuperation must not be restrained absent extraordinary circumstances that render restraints absolutely necessary.

Active Labor or Delivery: Restraints are never permitted on detainees who are in active labor or delivery.

AT RISK POPULATIONS TEST

- Test score pass percentage: 100%
- Number of quiz questions: 7

11.0 SEXUAL ABUSE VICTIMIZATION

General – Sexual Abuse Victimization: Sexual abuse includes sexual abuse and assault of a detainee by another detainee; and sexual abuse and assault of a detainee by a facility member, contractor, or volunteer.

Heightened Protection: Officers/Agents must provide detainees identified under the at-risk determination process to be at high risk of sexual abuse victimization, with heightened protection. This includes continuous direct sight and sound supervision.

Imminent Risk: When an officer/agent has a reasonable belief that a detainee is subject to a substantial risk of imminent sexual abuse, he or she shall take immediate action to protect the detainee.

Disabilities: Detainees with disabilities (e.g., detainees who are hearing impaired, those who are blind or have low vision, or those who have intellectual, psychiatric, or speech disabilities), must have access to STS efforts to prevent, detect, and respond to sexual abuse. When necessary to ensure effective communication with detainees who are hearing impaired, intellectual disabilities, limited reading skills, or who are blind or have low vision such steps must include providing access to services that enable effective, accurate, and impartial interpretation.

Prohibition against Retaliation: STS staff must not retaliate against any person, including a detainee, who alleges or complains about mistreatment, participates in an investigation into an allegation of holding facility misconduct, including sexual abuse, or for participating in sexual activity as a result of force, coercion, threats, or fear of force.

Officer/Agent Responder Responsibilities: Upon learning of an allegation that a detainee was sexually abused, the transport officer/agent to respond to the report must:

- Notify the STS Chief and appropriate law enforcement agency.
- Separate the alleged victim and abuser/assailant.
- Preserve and protect, to the greatest extent possible, any crime scene until appropriate steps can be taken to collect any evidence;
- Request that the alleged victim not to take any actions that could destroy physical evidence, including, as appropriate, washing, brushing teeth, changing clothes, urinating, defecating, smoking, drinking, or eating if the sexual abuse occurred within a time period that still allows for the collection of physical evidence; and
- Ensure that the alleged abuser/assailant does not take any actions that could destroy physical evidence, including, as appropriate, washing, brushing teeth, changing clothes, urinating, defecating, smoking, drinking, or eating if the abuse occurred within a time period that still allows for the collection of physical evidence.

Access to Medical Services: Detainee victims of sexual abuse must have timely, unimpeded access to medical treatment and crisis intervention services, including sexual assault forensics medical exam, emergency contraception and sexually transmitted infections prophylaxis, in accordance with professionally accepted standards of care. The forensic medical examination should be done by qualified health care personnel.

SEXUAL ABUSE VICTIMIZATION TEST

- Test score pass percentage: 100%
- Number of quiz questions: 3

12.0 SCHEDULED/UNSCHEDULED STOP STANDARDS

General - Scheduled/Unscheduled Stops: Officers/Agents will need to make Scheduled (Pick Up, Temporary Housing, Drop Off) stops as well as Unscheduled Stops (Refuel, Mealtime, use Restroom Facility, Emergency Situations). Detainees are only allowed to exit a transport vehicle (while secured and monitored) during the following scheduled/unscheduled stops: Restroom Break, Temporary Housing, Drop Off or an Emergency Situation.

MEALTIME

General - Meals: Food and drink should never be withheld as punishment. Food must be provided in edible condition (not frozen, expired or spoiled).

Meal and Snacks - Adult: Adult detainees will be provided with food at regularly scheduled mealtimes. All meal service must be documented and at least one (1) of these three (3) meals listed below must be a hot meal.

- Breakfast: when travel begins at or before 6:00am on the first day of travel or extends beyond 9:00am on the last day of travel and for any intervening days.
- Lunch: when travel begins at or before 10:00am on the first day of travel or extends beyond 2:00pm on the last day of travel and for any intervening days.
- Dinner: when travel begins at or before 4:00pm on the first day of travel or extends beyond 8:00pm on the last day of travel and for any intervening days.

Snacks or just drinks, are not mandatory food for adult detainees unless medically required/needed.

Meals Timeframe – Juveniles, Pregnant, and Nursing Detainees: Juveniles and pregnant detainees will be offered a snack upon arrival and a meal at least every six hours there are, at regularly scheduled mealtimes. At least two of those meals will be hot. Juveniles and pregnant or nursing detainees must have regular access to snacks, milk, and juice.

Requests: When an adult detainee requests a snack or food before the next food service, officers/agents may grant the request on the basis of the circumstances.

Payment: Only officers/agents should pay for a detainee's meals. Bystanders should never pay for detainee meals.

Dietary Restrictions: Officers/Agents should remain cognizant of a detainee's religious or other dietary restrictions.

RESTROOM FACILITIES/OPEN AREAS

General - Restroom Facilities: Restroom accommodation will be available to all detainees and a reasonable amount of privacy will be ensured. All detainees will be monitored when using the restroom facility.

Privacy: Officers/Agents must make a reasonable effort to afford privacy to all detainees of the opposite gender consistent with the prohibition on voyeurism.

Unsecured Restroom: There will be times when an unsecured restroom is the only option for restroom use. Officers/Agents should notify the facility employee for the need. Survey the route to the restroom as well as the restroom itself for possible trip hazards or security issues. Maintain visual of inmate during procedure. If the agent chooses to allow the detainee a free hand; only release their weak hand.

Open Area Security: Additional caution must be exercised to ensure the safety of the public and staff in open areas. Officers/ Agents must exercise due diligence to safeguard their firearms and other weapons. Staff must also be aware of all potential exit points can utilized for escape.

TEMPORARY HOUSING

General – Temporary Housing: At times, we may be required to temporarily house a detainee at a law enforcement agency. Officers/Agents will only house a state or local recognized law enforcement agencies. Officers/Agents will adhere to and respect the facilities protocols.

Detainee Access/Requests: Agent/Officer should request that detainees be given no access to tobacco products, a phone, their personal belongings or tell them where they are housed.

Communication: Agent/Officer should indicate the time when they will pick up in the morning (6-8) if possible and reasonable. They should also provide the location of their housing and their contact information. Agent/Officer should indicate if it's a new team that will pick up, the time the new team will pick up and who the new team will be.

Documentation/Property: Agent/Officer should leave a copy of the original detainee paperwork and property bag with the facility when another team is picking up the detainee.

SCHEDULED/UNSCHEDULED STOP STANDARDS TEST

- Test score pass percentage: 100%
- Number of quiz questions: 5

13.0 EMERGENCY SITUATIONS STANDARDS

General – Emergency Situations: This policy outlines the procedures for transporting staff to follow in an en-route emergency and proper documentation procedures after an emergency. It is understood that based on the totality of the circumstances, different officers/agents may have different responses to the same situation, any of which may be both reasonable and necessary. Actions taken during an emergency situation must reflect the totality of the circumstances surrounding the situation, including the presence of imminent danger to the officers/agents or others.

Responsibilities: During an emergency situation, the primary responsibilities of the officers/agents are the safety of the general public, STS personnel and the detainees. All STS Personnel must also adhere to Federal Motor Carrier Safety Regulations and Guidelines.

Notifications: Contact appropriate law enforcement agency, 911, Chief and/or additional emergencies services (ambulance, fire station) for support. The office will notify the requesting agency of the incident, outcome and when transport will resume via email. Note: Notification is not necessary when officer/agent experiences a minor vehicle failure that does not cause a significant delay in delivery of the detainee.

Imminent Loss of Life: If an emergency situation is life-threatening, officers/agents will take immediate action to address the situation and make appropriate notifications.

Unconscious or Unresponsive Detainee: If a detainee becomes unconscious or unresponsive during transport, officers/agents will immediately get emergency medical services, and render aid. If a detainee is pronounced dead by qualified medical personnel, officers/agents must make appropriate notifications.

Illness or Injury: If a detainee becomes ill or injured prior to boarding the vehicle or while in transit, officers/agents must alert the STS Chief. If deemed appropriate, emergency medical services must be sought out.

External Threat: Officers/Agents should request immediate assistance and take appropriate action to mitigate the situation. If the vehicle is incapacitated, officers/agents will do everything possible to protect the safety of everyone in the vehicle.

Escape: In the event of an escape, pursuit of the escapee by officers/agents should only be conducted when it does not jeopardize the security of the remaining detainees or members of the public. Officers/Agents must notify appropriate law enforcement agencies that have jurisdiction with a description of the subject and known biographic data, notify the STS Chief and make appropriate additional notifications that are deemed appropriate/prudent.

Officer Involved Shooting: In the event an Officer/Agent has fired his duty weapon and hit a prisoner/bystander, officers/agents must secure the area, obtain medical assistance for anyone who may be injured, and request assistance from the appropriate law enforcement agency. Officers/Agents must make appropriate notifications to STS Chief, Office, etc.

Fire: In case of a vehicle fire, officers/agents must immediately stop the vehicle and evacuate the detainees in a safe and orderly fashion. Officers/ Agents are responsible for maintaining accountability/line of sight of all detainees, and request assistance from the local fire department and law enforcement agency.

Natural Disasters: In the event of a natural disaster, officers/agents must contact the appropriate authorities to assess current conditions along the planned route. If driving conditions are unlikely to improve, transport must be delayed until the emergency has passed. If officers/agents are in transit and a natural disaster occurs, officers/agents must stop the vehicle in a safe area, take appropriate actions for the safety and security of all employees and detainees, make appropriate notifications to the Chief and office, and await further instructions. Should it become necessary to exit the vehicle, the detainees must be maintained in a safe area. Officers/Agents must maintain a heightened state of alertness for the duration of the emergency. When the emergency has passed, the officers/agents must return all detainees to the vehicle while ensuring accountability of all detainees.

Traffic Accident: In the event of a traffic accident involving the transport vehicle, officers/agents must secure the area, obtain medical assistance for anyone who may be injured, and request assistance from the appropriate law enforcement agency. Officers/Agents must make appropriate notifications to STS Chief, Office, etc.

Vehicle Failure: If a vehicle develops serious mechanical problems en route, officers/agents will take appropriate actions for the safety and security of all detainees and make appropriate notifications.

Disturbances by Detainees: If a detainee becomes violent or creates a disturbance that affects their or another individual's safety and security, officers/agents will take appropriate action to de-escalate the situation and make appropriate notifications.

Incident Report: A written incident report is required any time an emergency occurs. These reports are due immediately and should be sent to the Chief/Office.

EMERGENCY SITUATIONS STANDARDS TEST

- Test score pass percentage: 100%
- Number of quiz questions: 5

14.0 FIREARM AND USE OF FORCE STANDARDS

FIREARMS

General – Firearms: Firearms will be carried by officers/agents who complete training regarding the legal, moral and ethical aspects of firearms use; safety in handling firearms and proficiency in the use of their individual weapon. Proficiency will include meeting primary standards in gun handling judgment and decision-making and accuracy.

Firearm Condition - It's the responsibility of the officer/agent to ensure the weapon they carry on duty is in proper working condition while on duty.

Firearm Situational Awareness: When handling detainees, you will be in close contact with them. Pay attention to what is going on around you. You need to always be aware of your surroundings, even more so when you have got a weapon open on your hip. Always cover or shade your weapon when it's holstered to avoid making access to your weapon easy when in close contact with a detainee. If possible, escort the detainee on the opposite side of your holstered weapon.

TRAINING

Approach: STS uses a certified firearm instructor to train agents how to safely use a firearm. Agents can either meet with an instructor for safety training and proficiency techniques or go directly to firearm qualification. The specific path for each agent is determined by Chief who evaluates their gun handling technique.

Firearm Qualification: Instructor lead firearm qualification will occur once per year. Failure to pass a qualification will lead to a grade reduction in base pay, inability to carry a firearm while on duty and limited transport opportunities. Pay will be restored when the Officer/Agent passes firearm

qualification. Officers/Agents will be responsible for paying all costs related to passing firearm qualification after the initial failure.

Firearm Proficiency: A firearm proficiency assessment will occur when individuals are selected for drug screening. Officers/Agents are required to go to the range, fire their weapon and submit a target (or image of the target) showing 20 rounds have hit the shaded area inside a target from 10 yards away within a month of being selected for drug screening. Failure to submit your target can lead to demotion, reduction in pay and/or limited transport opportunities.

Timing: Firearm qualification occurs annually and for new hires begins 0-60 days after hire. Firearm proficiency testing happens quarterly when agents are selected for Drug Screen Testing.

Security: Agent's firearm must be secured in a lock box (if they have not passed the STS firearm qualification test) while in an STS vehicle. Agents must always follow all local State/Federal Laws while carrying a firearm on or off duty. When off duty and out of state, secure your empty firearm and rounds in a gun lock box.

USE OF FORCE

General – Use of Force: To prevent the possibility of serious injury to staff, detainees and the public, only reasonable force should be used to control a detainee or to prevent a detainee from escaping from our custody. Force may not be used at any time to punish a detainee or other persons.

Authority: Authority for the use of force and security equipment shall rest with the Chief. Officers/Agents are authorized and should use reasonably necessary force when an escape is in progress and it is evident that escape may ensue, or that danger to persons or damage to property may ensue. Physical force, security equipment and restraint equipment are to be used as control measures as needed; they shall never be used as a means of punishment.

Emergency Situations: In an emergency situation where it is not possible to seek appropriate authorization, an officer/agent shall use reasonable, necessary force. All uses of force will be reported immediately.

1st Level of Force - Verbal Instructions: In most situations, verbal instructions to detainees to stop inappropriate behavior should be the primary first level of force attempted by officers/agents. Verbal instructions should be given in a confident, strong voice and instructions should be simple and easily understood.

2nd Level of Force - Physical Force/SABRE Stun Gun: If verbal instruction is not enough to control a situation, the next level of force would be physical, using the officers/agents hands or non-lethal weapon (e.g. SABRE Stun Gun). Physical Force is justified to subdue unruly detainees, separate detainees in a fight, in self-defense, to defend staff, detainees, or other persons, and to prevent detainees from escaping from our custody. Use of the SABRE Stun Gun is justified only in self-defense, to defend staff, detainees, or the general public, and to prevent detainees from escaping.

Amount of Physical Force: The amount of physical force employed shall be only as much as is reasonable and necessary to gain control of detainees, or situations and/or to stop the threat of imminent harm to another person(s) or damage to property. When the detainee stops fighting or resisting, stop the use of physical force.

Duration of SABRE Stun Gun: The duration of time a detainee is subject to the shock from a SABRE Stun Gun shall be only as much as is reasonable and necessary to gain control of detainees, or situations and/or to stop the threat of imminent harm to another person(s) or damage to property. When the detainee stops fighting or resisting, stop the use of the SABRE Stub Gun.

3rd Level of Force - Deadly Force: Deadly force is defined as any physical force a reasonable person would consider likely to result in loss of life or would likely inflict great bodily harm. Deadly force shall only be used in situations where there is imminent danger of death or great bodily harm to detainee, officers/agents or other persons (K.S.A. 21-3211).

Medical Care: Medical response is appropriate any time the detainee alleges injury or is not conscious. Medical response is appropriate any time the officer/agent can see or otherwise detect physical injuries suffered by the detainee. Any detainee or other person injured by gunfire requires an immediate medical response.

Post Force Care: After a use of force, the detainee upon whom force was used will be checked for physical injuries. During post care procedures, officers/agents will speak slowly but firmly to calm and de-escalate the situation. Check the restraints and do a pat down search if warranted.

Incident Report: A written incident report is required any time physical or deadly force is used by Officers/Agents. These reports are due immediately and should be sent to the Chief/Office.

FIREARM AND USE OF FORCE STANDARDS TEST

- Test score pass percentage: 100%
- Number of quiz questions: 6

15.0 BASIC MAP READING

COMPONENTS OF MAP

Title: Identifies the map's purpose and the area it represents.

Scale: Map scale refers to the relationship (or ratio) between the map distance and the actual distance. For example, one inch represents 100 miles. By using the scale, you can plan your route and estimate how long it will take to reach your destination.

Legend: Also referred to as a key, provides information about the symbols and colors used on the map.

Orientation: Indicates the direction of north on the map.

Grid: Columns are often lettered and rows are often numbered. The index will list the column and row number to show you the location so you can plot your course.

Index: An alphabetical list of cities listed on a particular map. Alongside each location, you will find a letter and/or number column and row location. These locations correspond to the grid located on each map.

Coordinates: The system used to identify a specific location on the map, often using longitude and latitude.

Colors: Cartographers use many color schemes for different purposes. Always refer to the legend for an explanation of the colors on the map.

Contour Lines: Some maps depict changes in elevation. In addition to roads and landmarks, you will see wavy and meandering brown lines representing a given elevation as it falls upon the contours of the landscape.

Neatline: The boarder of a map. Many road maps contain offsets of major cities that show details like local roads and landmarks.

ORIENTATING A MAP

North-South Orientation: Align the map so that the north is pointing up.

Compass Orientation: Orienting the map based on your current location and the direction you want to go.

Map Orientation: Orienting the map based on physical landmarks and features in the area.

BASIC MAP READING TEST

- Test score pass percentage: 100%
- Number of quiz questions: 4

16.0 DEFENSIVE DRIVING

Speeding: Driving more than 5 MPH over the speed limit is not allowed. STS will not pay speeding violations.

**** Watch Defensive Driving video****

DEFENSIVE DRIVING TEST

- Test score pass percentage: 100%
- Number of quiz questions: 5



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THE E-VERIFY MEMORANDUM OF UNDERSTANDING FOR EMPLOYERS

ARTICLE I PURPOSE AND AUTHORITY

The parties to this agreement are the Department of Homeland Security (DHS) and Security Transport Services, Inc. (Employer). The purpose of this agreement is to set forth terms and conditions which the Employer will follow while participating in E-Verify.

E-Verify is a program that electronically confirms an employee's eligibility to work in the United States after completion of Form I-9, Employment Eligibility Verification (Form I-9). This Memorandum of Understanding (MOU) explains certain features of the E-Verify program and describes specific responsibilities of the Employer, the Social Security Administration (SSA), and DHS.

Authority for the E-Verify program is found in Title IV, Subtitle A, of the Illegal Immigration Reform and Immigrant Responsibility Act of 1996 (IIRIRA), Pub. L. 104-208, 110 Stat. 3009, as amended (8 U.S.C. § 1324a note). The Federal Acquisition Regulation (FAR) Subpart 22.18, "Employment Eligibility Verification" and Executive Order 12989, as amended, provide authority for Federal contractors and subcontractors (Federal contractor) to use E-Verify to verify the employment eligibility of certain employees working on Federal contracts.

ARTICLE II RESPONSIBILITIES

A. RESPONSIBILITIES OF THE EMPLOYER

1. The Employer agrees to display the following notices supplied by DHS in a prominent place that is clearly visible to prospective employees and all employees who are to be verified through the system:
 - a. Notice of E-Verify Participation
 - b. Notice of Right to Work
2. The Employer agrees to provide to the SSA and DHS the names, titles, addresses, and telephone numbers of the Employer representatives to be contacted about E-Verify. The Employer also agrees to keep such information current by providing updated information to SSA and DHS whenever the representatives' contact information changes.
3. The Employer agrees to grant E-Verify access only to current employees who need E-Verify access. Employers must promptly terminate an employee's E-Verify access if the employer is separated from the company or no longer needs access to E-Verify.



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4. The Employer agrees to become familiar with and comply with the most recent version of the E-Verify User Manual.
 5. The Employer agrees that any Employer Representative who will create E-Verify cases will complete the E-Verify Tutorial before that individual creates any cases.
 - a. The Employer agrees that all Employer representatives will take the refresher tutorials when prompted by E-Verify in order to continue using E-Verify. Failure to complete a refresher tutorial will prevent the Employer Representative from continued use of E-Verify.
 6. The Employer agrees to comply with current Form I-9 procedures, with two exceptions:
 - a. If an employee presents a "List B" identity document, the Employer agrees to only accept "List B" documents that contain a photo. (List B documents identified in 8 C.F.R. § 274a.2(b)(1)(B)) can be presented during the Form I-9 process to establish identity.) If an employee objects to the photo requirement for religious reasons, the Employer should contact E-Verify at 888-464-4218.
 - b. If an employee presents a DHS Form I-551 (Permanent Resident Card), Form I-766 (Employment Authorization Document), or U.S. Passport or Passport Card to complete Form I-9, the Employer agrees to make a photocopy of the document and to retain the photocopy with the employee's Form I-9. The Employer will use the photocopy to verify the photo and to assist DHS with its review of photo mismatches that employees contest. DHS may in the future designate other documents that activate the photo screening tool.
- Note:** Subject only to the exceptions noted previously in this paragraph, employees still retain the right to present any List A, or List B and List C, document(s) to complete the Form I-9.
7. The Employer agrees to record the case verification number on the employee's Form I-9 or to print the screen containing the case verification number and attach it to the employee's Form I-9.
 8. The Employer agrees that, although it participates in E-Verify, the Employer has a responsibility to complete, retain, and make available for inspection Forms I-9 that relate to its employees, or from other requirements of applicable regulations or laws, including the obligation to comply with the anti-discrimination requirements of section 274B of the INA with respect to Form I-9 procedures.
 - a. The following modified requirements are the only exceptions to an Employer's obligation to not employ unauthorized workers and comply with the anti-discrimination provision of the INA: (1) List B identity documents must have photos, as described in paragraph 6 above; (2) When an Employer confirms the identity and employment eligibility of newly hired employee using E-Verify procedures, the Employer establishes a rebuttable presumption that it has not violated section 274A(a)(1)(A) of the Immigration and Nationality Act (INA) with respect to the hiring of that employee; (3) If the Employer receives a final nonconfirmation for an employee, but continues to employ that person, the Employer must notify DHS and the Employer is subject to a civil money penalty between \$550 and \$1,100 for each failure to notify DHS of continued employment following a final nonconfirmation; (4) If the Employer continues to employ an employee after receiving a final nonconfirmation, then the Employer is subject to a rebuttable presumption that it has knowingly



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employed an unauthorized alien in violation of section 274A(a)(1)(A); and (5) no E-Verify participant is civilly or criminally liable under any law for any action taken in good faith based on information provided through the E-Verify.

b. DHS reserves the right to conduct Form I-9 compliance inspections, as well as any other enforcement or compliance activity authorized by law, including site visits, to ensure proper use of E-Verify.

9. The Employer is strictly prohibited from creating an E-Verify case before the employee has been hired, meaning that a firm offer of employment was extended and accepted and Form I-9 was completed. The Employer agrees to create an E-Verify case for new employees within three Employer business days after each employee has been hired (after both Sections 1 and 2 of Form I-9 have been completed), and to complete as many steps of the E-Verify process as are necessary according to the E-Verify User Manual. If E-Verify is temporarily unavailable, the three-day time period will be extended until it is again operational in order to accommodate the Employer's attempting, in good faith, to make inquiries during the period of unavailability.

10. The Employer agrees not to use E-Verify for pre-employment screening of job applicants, in support of any unlawful employment practice, or for any other use that this MOU or the E-Verify User Manual does not authorize.

11. The Employer must use E-Verify for all new employees. The Employer will not verify selectively and will not verify employees hired before the effective date of this MOU. Employers who are Federal contractors may qualify for exceptions to this requirement as described in Article II.B of this MOU.

12. The Employer agrees to follow appropriate procedures (see Article III below) regarding tentative nonconfirmations. The Employer must promptly notify employees in private of the finding and provide them with the notice and letter containing information specific to the employee's E-Verify case. The Employer agrees to provide both the English and the translated notice and letter for employees with limited English proficiency to employees. The Employer agrees to provide written referral instructions to employees and instruct affected employees to bring the English copy of the letter to the SSA. The Employer must allow employees to contest the finding, and not take adverse action against employees if they choose to contest the finding, while their case is still pending. Further, when employees contest a tentative nonconfirmation based upon a photo mismatch, the Employer must take additional steps (see Article III.B. below) to contact DHS with information necessary to resolve the challenge.

13. The Employer agrees not to take any adverse action against an employee based upon the employee's perceived employment eligibility status while SSA or DHS is processing the verification request unless the Employer obtains knowledge (as defined in 8 C.F.R. § 274a.1(l)) that the employee is not work authorized. The Employer understands that an initial inability of the SSA or DHS automated verification system to verify work authorization, a tentative nonconfirmation, a case in continuance (indicating the need for additional time for the government to resolve a case), or the finding of a photo mismatch, does not establish, and should not be interpreted as, evidence that the employee is not work authorized. In any of such cases, the employee must be provided a full and fair opportunity to contest the finding, and if he or she does so, the employee may not be terminated or suffer any adverse employment consequences based upon the employee's perceived employment eligibility status.



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(including denying, reducing, or extending work hours, delaying or preventing training, requiring an employee to work in poorer conditions, withholding pay, refusing to assign the employee to a Federal contract or other assignment, or otherwise assuming that he or she is unauthorized to work) until and unless secondary verification by SSA or DHS has been completed and a final nonconfirmation has been issued. If the employee does not choose to contest a tentative nonconfirmation or a photo mismatch or if a secondary verification is completed and a final nonconfirmation is issued, then the Employer can find the employee is not work authorized and terminate the employee's employment. Employers or employees with questions about a final nonconfirmation may call E-Verify at 1-888-464-4218 (customer service) or 1-888-897-7781 (worker hotline).

14. The Employer agrees to comply with Title VII of the Civil Rights Act of 1964 and section 274B of the INA as applicable by not discriminating unlawfully against any individual in hiring, firing, employment eligibility verification, or recruitment or referral practices because of his or her national origin or citizenship status, or by committing discriminatory documentary practices. The Employer understands that such illegal practices can include selective verification or use of E-Verify except as provided in part D below, or discharging or refusing to hire employees because they appear or sound "foreign" or have received tentative nonconfirmations. The Employer further understands that any violation of the immigration-related unfair employment practices provisions in section 274B of the INA could subject the Employer to civil penalties, back pay awards, and other sanctions, and violations of Title VII could subject the Employer to back pay awards, compensatory and punitive damages. Violations of either section 274B of the INA or Title VII may also lead to the termination of its participation in E-Verify. If the Employer has any questions relating to the anti-discrimination provision, it should contact OSC at 1-800-255-8155 or 1-800-237-2515 (TDD).

15. The Employer agrees that it will use the information it receives from E-Verify only to confirm the employment eligibility of employees as authorized by this MOU. The Employer agrees that it will safeguard this information, and means of access to it (such as PINS and passwords), to ensure that it is not used for any other purpose and as necessary to protect its confidentiality, including ensuring that it is not disseminated to any person other than employees of the Employer who are authorized to perform the Employer's responsibilities under this MOU, except for such dissemination as may be authorized in advance by SSA or DHS for legitimate purposes.

16. The Employer agrees to notify DHS immediately in the event of a breach of personal information. Breaches are defined as loss of control or unauthorized access to E-Verify personal data. All suspected or confirmed breaches should be reported by calling 1-888-464-4218 or via email at E-Verify@uscis.dhs.gov. Please use "Privacy Incident – Password" in the subject line of your email when sending a breach report to E-Verify.

17. The Employer acknowledges that the information it receives from SSA is governed by the Privacy Act (5 U.S.C. § 552a(i)(1) and (3)) and the Social Security Act (42 U.S.C. 1306(a)). Any person who obtains this information under false pretenses or uses it for any purpose other than as provided for in this MOU may be subject to criminal penalties.

18. The Employer agrees to cooperate with DHS and SSA in their compliance monitoring and evaluation of E-Verify, which includes permitting DHS, SSA, their contractors and other agents, upon



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reasonable notice, to review Forms I-9 and other employment records and to interview it and its employees regarding the Employer's use of E-Verify, and to respond in a prompt and accurate manner to DHS requests for information relating to their participation in E-Verify.

19. The Employer shall not make any false or unauthorized claims or references about its participation in E-Verify on its website, in advertising materials, or other media. The Employer shall not describe its services as federally-approved, federally-certified, or federally-recognized, or use language with a similar intent on its website or other materials provided to the public. Entering into this MOU does not mean that E-Verify endorses or authorizes your E-Verify services and any claim to that effect is false.

20. The Employer shall not state in its website or other public documents that any language used therein has been provided or approved by DHS, USCIS or the Verification Division, without first obtaining the prior written consent of DHS.

21. The Employer agrees that E-Verify trademarks and logos may be used only under license by DHS/USCIS (see M-795 (Web)) and, other than pursuant to the specific terms of such license, may not be used in any manner that might imply that the Employer's services, products, websites, or publications are sponsored by, endorsed by, licensed by, or affiliated with DHS, USCIS, or E-Verify.

22. The Employer understands that if it uses E-Verify procedures for any purpose other than as authorized by this MOU, the Employer may be subject to appropriate legal action and termination of its participation in E-Verify according to this MOU.

B. RESPONSIBILITIES OF FEDERAL CONTRACTORS

1. If the Employer is a Federal contractor with the FAR E-Verify clause subject to the employment verification terms in Subpart 22.18 of the FAR, it will become familiar with and comply with the most current version of the E-Verify User Manual for Federal Contractors as well as the E-Verify Supplemental Guide for Federal Contractors.

2. In addition to the responsibilities of every employer outlined in this MOU, the Employer understands that if it is a Federal contractor subject to the employment verification terms in Subpart 22.18 of the FAR it must verify the employment eligibility of any "employee assigned to the contract" (as defined in FAR 22.1801). Once an employee has been verified through E-Verify by the Employer, the Employer may not create a second case for the employee through E-Verify.

a. An Employer that is not enrolled in E-Verify as a Federal contractor at the time of a contract award must enroll as a Federal contractor in the E-Verify program within 30 calendar days of contract award and, within 90 days of enrollment, begin to verify employment eligibility of new hires using E-Verify. The Employer must verify those employees who are working in the United States, whether or not they are assigned to the contract. Once the Employer begins verifying new hires, such verification of new hires must be initiated within three business days after the hire date. Once enrolled in E-Verify as a Federal contractor, the Employer must begin verification of employees assigned to the contract within 90 calendar days after the date of enrollment or within 30 days of an employee's assignment to the contract, whichever date is later.



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b. Employers enrolled in E-Verify as a Federal contractor for 90 days or more at the time of a contract award must use E-Verify to begin verification of employment eligibility for new hires of the Employer who are working in the United States, whether or not assigned to the contract, within three business days after the date of hire. If the Employer is enrolled in E-Verify as a Federal contractor for 90 calendar days or less at the time of contract award, the Employer must, within 90 days of enrollment, begin to use E-Verify to initiate verification of new hires of the contractor who are working in the United States, whether or not assigned to the contract. Such verification of new hires must be initiated within three business days after the date of hire. An Employer enrolled as a Federal contractor in E-Verify must begin verification of each employee assigned to the contract within 90 calendar days after date of contract award or within 30 days after assignment to the contract, whichever is later.

c. Federal contractors that are institutions of higher education (as defined at 20 U.S.C. 1001(a)), state or local governments, governments of Federally recognized Indian tribes, or sureties performing under a takeover agreement entered into with a Federal agency under a performance bond may choose to only verify new and existing employees assigned to the Federal contract. Such Federal contractors may, however, elect to verify all new hires, and/or all existing employees hired after November 6, 1986. Employers in this category must begin verification of employees assigned to the contract within 90 calendar days after the date of enrollment or within 30 days of an employee's assignment to the contract, whichever date is later.

d. Upon enrollment, Employers who are Federal contractors may elect to verify employment eligibility of all existing employees working in the United States who were hired after November 6, 1986, instead of verifying only those employees assigned to a covered Federal contract. After enrollment, Employers must elect to verify existing staff following DHS procedures and begin

E-Verify verification of all existing employees within 180 days after the election.

e. The Employer may use a previously completed Form I-9 as the basis for creating an E-Verify case for an employee assigned to a contract as long as:

- i. That Form I-9 is complete (including the SSN) and complies with Article II.A.6,
- ii. The employee's work authorization has not expired, and
- iii. The Employer has reviewed the Form I-9 information either in person or in communications with the employee to ensure that the employee's Section 1, Form I-9 attestation has not changed (including, but not limited to, a lawful permanent resident alien having become a naturalized U.S. citizen).

f. The Employer shall complete a new Form I-9 consistent with Article II.A.6 or update the previous Form I-9 to provide the necessary information if:

- i. The Employer cannot determine that Form I-9 complies with Article II.A.6,
- ii. The employee's basis for work authorization as attested in Section 1 has expired or changed, or
- iii. The Form I-9 contains no SSN or is otherwise incomplete.

Note: If Section 1 of Form I-9 is otherwise valid and up-to-date and the form otherwise complies with



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Article II.C.5, but reflects documentation (such as a U.S. passport or Form I-551) that expired after completing Form I-9, the Employer shall not require the production of additional documentation, or use the photo screening tool described in Article II.A.5, subject to any additional or superseding instructions that may be provided on this subject in the E-Verify User Manual.

g. The Employer agrees not to require a second verification using E-Verify of any assigned employee who has previously been verified as a newly hired employee under this MOU or to authorize verification of any existing employee by any Employer that is not a Federal contractor based on this Article.

3. The Employer understands that if it is a Federal contractor, its compliance with this MOU is a performance requirement under the terms of the Federal contract or subcontract, and the Employer consents to the release of information relating to compliance with its verification responsibilities under this MOU to contracting officers or other officials authorized to review the Employer's compliance with Federal contracting requirements.

C. RESPONSIBILITIES OF SSA

1. SSA agrees to allow DHS to compare data provided by the Employer against SSA's database. SSA sends DHS confirmation that the data sent either matches or does not match the information in SSA's database.

2. SSA agrees to safeguard the information the Employer provides through E-Verify procedures. SSA also agrees to limit access to such information, as is appropriate by law, to individuals responsible for the verification of Social Security numbers or responsible for evaluation of E-Verify or such other persons or entities who may be authorized by SSA as governed by the Privacy Act (5 U.S.C. § 552a), the Social Security Act (42 U.S.C. 1306(a)), and SSA regulations (20 CFR Part 401).

3. SSA agrees to provide case results from its database within three Federal Government work days of the initial inquiry. E-Verify provides the information to the Employer.

4. SSA agrees to update SSA records as necessary if the employee who contests the SSA tentative nonconfirmation visits an SSA field office and provides the required evidence. If the employee visits an SSA field office within the eight Federal Government work days from the date of referral to SSA, SSA agrees to update SSA records, if appropriate, within the eight-day period unless SSA determines that more than eight days may be necessary. In such cases, SSA will provide additional instructions to the employee. If the employee does not visit SSA in the time allowed, E-Verify may provide a final nonconfirmation to the employer.

Note: If an Employer experiences technical problems, or has a policy question, the employer should contact E-Verify at 1-888-464-4218.

D. RESPONSIBILITIES OF DHS

1. DHS agrees to provide the Employer with selected data from DHS databases to enable the Employer to conduct, to the extent authorized by this MOU:

a. Automated verification checks on alien employees by electronic means, and



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- b. Photo verification checks (when available) on employees.
2. DHS agrees to assist the Employer with operational problems associated with the Employer's participation in E-Verify. DHS agrees to provide the Employer names, titles, addresses, and telephone numbers of DHS representatives to be contacted during the E-Verify process.
 3. DHS agrees to provide to the Employer with access to E-Verify training materials as well as an E-Verify User Manual that contain instructions on E-Verify policies, procedures, and requirements for both SSA and DHS, including restrictions on the use of E-Verify.
 4. DHS agrees to train Employers on all important changes made to E-Verify through the use of mandatory refresher tutorials and updates to the E-Verify User Manual. Even without changes to E-Verify, DHS reserves the right to require employers to take mandatory refresher tutorials.
 5. DHS agrees to provide to the Employer a notice, which indicates the Employer's participation in E-Verify. DHS also agrees to provide to the Employer anti-discrimination notices issued by the Office of Special Counsel for Immigration-Related Unfair Employment Practices (OSC), Civil Rights Division, U.S. Department of Justice.
 6. DHS agrees to issue each of the Employer's E-Verify users a unique user identification number and password that permits them to log in to E-Verify.
 7. DHS agrees to safeguard the information the Employer provides, and to limit access to such information to individuals responsible for the verification process, for evaluation of E-Verify, or to such other persons or entities as may be authorized by applicable law. Information will be used only to verify the accuracy of Social Security numbers and employment eligibility, to enforce the INA and Federal criminal laws, and to administer Federal contracting requirements.
 8. DHS agrees to provide a means of automated verification that provides (in conjunction with SSA verification procedures) confirmation or tentative nonconfirmation of employees' employment eligibility within three Federal Government work days of the initial inquiry.
 9. DHS agrees to provide a means of secondary verification (including updating DHS records) for employees who contest DHS tentative nonconfirmations and photo mismatch tentative nonconfirmations. This provides final confirmation or nonconfirmation of the employees' employment eligibility within 10 Federal Government work days of the date of referral to DHS, unless DHS determines that more than 10 days may be necessary. In such cases, DHS will provide additional verification instructions.

ARTICLE III

REFERRAL OF INDIVIDUALS TO SSA AND DHS

A. REFERRAL TO SSA

1. If the Employer receives a tentative nonconfirmation issued by SSA, the Employer must print the notice as directed by E-Verify. The Employer must promptly notify employees in private of the finding and provide them with the notice and letter containing information specific to the employee's E-Verify case.



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The Employer also agrees to provide both the English and the translated notice and letter for employees with limited English proficiency to employees. The Employer agrees to provide written referral instructions to employees and instruct affected employees to bring the English copy of the letter to the SSA. The Employer must allow employees to contest the finding, and not take adverse action against employees if they choose to contest the finding, while their case is still pending.

2. The Employer agrees to obtain the employee's response about whether he or she will contest the tentative nonconfirmation as soon as possible after the Employer receives the tentative nonconfirmation. Only the employee may determine whether he or she will contest the tentative nonconfirmation.
3. After a tentative nonconfirmation, the Employer will refer employees to SSA field offices only as directed by E-Verify. The Employer must record the case verification number, review the employee information submitted to E-Verify to identify any errors, and find out whether the employee contests the tentative nonconfirmation. The Employer will transmit the Social Security number, or any other corrected employee information that SSA requests, to SSA for verification again if this review indicates a need to do so.
4. The Employer will instruct the employee to visit an SSA office within eight Federal Government work days. SSA will electronically transmit the result of the referral to the Employer within 10 Federal Government work days of the referral unless it determines that more than 10 days is necessary.
5. While waiting for case results, the Employer agrees to check the E-Verify system regularly for case updates.
6. The Employer agrees not to ask the employee to obtain a printout from the Social Security Administration number database (the Numident) or other written verification of the SSN from the SSA.

B. REFERRAL TO DHS

1. If the Employer receives a tentative nonconfirmation issued by DHS, the Employer must promptly notify employees in private of the finding and provide them with the notice and letter containing information specific to the employee's E-Verify case. The Employer also agrees to provide both the English and the translated notice and letter for employees with limited English proficiency to employees. The Employer must allow employees to contest the finding, and not take adverse action against employees if they choose to contest the finding, while their case is still pending.
2. The Employer agrees to obtain the employee's response about whether he or she will contest the tentative nonconfirmation as soon as possible after the Employer receives the tentative nonconfirmation. Only the employee may determine whether he or she will contest the tentative nonconfirmation.
3. The Employer agrees to refer individuals to DHS only when the employee chooses to contest a tentative nonconfirmation.
4. If the employee contests a tentative nonconfirmation issued by DHS, the Employer will instruct the



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employee to contact DHS through its toll-free hotline (as found on the referral letter) within eight Federal Government work days.

5. If the Employer finds a photo mismatch, the Employer must provide the photo mismatch tentative nonconfirmation notice and follow the instructions outlined in paragraph 1 of this section for tentative nonconfirmations, generally.
6. The Employer agrees that if an employee contests a tentative nonconfirmation based upon a photo mismatch, the Employer will send a copy of the employee's Form I-551, Form I-766, U.S. Passport, or passport card to DHS for review by:
 - a. Scanning and uploading the document, or
 - b. Sending a photocopy of the document by express mail (furnished and paid for by the employer).
7. The Employer understands that if it cannot determine whether there is a photo match/mismatch, the Employer must forward the employee's documentation to DHS as described in the preceding paragraph. The Employer agrees to resolve the case as specified by the DHS representative who will determine the photo match or mismatch.
8. DHS will electronically transmit the result of the referral to the Employer within 10 Federal Government work days of the referral unless it determines that more than 10 days is necessary.
9. While waiting for case results, the Employer agrees to check the E-Verify system regularly for case updates.

ARTICLE IV SERVICE PROVISIONS

A. NO SERVICE FEES

1. SSA and DHS will not charge the Employer for verification services performed under this MOU. The Employer is responsible for providing equipment needed to make inquiries. To access E-Verify, an Employer will need a personal computer with Internet access.

ARTICLE V MODIFICATION AND TERMINATION

A. MODIFICATION

1. This MOU is effective upon the signature of all parties and shall continue in effect for as long as the SSA and DHS operates the E-Verify program unless modified in writing by the mutual consent of all parties.
2. Any and all E-Verify system enhancements by DHS or SSA, including but not limited to E-Verify checking against additional data sources and instituting new verification policies or procedures, will be covered under this MOU and will not cause the need for a supplemental MOU that outlines these changes.



Company ID Number: 2541902

B. TERMINATION

1. The Employer may terminate this MOU and its participation in E-Verify at any time upon 30 days prior written notice to the other parties.
2. Notwithstanding Article V, part A of this MOU, DHS may terminate this MOU, and thereby the Employer's participation in E-Verify, with or without notice at any time if deemed necessary because of the requirements of law or policy, or upon a determination by SSA or DHS that there has been a breach of system integrity or security by the Employer, or a failure on the part of the Employer to comply with established E-Verify procedures and/or legal requirements. The Employer understands that if it is a Federal contractor, termination of this MOU by any party for any reason may negatively affect the performance of its contractual responsibilities. Similarly, the Employer understands that if it is in a state where E-Verify is mandatory, termination of this by any party MOU may negatively affect the Employer's business.
3. An Employer that is a Federal contractor may terminate this MOU when the Federal contract that requires its participation in E-Verify is terminated or completed. In such cases, the Federal contractor must provide written notice to DHS. If an Employer that is a Federal contractor fails to provide such notice, then that Employer will remain an E-Verify participant, will remain bound by the terms of this MOU that apply to non-Federal contractor participants, and will be required to use the E-Verify procedures to verify the employment eligibility of all newly hired employees.
4. The Employer agrees that E-Verify is not liable for any losses, financial or otherwise, if the Employer is terminated from E-Verify.

ARTICLE VI PARTIES

- A. Some or all SSA and DHS responsibilities under this MOU may be performed by contractor(s), and SSA and DHS may adjust verification responsibilities between each other as necessary. By separate agreement with DHS, SSA has agreed to perform its responsibilities as described in this MOU.
- B. Nothing in this MOU is intended, or should be construed, to create any right or benefit, substantive or procedural, enforceable at law by any third party against the United States, its agencies, officers, or employees, or against the Employer, its agents, officers, or employees.
- C. The Employer may not assign, directly or indirectly, whether by operation of law, change of control or merger, all or any part of its rights or obligations under this MOU without the prior written consent of DHS, which consent shall not be unreasonably withheld or delayed. Any attempt to sublicense, assign, or transfer any of the rights, duties, or obligations herein is void.
- D. Each party shall be solely responsible for defending any claim or action against it arising out of or related to E-Verify or this MOU, whether civil or criminal, and for any liability wherefrom, including (but not limited to) any dispute between the Employer and any other person or entity regarding the applicability of Section 403(d) of IIRIRA to any action taken or allegedly taken by the Employer.



Company ID Number: 2541902

E. The Employer understands that its participation in E-Verify is not confidential information and may be disclosed as authorized or required by law and DHS or SSA policy, including but not limited to, Congressional oversight, E-Verify publicity and media inquiries, determinations of compliance with Federal contractual requirements, and responses to inquiries under the Freedom of Information Act (FOIA).

F. The individuals whose signatures appear below represent that they are authorized to enter into this MOU on behalf of the Employer and DHS respectively. The Employer understands that any inaccurate statement, representation, data or other information provided to DHS may subject the Employer, its subcontractors, its employees, or its representatives to: (1) prosecution for false statements pursuant to 18 U.S.C. 1001 and/or; (2) immediate termination of its MOU and/or; (3) possible debarment or suspension.

G. The foregoing constitutes the full agreement on this subject between DHS and the Employer.

To be accepted as an E-Verify participant, you should only sign the Employer's Section of the signature page. If you have any questions, contact E-Verify at 1-888-464-4218.



Company ID Number: 2541902

Approved by:

Employer Security Transport Services, Inc.	
Name (Please Type or Print) John V Comissiong	Title
Signature Electronically Signed	Date 10/03/2024
Department of Homeland Security - Verification Division	
Name (Please Type or Print) USCIS Verification Division	Title
Signature Electronically Signed	Date 10/03/2024



Company ID Number: 2541902

Information Required for the E-Verify Program	
Information relating to your Company:	
Company Name	Security Transport Services, Inc.
Company Facility Address	1643 SW 41st Street Topeka, KS 66609
Company Alternate Address	
County or Parish	SHAWNEE
Employer Identification Number	481170298
North American Industry Classification Systems Code	485
Parent Company	
Number of Employees	20 to 99
Number of Sites Verified for	1 site(s)



Company ID Number: 2541902

Are you verifying for more than 1 site? If yes, please provide the number of sites verified for in each State:

KS

1



Company ID Number: 2541902

employee to contact DHS through its toll-free hotline (as found on the referral letter) within eight Federal Government work days.

5. If the Employer finds a photo mismatch, the Employer must provide the photo mismatch tentative nonconfirmation notice and follow the instructions outlined in paragraph 1 of this section for tentative nonconfirmations, generally.
6. The Employer agrees that if an employee contests a tentative nonconfirmation based upon a photo mismatch, the Employer will send a copy of the employee's Form I-551, Form I-766, U.S. Passport, or passport card to DHS for review by:
 - a. Scanning and uploading the document, or
 - b. Sending a photocopy of the document by express mail (furnished and paid for by the employer).
7. The Employer understands that if it cannot determine whether there is a photo match/mismatch, the Employer must forward the employee's documentation to DHS as described in the preceding paragraph. The Employer agrees to resolve the case as specified by the DHS representative who will determine the photo match or mismatch.
8. DHS will electronically transmit the result of the referral to the Employer within 10 Federal Government work days of the referral unless it determines that more than 10 days is necessary.
9. While waiting for case results, the Employer agrees to check the E-Verify system regularly for case updates.

ARTICLE IV SERVICE PROVISIONS

A. NO SERVICE FEES

1. SSA and DHS will not charge the Employer for verification services performed under this MOU. The Employer is responsible for providing equipment needed to make inquiries. To access E-Verify, an Employer will need a personal computer with Internet access.

ARTICLE V MODIFICATION AND TERMINATION

A. MODIFICATION

1. This MOU is effective upon the signature of all parties and shall continue in effect for as long as the SSA and DHS operates the E-Verify program unless modified in writing by the mutual consent of all parties.
2. Any and all E-Verify system enhancements by DHS or SSA, including but not limited to E-Verify checking against additional data sources and instituting new verification policies or procedures, will be covered under this MOU and will not cause the need for a supplemental MOU that outlines these changes.



Company ID Number: 2541902

B. TERMINATION

1. The Employer may terminate this MOU and its participation in E-Verify at any time upon 30 days prior written notice to the other parties.
2. Notwithstanding Article V, part A of this MOU, DHS may terminate this MOU, and thereby the Employer's participation in E-Verify, with or without notice at any time if deemed necessary because of the requirements of law or policy, or upon a determination by SSA or DHS that there has been a breach of system integrity or security by the Employer, or a failure on the part of the Employer to comply with established E-Verify procedures and/or legal requirements. The Employer understands that if it is a Federal contractor, termination of this MOU by any party for any reason may negatively affect the performance of its contractual responsibilities. Similarly, the Employer understands that if it is in a state where E-Verify is mandatory, termination of this by any party MOU may negatively affect the Employer's business.
3. An Employer that is a Federal contractor may terminate this MOU when the Federal contract that requires its participation in E-Verify is terminated or completed. In such cases, the Federal contractor must provide written notice to DHS. If an Employer that is a Federal contractor fails to provide such notice, then that Employer will remain an E-Verify participant, will remain bound by the terms of this MOU that apply to non-Federal contractor participants, and will be required to use the E-Verify procedures to verify the employment eligibility of all newly hired employees.
4. The Employer agrees that E-Verify is not liable for any losses, financial or otherwise, if the Employer is terminated from E-Verify.

ARTICLE VI PARTIES

- A. Some or all SSA and DHS responsibilities under this MOU may be performed by contractor(s), and SSA and DHS may adjust verification responsibilities between each other as necessary. By separate agreement with DHS, SSA has agreed to perform its responsibilities as described in this MOU.
- B. Nothing in this MOU is intended, or should be construed, to create any right or benefit, substantive or procedural, enforceable at law by any third party against the United States, its agencies, officers, or employees, or against the Employer, its agents, officers, or employees.
- C. The Employer may not assign, directly or indirectly, whether by operation of law, change of control or merger, all or any part of its rights or obligations under this MOU without the prior written consent of DHS, which consent shall not be unreasonably withheld or delayed. Any attempt to sublicense, assign, or transfer any of the rights, duties, or obligations herein is void.
- D. Each party shall be solely responsible for defending any claim or action against it arising out of or related to E-Verify or this MOU, whether civil or criminal, and for any liability wherefrom, including (but not limited to) any dispute between the Employer and any other person or entity regarding the applicability of Section 403(d) of IIRIRA to any action taken or allegedly taken by the Employer.



Company ID Number: 2541902

E. The Employer understands that its participation in E-Verify is not confidential information and may be disclosed as authorized or required by law and DHS or SSA policy, including but not limited to, Congressional oversight, E-Verify publicity and media inquiries, determinations of compliance with Federal contractual requirements, and responses to inquiries under the Freedom of Information Act (FOIA).

F. The individuals whose signatures appear below represent that they are authorized to enter into this MOU on behalf of the Employer and DHS respectively. The Employer understands that any inaccurate statement, representation, data or other information provided to DHS may subject the Employer, its subcontractors, its employees, or its representatives to: (1) prosecution for false statements pursuant to 18 U.S.C. 1001 and/or; (2) immediate termination of its MOU and/or; (3) possible debarment or suspension.

G. The foregoing constitutes the full agreement on this subject between DHS and the Employer.

To be accepted as an E-Verify participant, you should only sign the Employer's Section of the signature page. If you have any questions, contact E-Verify at 1-888-464-4218.

**Request for Taxpayer
Identification Number and Certification**

Go to www.irs.gov/FormW9 for instructions and the latest information.

Give form to the
requester. Do not
send to the IRS.

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type. See Specific Instructions on page 3.	1 Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.) Security Transport Services Inc	
	2 Business name/disregarded entity name, if different from above.	
	3a Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only one of the following seven boxes. <input type="checkbox"/> Individual/sole proprietor <input checked="" type="checkbox"/> C corporation <input type="checkbox"/> S corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner. <input type="checkbox"/> Other (see instructions)	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any) (Applies to accounts maintained outside the United States.)
	3b If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions <input type="checkbox"/>	
	5 Address (number, street, and apt. or suite no.). See instructions. 1643 SW 41st Street	Requester's name and address (optional)
6 City, state, and ZIP code Topeka, KS 66609		
7 List account number(s) here (optional)		

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number								
			-				-	
or								
Employer identification number								
4	8	-	1	1	7	0	2	9

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person 	Date 01/09/2025
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they

must obtain your correct taxpayer identification number (TIN), which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid).
- Form 1099-DIV (dividends, including those from stocks or mutual funds).
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds).
- Form 1099-NEC (nonemployee compensation).
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers).
- Form 1099-S (proceeds from real estate transactions).
- Form 1099-K (merchant card and third-party network transactions).
- Form 1098 (home mortgage interest), 1098-E (student loan interest), and 1098-T (tuition).
- Form 1099-C (canceled debt).
- Form 1099-A (acquisition or abandonment of secured property).

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

Caution: If you don't return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding*, later.

By signing the filled-out form, you:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued);
2. Certify that you are not subject to backup withholding; or
3. Claim exemption from backup withholding if you are a U.S. exempt payee; and
4. Certify to your non-foreign status for purposes of withholding under chapter 3 or 4 of the Code (if applicable); and
5. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting is correct. See *What is FATCA Reporting*, later, for further information.

Note: If you are a U.S. person and a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien;
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States;
- An estate (other than a foreign estate); or
- A domestic trust (as defined in Regulations section 301.7701-7).

Establishing U.S. status for purposes of chapter 3 and chapter 4 withholding. Payments made to foreign persons, including certain distributions, allocations of income, or transfers of sales proceeds, may be subject to withholding under chapter 3 or chapter 4 of the Code (sections 1441-1474). Under those rules, if a Form W-9 or other certification of non-foreign status has not been received, a withholding agent, transferee, or partnership (payor) generally applies presumption rules that may require the payor to withhold applicable tax from the recipient, owner, transferor, or partner (payee). See Pub. 515, *Withholding of Tax on Nonresident Aliens and Foreign Entities*.

The following persons must provide Form W-9 to the payor for purposes of establishing its non-foreign status.

- In the case of a disregarded entity with a U.S. owner, the U.S. owner of the disregarded entity and not the disregarded entity.
- In the case of a grantor trust with a U.S. grantor or other U.S. owner, generally, the U.S. grantor or other U.S. owner of the grantor trust and not the grantor trust.
- In the case of a U.S. trust (other than a grantor trust), the U.S. trust and not the beneficiaries of the trust.

See Pub. 515 for more information on providing a Form W-9 or a certification of non-foreign status to avoid withholding.

Foreign person. If you are a foreign person or the U.S. branch of a foreign bank that has elected to be treated as a U.S. person (under Regulations section 1.1441-1(b)(2)(iv) or other applicable section for chapter 3 or 4 purposes), do not use Form W-9. Instead, use the appropriate Form W-8 or Form 8233 (see Pub. 515). If you are a qualified foreign pension fund under Regulations section 1.897(l)-1(d), or a partnership that is wholly owned by qualified foreign pension funds, that is treated as a non-foreign person for purposes of section 1445 withholding, do not use Form W-9. Instead, use Form W-8EXP (or other certification of non-foreign status).

Nonresident alien who becomes a resident alien. Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a saving clause. Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the payee has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement to Form W-9 that specifies the following five items.

1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.
2. The treaty article addressing the income.
3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.
4. The type and amount of income that qualifies for the exemption from tax.
5. Sufficient facts to justify the exemption from tax under the terms of the treaty article.

Example. Article 20 of the U.S.-China income tax treaty allows an exemption from tax for scholarship income received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if their stay in the United States exceeds 5 calendar years. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first Protocol) and is relying on this exception to claim an exemption from tax on their scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a nonresident alien or a foreign entity, give the requester the appropriate completed Form W-8 or Form 8233.

Backup Withholding

What is backup withholding? Persons making certain payments to you must under certain conditions withhold and pay to the IRS 24% of such payments. This is called "backup withholding." Payments that may be subject to backup withholding include, but are not limited to, interest, tax-exempt interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, payments made in settlement of payment card and third-party network transactions, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will not be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

Payments you receive will be subject to backup withholding if:

1. You do not furnish your TIN to the requester;
2. You do not certify your TIN when required (see the instructions for Part II for details);
3. The IRS tells the requester that you furnished an incorrect TIN;
4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only); or
5. You do not certify to the requester that you are not subject to backup withholding, as described in item 4 under "By signing the filled-out form" above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See *Exempt payee code*, later, and the separate Instructions for the Requester of Form W-9 for more information.

See also *Establishing U.S. status for purposes of chapter 3 and chapter 4 withholding*, earlier.

What Is FATCA Reporting?

The Foreign Account Tax Compliance Act (FATCA) requires a participating foreign financial institution to report all U.S. account holders that are specified U.S. persons. Certain payees are exempt from FATCA reporting. See *Exemption from FATCA reporting code*, later, and the Instructions for the Requester of Form W-9 for more information.

Updating Your Information

You must provide updated information to any person to whom you claimed to be an exempt payee if you are no longer an exempt payee and anticipate receiving reportable payments in the future from this person. For example, you may need to provide updated information if you are a C corporation that elects to be an S corporation, or if you are no longer tax exempt. In addition, you must furnish a new Form W-9 if the name or TIN changes for the account, for example, if the grantor of a grantor trust dies.

Penalties

Failure to furnish TIN. If you fail to furnish your correct TIN to a requester, you are subject to a penalty of \$50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

Civil penalty for false information with respect to withholding. If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a \$500 penalty.

Criminal penalty for falsifying information. Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

Misuse of TINs. If the requester discloses or uses TINs in violation of federal law, the requester may be subject to civil and criminal penalties.

Specific Instructions

Line 1

You must enter one of the following on this line; **do not** leave this line blank. The name should match the name on your tax return.

If this Form W-9 is for a joint account (other than an account maintained by a foreign financial institution (FFI)), list first, and then circle, the name of the person or entity whose number you entered in Part I of Form W-9. If you are providing Form W-9 to an FFI to document a joint account, each holder of the account that is a U.S. person must provide a Form W-9.

- **Individual.** Generally, enter the name shown on your tax return. If you have changed your last name without informing the Social Security Administration (SSA) of the name change, enter your first name, the last name as shown on your social security card, and your new last name.

Note for ITIN applicant: Enter your individual name as it was entered on your Form W-7 application, line 1a. This should also be the same as the name you entered on the Form 1040 you filed with your application.

- **Sole proprietor.** Enter your individual name as shown on your Form 1040 on line 1. Enter your business, trade, or "doing business as" (DBA) name on line 2.

- **Partnership, C corporation, S corporation, or LLC, other than a disregarded entity.** Enter the entity's name as shown on the entity's tax return on line 1 and any business, trade, or DBA name on line 2.

- **Other entities.** Enter your name as shown on required U.S. federal tax documents on line 1. This name should match the name shown on the charter or other legal document creating the entity. Enter any business, trade, or DBA name on line 2.

- **Disregarded entity.** In general, a business entity that has a single owner, including an LLC, and is not a corporation, is disregarded as an entity separate from its owner (a disregarded entity). See Regulations section 301.7701-2(c)(2). A disregarded entity should check the appropriate box for the tax classification of its owner. Enter the owner's name on line 1. The name of the owner entered on line 1 should never be a disregarded entity. The name on line 1 should be the name shown on the income tax return on which the income should be reported. For

example, if a foreign LLC that is treated as a disregarded entity for U.S. federal tax purposes has a single owner that is a U.S. person, the U.S. owner's name is required to be provided on line 1. If the direct owner of the entity is also a disregarded entity, enter the first owner that is not disregarded for federal tax purposes. Enter the disregarded entity's name on line 2. If the owner of the disregarded entity is a foreign person, the owner must complete an appropriate Form W-8 instead of a Form W-9. This is the case even if the foreign person has a U.S. TIN.

Line 2

If you have a business name, trade name, DBA name, or disregarded entity name, enter it on line 2.

Line 3a

Check the appropriate box on line 3a for the U.S. federal tax classification of the person whose name is entered on line 1. Check only one box on line 3a.

IF the entity/individual on line 1 is a(n) . . .	THEN check the box for . . .
• Corporation	Corporation.
• Individual or	Individual/sole proprietor.
• Sole proprietorship	
• LLC classified as a partnership for U.S. federal tax purposes or	Limited liability company and enter the appropriate tax classification:
• LLC that has filed Form 8832 or 2553 electing to be taxed as a corporation	P = Partnership, C = C corporation, or S = S corporation.
• Partnership	Partnership.
• Trust/estate	Trust/estate.

Line 3b

Check this box if you are a partnership (including an LLC classified as a partnership for U.S. federal tax purposes), trust, or estate that has any foreign partners, owners, or beneficiaries, and you are providing this form to a partnership, trust, or estate, in which you have an ownership interest. You must check the box on line 3b if you receive a Form W-8 (or documentary evidence) from any partner, owner, or beneficiary establishing foreign status or if you receive a Form W-9 from any partner, owner, or beneficiary that has checked the box on line 3b.

Note: A partnership that provides a Form W-9 and checks box 3b may be required to complete Schedules K-2 and K-3 (Form 1065). For more information, see the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

If you are required to complete line 3b but fail to do so, you may not receive the information necessary to file a correct information return with the IRS or furnish a correct payee statement to your partners or beneficiaries. See, for example, sections 6698, 6722, and 6724 for penalties that may apply.

Line 4 Exemptions

If you are exempt from backup withholding and/or FATCA reporting, enter in the appropriate space on line 4 any code(s) that may apply to you.

Exempt payee code.

- Generally, individuals (including sole proprietors) are not exempt from backup withholding.
- Except as provided below, corporations are exempt from backup withholding for certain payments, including interest and dividends.
- Corporations are not exempt from backup withholding for payments made in settlement of payment card or third-party network transactions.
- Corporations are not exempt from backup withholding with respect to attorneys' fees or gross proceeds paid to attorneys, and corporations that provide medical or health care services are not exempt with respect to payments reportable on Form 1099-MISC.

The following codes identify payees that are exempt from backup withholding. Enter the appropriate code in the space on line 4.

1—An organization exempt from tax under section 501(a), any IRA, or a custodial account under section 403(b)(7) if the account satisfies the requirements of section 401(f)(2).

- 2—The United States or any of its agencies or instrumentalities.
 3—A state, the District of Columbia, a U.S. commonwealth or territory, or any of their political subdivisions or instrumentalities.
 4—A foreign government or any of its political subdivisions, agencies, or instrumentalities.
 5—A corporation.
 6—A dealer in securities or commodities required to register in the United States, the District of Columbia, or a U.S. commonwealth or territory.
 7—A futures commission merchant registered with the Commodity Futures Trading Commission.
 8—A real estate investment trust.
 9—An entity registered at all times during the tax year under the Investment Company Act of 1940.
 10—A common trust fund operated by a bank under section 584(a).
 11—A financial institution as defined under section 581.
 12—A middleman known in the investment community as a nominee or custodian.
 13—A trust exempt from tax under section 664 or described in section 4947.

The following chart shows types of payments that may be exempt from backup withholding. The chart applies to the exempt payees listed above, 1 through 13.

IF the payment is for . . .	THEN the payment is exempt for . . .
• Interest and dividend payments	All exempt payees except for 7.
• Broker transactions	Exempt payees 1 through 4 and 6 through 11 and all C corporations. S corporations must not enter an exempt payee code because they are exempt only for sales of noncovered securities acquired prior to 2012.
• Barter exchange transactions and patronage dividends	Exempt payees 1 through 4.
• Payments over \$600 required to be reported and direct sales over \$5,000 ¹	Generally, exempt payees 1 through 5. ²
• Payments made in settlement of payment card or third-party network transactions	Exempt payees 1 through 4.

¹ See Form 1099-MISC, Miscellaneous Information, and its instructions.

² However, the following payments made to a corporation and reportable on Form 1099-MISC are not exempt from backup withholding: medical and health care payments, attorneys' fees, gross proceeds paid to an attorney reportable under section 6045(f), and payments for services paid by a federal executive agency.

Exemption from FATCA reporting code. The following codes identify payees that are exempt from reporting under FATCA. These codes apply to persons submitting this form for accounts maintained outside of the United States by certain foreign financial institutions. Therefore, if you are only submitting this form for an account you hold in the United States, you may leave this field blank. Consult with the person requesting this form if you are uncertain if the financial institution is subject to these requirements. A requester may indicate that a code is not required by providing you with a Form W-9 with "Not Applicable" (or any similar indication) entered on the line for a FATCA exemption code.

A—An organization exempt from tax under section 501(a) or any individual retirement plan as defined in section 7701(a)(37).

B—The United States or any of its agencies or instrumentalities.

C—A state, the District of Columbia, a U.S. commonwealth or territory, or any of their political subdivisions or instrumentalities.

D—A corporation the stock of which is regularly traded on one or more established securities markets, as described in Regulations section 1.1472-1(c)(1)(i).

E—A corporation that is a member of the same expanded affiliated group as a corporation described in Regulations section 1.1472-1(c)(1)(f).

F—A dealer in securities, commodities, or derivative financial instruments (including notional principal contracts, futures, forwards, and options) that is registered as such under the laws of the United States or any state.

G—A real estate investment trust.

H—A regulated investment company as defined in section 851 or an entity registered at all times during the tax year under the Investment Company Act of 1940.

I—A common trust fund as defined in section 584(a).

J—A bank as defined in section 581.

K—A broker.

L—A trust exempt from tax under section 664 or described in section 4947(a)(1).

M—A tax-exempt trust under a section 403(b) plan or section 457(g) plan.

Note: You may wish to consult with the financial institution requesting this form to determine whether the FATCA code and/or exempt payee code should be completed.

Line 5

Enter your address (number, street, and apartment or suite number). This is where the requester of this Form W-9 will mail your information returns. If this address differs from the one the requester already has on file, enter "NEW" at the top. If a new address is provided, there is still a chance the old address will be used until the payor changes your address in their records.

Line 6

Enter your city, state, and ZIP code.

Part I. Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. If you are a resident alien and you do not have, and are not eligible to get, an SSN, your TIN is your IRS ITIN. Enter it in the entry space for the Social security number. If you do not have an ITIN, see *How to get a TIN* below.

If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN.

If you are a single-member LLC that is disregarded as an entity separate from its owner, enter the owner's SSN (or EIN, if the owner has one). If the LLC is classified as a corporation or partnership, enter the entity's EIN.

Note: See *What Name and Number To Give the Requester*, later, for further clarification of name and TIN combinations.

How to get a TIN. If you do not have a TIN, apply for one immediately. To apply for an SSN, get Form SS-5, Application for a Social Security Card, from your local SSA office or get this form online at www.SSA.gov. You may also get this form by calling 800-772-1213. Use Form W-7, Application for IRS Individual Taxpayer Identification Number, to apply for an ITIN, or Form SS-4, Application for Employer Identification Number, to apply for an EIN. You can apply for an EIN online by accessing the IRS website at www.irs.gov/EIN. Go to www.irs.gov/Forms to view, download, or print Form W-7 and/or Form SS-4. Or, you can go to www.irs.gov/OrderForms to place an order and have Form W-7 and/or Form SS-4 mailed to you within 15 business days.

If you are asked to complete Form W-9 but do not have a TIN, apply for a TIN and enter "Applied For" in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradable instruments, you will generally have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments. The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

Note: Entering "Applied For" means that you have already applied for a TIN or that you intend to apply for one soon. See also *Establishing U.S. status for purposes of chapter 3 and chapter 4 withholding*, earlier, for when you may instead be subject to withholding under chapter 3 or 4 of the Code.

Caution: A disregarded U.S. entity that has a foreign owner must use the appropriate Form W-8.

Part II. Certification

To establish to the withholding agent that you are a U.S. person, or resident alien, sign Form W-9. You may be requested to sign by the withholding agent even if item 1, 4, or 5 below indicates otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). In the case of a disregarded entity, the person identified on line 1 must sign. Exempt payees, see *Exempt payee code*, earlier.

Signature requirements. Complete the certification as indicated in items 1 through 5 below.

1. Interest, dividend, and barter exchange accounts opened before 1984 and broker accounts considered active during 1983. You must give your correct TIN, but you do not have to sign the certification.

2. Interest, dividend, broker, and barter exchange accounts opened after 1983 and broker accounts considered inactive during 1983. You must sign the certification or backup withholding will apply. If you are subject to backup withholding and you are merely providing your correct TIN to the requester, you must cross out item 2 in the certification before signing the form.

3. Real estate transactions. You must sign the certification. You may cross out item 2 of the certification.

4. Other payments. You must give your correct TIN, but you do not have to sign the certification unless you have been notified that you have previously given an incorrect TIN. "Other payments" include payments made in the course of the requester's trade or business for rents, royalties, goods (other than bills for merchandise), medical and health care services (including payments to corporations), payments to a nonemployee for services, payments made in settlement of payment card and third-party network transactions, payments to certain fishing boat crew members and fishermen, and gross proceeds paid to attorneys (including payments to corporations).

5. Mortgage interest paid by you, acquisition or abandonment of secured property, cancellation of debt, qualified tuition program payments (under section 529), ALE accounts (under section 529A), IRA, Coverdell ESA, Archer MSA or HSA contributions or distributions, and pension distributions. You must give your correct TIN, but you do not have to sign the certification.

What Name and Number To Give the Requester

For this type of account:	Give name and SSN of:
1. Individual	The individual
2. Two or more individuals (joint account) other than an account maintained by an FFI	The actual owner of the account or, if combined funds, the first individual on the account ¹
3. Two or more U.S. persons (joint account maintained by an FFI)	Each holder of the account
4. Custodial account of a minor (Uniform Gift to Minors Act)	The minor ²
5. a. The usual revocable savings trust (grantor is also trustee)	The grantor-trustee ¹
b. So-called trust account that is not a legal or valid trust under state law	The actual owner ¹
6. Sole proprietorship or disregarded entity owned by an individual	The owner ³
7. Grantor trust filing under Optional Filing Method 1 (see Regulations section 1.671-4(b)(2)(i)(A)) ^{**}	The grantor ⁴

For this type of account:	Give name and EIN of:
8. Disregarded entity not owned by an individual	The owner
9. A valid trust, estate, or pension trust	Legal entity ⁴
10. Corporation or LLC electing corporate status on Form 8832 or Form 2553	The corporation
11. Association, club, religious, charitable, educational, or other tax-exempt organization	The organization
12. Partnership or multi-member LLC	The partnership
13. A broker or registered nominee	The broker or nominee
14. Account with the Department of Agriculture in the name of a public entity (such as a state or local government, school district, or prison) that receives agricultural program payments	The public entity
15. Grantor trust filing Form 1041 or under the Optional Filing Method 2, requiring Form 1099 (see Regulations section 1.671-4(b)(2)(i)(B)) ^{**}	The trust

¹ List first and circle the name of the person whose number you furnish. If only one person on a joint account has an SSN, that person's number must be furnished.

² Circle the minor's name and furnish the minor's SSN.

³ You must show your individual name on line 1, and enter your business or DBA name, if any, on line 2. You may use either your SSN or EIN (if you have one), but the IRS encourages you to use your SSN.

⁴ List first and circle the name of the trust, estate, or pension trust. (Do not furnish the TIN of the personal representative or trustee unless the legal entity itself is not designated in the account title.)

***Note:** The grantor must also provide a Form W-9 to the trustee of the trust.

****** For more information on optional filing methods for grantor trusts, see the Instructions for Form 1041.

Note: If no name is circled when more than one name is listed, the number will be considered to be that of the first name listed.

Secure Your Tax Records From Identity Theft

Identity theft occurs when someone uses your personal information, such as your name, SSN, or other identifying information, without your permission to commit fraud or other crimes. An identity thief may use your SSN to get a job or may file a tax return using your SSN to receive a refund.

To reduce your risk:

- Protect your SSN,
- Ensure your employer is protecting your SSN, and
- Be careful when choosing a tax return preparer.

If your tax records are affected by identity theft and you receive a notice from the IRS, respond right away to the name and phone number printed on the IRS notice or letter.

If your tax records are not currently affected by identity theft but you think you are at risk due to a lost or stolen purse or wallet, questionable credit card activity, or a questionable credit report, contact the IRS Identity Theft Hotline at 800-908-4490 or submit Form 14039.

For more information, see Pub. 5027, Identity Theft Information for Taxpayers.

Victims of identity theft who are experiencing economic harm or a systemic problem, or are seeking help in resolving tax problems that have not been resolved through normal channels, may be eligible for Taxpayer Advocate Service (TAS) assistance. You can reach TAS by calling the TAS toll-free case intake line at 877-777-4778 or TTY/TDD 800-829-4059.

Protect yourself from suspicious emails or phishing schemes.

Phishing is the creation and use of email and websites designed to mimic legitimate business emails and websites. The most common act is sending an email to a user falsely claiming to be an established legitimate enterprise in an attempt to scam the user into surrendering private information that will be used for identity theft.

The IRS does not initiate contacts with taxpayers via emails. Also, the IRS does not request personal detailed information through email or ask taxpayers for the PIN numbers, passwords, or similar secret access information for their credit card, bank, or other financial accounts.

If you receive an unsolicited email claiming to be from the IRS, forward this message to phishing@irs.gov. You may also report misuse of the IRS name, logo, or other IRS property to the Treasury Inspector General for Tax Administration (TIGTA) at 800-366-4484. You can forward suspicious emails to the Federal Trade Commission at spam@uce.gov or report them at www.ftc.gov/complaint. You can contact the FTC at www.ftc.gov/idtheft or 877-IDTHEFT (877-438-4338). If you have been the victim of identity theft, see www.IdentityTheft.gov and Pub. 5027.

Go to www.irs.gov/IdentityTheft to learn more about identity theft and how to reduce your risk.

Privacy Act Notice

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons (including federal agencies) who are required to file information returns with the IRS to report interest, dividends, or certain other income paid to you; mortgage interest you paid; the acquisition or abandonment of secured property; the cancellation of debt; or contributions you made to an IRA, Archer MSA, or HSA. The person collecting this form uses the information on the form to file information returns with the IRS, reporting the above information. Routine uses of this information include giving it to the Department of Justice for civil and criminal litigation and to cities, states, the District of Columbia, and U.S. commonwealths and territories for use in administering their laws. The information may also be disclosed to other countries under a treaty, to federal and state agencies to enforce civil and criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism. You must provide your TIN whether or not you are required to file a tax return. Under section 3406, payors must generally withhold a percentage of taxable interest, dividends, and certain other payments to a payee who does not give a TIN to the payor. Certain penalties may also apply for providing false or fraudulent information.

Attachment A: Bid Cover Sheet

The Mississippi Department of Corrections is seeking a quality private transportation entity to provide interstate and intrastate prisoner transport services as per the scope of services located in Section 2.2.

Bids are to be submitted as listed below, on or before 10:00 a.m. on August 8, 2025. PLEASE MARK YOUR ENVELOPE:

**Mississippi Department of Corrections
Legal Department
Attn: Procurement and Contracts
301 North Lamar Street
Jackson, MS 39201
SEALED BID-DO NOT OPEN- DELIVER IMMEDIATELY
RFx 3160007435
TO BE OPENED: AUGUST 8, 2025 at 10 a.m.**

Name of Company: Site Secure Group LLC
Quoted By: Jason McNeel
Signature: [Signature]
Address: 304A Yazoo Street
City/State/Zip Code: Lexington, MS 39095
Company Representative: Jason McNeel
Telephone: 601 - 951 - 5035
Email Address: jmcneel@sitesecuregroup.com
EIN/FEIN (business) or SSN (individual):
33-1719400

Please also provide the following information about your company.

Year Started: 2024 Number of Employees: 40
Years/Months Providing Services Listed in IFB: 0

If different than address above, physical location and mailing address of your company's home office, principal place of business, and place of incorporation:

same as above

Is company currently for sale or involved in a merger or acquisition? No

If yes, discuss impact both in organizational and directional terms and any impact on your ability to provide the goods and services required by this IFB.

N/A

List all licenses and permits your company possesses that are applicable to performing the services required in this IFB.

- Mississippi based LLC registered with MS SOS
- E-verify compliant
- compliant with all staffing certifications

For how many customers has your company provided interstate and/or intrastate prisoner transport services within the past two (2) years?

None in the past two years. We have been providing site security from the beginning and we are a logistics company that safely operates vehicles of all sizes.

Please provide the dates, size of area maintained and annual amount billed for ground transportation and associated medical services for three (3) typical customers for which interstate and/or intrastate prisoner transport services were provided within the past year.

N/A

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

- We employ off-duty trained and licensed law enforcement officers to carry out the duties of our company.
- all certifications, experience, and education included in response (Appendix D and E)

Is your company licensed and/or certified to provide the services as required by any and all applicable Federal and State law(s)?

yes

**Attachment B: Bid Form for Interstate and Intrastate Prisoner Transport
IFB# 3160007435**

BID FORM

Company	Contact Person	Telephone Number
Site Secure Group LLC	Jason McNeel	601-951-5035

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

1. All required equipment or material;
2. All required insurance, bond, or other surety;
3. All required overhead;
4. All required labor and supervision;
5. All required business and professional certifications, licenses, permits, or fees; and,
6. Any and all other costs.

Pricing Structure: Bidder agrees to furnish services specified in this Bid at the rate indicated below for the entire duration of any resulting Contract. Any cost or incidental expenses not shown on this document will be the responsibility of the vendor. All pricing must include and all charges as part of the rate per mile.

Service Type Available: ☒ Interstate ☒ Intrastate ☒ Both

CATEGORY OF SERVICE	COST
Price per mile for one-way ground mileage from Point of Pickup to Point of Drop Off – Male Offenders	\$ <u>3.15</u> per mile
Price per mile for one-way ground mileage from Point of Pickup to Point of Drop Off – Female Offenders	\$ <u>3.15</u> per mile
Price per mile for one-way ground mileage from Point of Pickup to Point of Drop Off for offenders requiring Special Needs or Medical Conditions as outlined in the agreement	\$ <u>4.00</u> per mile
Minimum Trip Fees per Transport	\$ <u>800.00</u>
Discount for multiple prisoners (if more than one prisoner is picked-up/dropped off at same location or within close proximity of location)	<u>15 %</u>
Penalty for Cancelled Trip (if cancelled by MDOC outside allowable period)	\$ <u>125.00</u>
Any other fees – list and provide rate per unit <u>Emergency</u>	\$ <u>3.75</u> per mile
Any other miscellaneous charges – list and provide rate per unit and not-to-exceed limits where applicable	

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

1. That he/she has thoroughly read and understands the Invitation for Bids and Attachments thereto;
2. That the company meets all requirements and acknowledges all certifications contained in the Invitation for Bids and Attachments thereto;
3. That the company agrees to all provisions of the Invitation for Bids and Attachments thereto including, but not limited to, the Required and Optional Clauses to be included in any contract resulting from this IFB (**Attachments E and H**);
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 of pricing data submitted is accurate, complete, and current as of the submission date;
6. The Bidder represents that its workers are licensed, certified and possess the requisite credentials to perform the duties required to be performed under this Invitation for Bids.

Company Name: Site Secure Group LLC

Printed Name of Representative: JASON McNEEL

Date: 8/6/25

Signature: Jason McNeel

Note: Failure to sign the bid form may result in the bid being rejected as non-responsive. Modifications or additions to any portion of this bid document may be cause for rejection of the bid.

Attachment C: Bidders' Acknowledgment of Bid as Public Record

The redacted version of the bid – or if no redacted version is produced, the full bid document – will be released at the Agency's sole discretion, without notice to the bidder and will be produced as a public record exactly as submitted.

Bidders shall acknowledge receipt of any amendment to the IFB in writing. The acknowledgment shall be submitted by signing and returning the amendment with the bid package, identifying the amendment number and date in the space provided on the bid form, or by email or letter. Each bidder shall submit a written acknowledgment of every amendment to the MDOC on or before the submission deadline.

Choose One (1):

____ 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 has not made redactions 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 The Mississippi Department of Corrections 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.

X Bidder hereby certifies that the complete unredacted copy of its bid may be released as a public record by the Mississippi Department of Corrections 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.

Company Name: Site Secure Group LLC

Printed Name of Representative: Jason McNeal

Date: 8/6/25

Signature: Jason McNeal

Note: Failure to sign this acknowledgment may result in the bid being rejected as non-responsive. Modifications or additions to any portion of this acknowledgment may be cause for rejection of the bid.

Attachment D: Certifications and Assurances

As an authorized signatory for Site Secure Group LLC,
I make the following certifications and assurances as a required element of the bid to which it is attached and 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):

1. 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, to the MDOC prior to contract execution.

2. REPRESENTATION REGARDING GRATUITIES

Offeror represents that it has not, is not, and will not offer, give, or agree to give any employee or former employee of MDOC 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 MDOC 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 represents 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.

3. EXCLUSION OR DEBARMENT

By submitting a bid in response to the IFB, the bidder certifies that it is not currently excluded or debarred from future contract awards by any political subdivision or agency of any state, federal, local, or county government. Bidder further certifies that it is not an agent of any such person or entity.

Bidder certifies that it has not, in the five-year period preceding its offer, been convicted of or had a civil judgment rendered against it for commission of a fraud or criminal offense in connection with obtaining, attempting to obtain, or performance of a public contract; violation of antitrust laws; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property. Bidder certifies that it is not presently indicted or otherwise criminally or civilly charged with the commission of any of the acts listed herein.

Bidder certifies that, within the past five years, it has not had a contract with a governmental entity terminated due to the bidder's failure to perform, default, or any other action or inaction by the bidder.

4. CERTIFICATION OF INDEPENDENT PRICE DETERMINATION

By submitting a bid, the bidder 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 bidder or competitor for the purpose of restricting competition.

5. The Bidder and/or authorized representative of the Bidder further certifies that he/she has thoroughly read and understands the Invitation for Bids and Attachments thereto.
6. The Bidder and/or authorized representative of the Bidder further certifies that the company meets all requirements and acknowledges all certifications contained in the Invitation for Bids and attachments thereto.
7. The Bidder and/or authorized representative of the Bidder further certifies the company agrees to all provisions of the Invitation for Bids and Attachments thereto.
8. The Bidder and/or authorized representative of the Bidder further certifies that the company will provide the services required at the prices quoted above.
9. The Bidder and/or authorized representative of the Bidder further certifies that its workers are licensed, certified and possess the requisite credentials to provide the services detailed in this IFB.

Name: JASON McNEEL

Title: CEO

Signature: Jason McNeel

Date: 8/6/25

Modifications or additions to any portion of this document may be cause for rejection of the bid.

Attachment E: Required Clauses for Service Contracts Resulting from This IFB

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. **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.
3. **AVAILABILITY OF FUNDS:** It is expressly understood and agreed that the obligation of MDOC 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, MDOC shall have the right upon 10 business days written notice to Contractor, to terminate this agreement without damage, penalty, cost or expense to the MDOC of any kind whatsoever. The effective date of termination shall be as specified in the notice of termination.
4. **COMPLIANCE WITH EQUAL OPPORTUNITY IN EMPLOYMENT POLICY:** Contractor understands that the MDOC 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.
5. **CONTRACTOR’S REPRESENTATION REGARDING CONTINGENT FEES:** By executing the contract the contractor represents that it has not retained any person or agency on a percentage, commission, or other contingent arrangement to secure this contract. If the contractor cannot make such a representation, a full and complete explanation shall be submitted in writing prior to contract execution.
6. **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.
7. **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 provide for payment of undisputed amounts by the Agency within 45 calendar days of receipt of invoice. Mississippi Code Annotated § 31-7-301, *et seq.*

8. **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. Contractor agrees to provide a copy of each verification upon request of the MDOC subject to approval by any agencies of the United States 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 Service 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.

9. **INSURANCE:** Contractor requirement of the procurement should be the same in the contract as set in the IFB (RFx: 3160007435). The MDOC cannot waive or lower any of the insurance requirements. Contractor represents that it will, at its own expense, obtain and maintain insurance which shall include at a minimum, the following types and coverage:
- a. **Comprehensive General Liability** coverage for professional law enforcement liability, contractual liability, death, bodily injury, personal injury including false arrest, detention, malicious prosecution, libel, slander, defamation of character, violations of the right of privacy, negligent acts, errors and omissions attributable to the Contractor in an amount not less than one million five hundred thousand (\$1,500,000.00) per occurrence. This comprehensive general liability coverage may be provided by a combination of two or more policies.
 - b. **Automobile Liability** – a combined single limit for bodily injury and property damage of not less than one million five hundred thousand dollars (\$1,500,000.00) each occurrence with respect to Contractor vehicles (whether owned, hired, non-owned), assigned to or utilized in the performance of this contract.
 - c. **Automobile Property Damage Insurance** coverage in an amount not less than one million (\$1,000,000.00) for all property damage by automobile.
 - d. **Professional Liability** – coverage in an amount not less than one million five hundred thousand (\$1,500,000.00) each claim. Policy must contain professional errors and omissions for prisoner transportation.
 - e. **Workers' Compensation Insurance** to cover obligations imposed by Federal and State Statutes having jurisdiction of its employees engaged in the performance of the services, and Employers' Liability insurance with a minimum limit of one hundred thousand dollars (\$100,000.00). Evidence of self-insured status shall also suffice for this section.

All general liability and professional liability will provide coverage to the MDOC as an additional insured. The MDOC reserves the right to request from carriers, certificates of insurance regarding the required coverage. Insurance carriers shall be licensed or hold a Certificate of Authority from the Mississippi Department of Insurance.

- 10. NO LIMITATION OF LIABILITY:** Nothing in this agreement shall be interpreted as excluding or limiting any liability of the Contractor for harm arising out of the Contractor's or its subcontractors' performance under this agreement.
- 11. PAYMODE:** Payments by MDOC 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 MDOC 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.
- 12. PROCUREMENT REGULATIONS:** This contract 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). Any bidder 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.
- 13. PROPERTY RIGHTS:** Property rights do not inure to Contractor until such time as services have been provided under a legally executed contract. Contractor has no legitimate claim of entitlement to the provision of work hereunder and acknowledges that the MDOC may terminate this contract at any time for its own convenience.
- 14. REPRESENTATION REGARDING GRATUITIES:** Contractor represents that it has not, is not, and will not offer, give, or agree to give any employee or former employee of MDOC 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. Contractor further represents that no employee or former employee of MDOC 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 contractor. Contractor further represents 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.
- 15. REQUIRED PUBLIC RECORDS AND TRANSPARENCY:** Upon execution of a contract, the provisions of the contract which contain 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 and shall be available for at the Agency for examination, inspection, or reproduction by the public. The contractor acknowledges and agrees that the

MDOC 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.*

- 16. STOP WORK ORDER:** The MDOC 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 MDOC. 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 MDOC. Upon expiration of the stop work order, Contractor shall resume providing the services which were subject to the stop work order, unless the MDOC has terminated that part of the agreement or terminated the agreement in its entirety. The MDOC is not liable for payment for services which were not rendered due to the stop work order.
- 17. TERMINATION: *Termination for Convenience.*** The MDOC may, when the interests of the Agency so require, terminate this contract in whole or in part, for the convenience of the Agency. The MDOC 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 are necessary to do so.

Termination for Default. If the MDOC 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 MDOC may terminate the contract for default and the Contractor will be liable for the additional cost to the MDOC 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.

Attachment F: References

Bidder must submit at least. References will be contacted in order listed until two (2) references have been interviewed and Reference Score Sheets completed. Contractors are encouraged to submit additional references to ensure at least two references are available for interview with two (2) business days of bid opening to be considered acceptable. Contractors are encouraged to submit additional references by submitting additional copies of **Attachment F**.

REFERENCE 1

Name of Company: Haskell
Dates of Service: ongoing
Contact Person: Jeff Akers
Address: 111 Riverside Avenue,
City/State/Zip: Jacksonville, Florida 32202
Telephone Number: 904. 868. 5301
Cell Number: _____
E-mail: jeff. akers @ haskell. com
Alternative Contact Person (optional): _____
Telephone Number: _____
Cell Number: _____
E-mail: _____

REFERENCE 2

Name of Company: Gray Construction
Dates of Service: ongoing
Contact Person: Kevin Petrell
Address: 10 Quality Street
City/State/Zip: Lexington, KY 40507
Telephone Number: 859. 487. 6448

Cell Number: _____

E-mail: kpetrill@gray.com

Alternative Contact Person (optional): _____

Telephone Number: _____

Cell Number: _____

E-mail: _____

REFERENCE 3

Name of Company: University PD

Dates of Service: _____

Contact Person: Daniel SANFORD

Address: P.O. Box 1840, Kinard Hall Wing C

City/State/Zip: University, MS 38677

Telephone Number: 205-331-8773

Cell Number: _____

E-mail: drsanford59@gmail.com

Alternative Contact Person (optional): _____

Telephone Number: _____

Cell Number: _____

E-mail: _____

REFERENCE 4

Name of Company: BARNHART CRANE

Dates of Service: ongoing

Contact Person: MATTHEW Killebrew

Address: 2163 Airways Blvd.

City/State/Zip: Memphis, TN 38114

Telephone Number: 601-720-4407

Cell Number: _____

E-mail: _____

Alternative Contact Person (optional): _____

Telephone Number: _____

Cell Number: _____

E-mail: _____

REFERENCE 5

Name of Company: _____

Dates of Service: _____

Contact Person: _____

Address: _____

City/State/Zip: _____

Telephone Number: _____

Cell Number: _____

E-mail: _____

Alternative Contact Person (optional): _____

Telephone Number: _____

Cell Number: _____

E-mail: _____

AMENDMENT #1
Questions & Answers for RFx3160007435
Interstate & Intrastate Prisoner Transport Services
Issue Date: July 25, 2025

All Prospective Bidders:

The Mississippi Department of Corrections is issuing an amendment to RFx 3160007435, Invitation for Bids for Interstate and Intrastate Prisoner Transport Services, dated June 24, 2025. Amendment 1 provides responses to questions received during the question period of this solicitation.

Note: Pursuant to Section 1.7, page of this amendment contains a required signature line that acknowledges the amendment and must be submitted with Bidder's response packet.

Questions Received	Answers
The governing bodies for prisoner transportation and extradition companies are the US Department of Transportation (USDOT), Federal Motor Carrier Safety Administration (FMCSA), and the US Department of Justice (USDOJ)? Will the State of Mississippi DOC acknowledge the guidelines and laws set forth by these departments?	Yes, pursuant to Section 2.7.5, "Contractor must comply with all pertinent provisions of the USDOT, Federal Motor Carrier Safety Administration (FMSCA) 49 C.F.R., Parts 385, 390-396, U.S. Department of Justice regulations 28 C.F.R., Part 97 created pursuant to passage of the "Interstate Transportation of Dangerous Criminals Act of 2000", known as "Jeanna's Act", and all other pertinent federal regulations."
Will the State of Mississippi DOC require that vendors meet all requirements for limits on continuous travel hours and miles as governed by the FMCSA (Section 395.5 (a)? If so, will vendors be required to submit drivers logs to verify that they conform to those requirements?	MDOC requires that all vendors comply with all pertinent provisions of the FMSCA (Section 2.7.5). Bidders may not have to submit logs for review; however, contractors must be able to provide unimpeded, prompt access to any of the Contractor's books, documents, papers, and/or records which are relevant to this agreement, pursuant to Attachment H, Item #26).
Will the State of Mississippi DOC require vendors to have a Satisfactory Audit Rating from the FMCSA, which measures the vendor's compliance with the Federal Motor Carrier Safety Regulations?	Yes, Section 2.7.5 states, "The Contractor shall have and maintain a satisfactory "Carrier Safety Rating" from the FMCSA prior to the commencement of the resulting contract."
Proof of Authority to Operate is provided by a transport company being issued Motor Carrier Number (MC #) by the FMCSA. This allows transport vendors to cross state lines with inmates in their custody. Will the State of Mississippi DOC acknowledge and require an active Motor Carrier Number?	Yes, Section 3.1.14 states, "Bidder must submit assurances and/or certifications to support that it operates under the <i>Motor Carrier Act</i> and has a valid DOT and MC number to operate as a "Passenger Carrier for Hire" for interstate and intrastate operations." Additionally, Section 2.7.6 states that

	<p>“Vehicles operating under this solicitation must be designed to carry more than eight people including the driver, and must have a USDOT and Motor Carrier (MC) number and as a minimum requirement to be deemed responsible (Section 4.2.4).</p>
<p>If a vendor states they transport 8 passengers or less in a vehicle that was designed to carry more passengers, will the State of Mississippi DOC uphold the FMCSA Regulation 383.5 which states, “designed to carry” vehicles refer to the number of designated seats as originally designed? Meaning if a vendor states they only carry 8 passengers on a vehicle, but that vehicle was originally designed to carry 9-15 passengers, will the State of Mississippi DOC follow federal guidelines and require that vendor to have a Motor Carrier number?</p>	<p>Yes. Section 2.7.6 states that “vehicles operating under this solicitation must be designed to carry more than eight people including the driver, and must have a USDOT and Motor Carrier (MC) number”.</p>
<p>Will the State of Mississippi DOC check the VIN numbers of vendors vehicles to confirm their vehicles are compliant with FMCSA Regulation 383?</p>	<p>MDOC will utilize the FMCSA website to verify the validity of submitted information (Section 3.1.8).</p>
<p>Have you used a private transport company in the past? If so, who were they and what did they charge for ground transport (Male, Adult Cost/Mile)</p>	<p>Yes. A copy of this contract and previous contract which includes rates can be found at https://www.transparency.ms.gov/.</p>
<p>Approximately, how many extraditions did MDOC execute last year, and can you give me the top 5 states where the majority of your prisoners get extradited from?</p>	<p>MDOC executed approximately 85 extraditions in the past year. The top 5 states where the majority of extraditions occurred are:</p> <ol style="list-style-type: none"> 1. Florida 2. Wisconsin 3. Colorado 4. Minnesota 5. Arizona <p>MDOC cannot guarantee a minimum number or trips or miles in this solicitation.</p>
<p>How large is the budget for this RFP?</p>	<p>We will evaluate the proposals and select the best bidder based upon the requirements set forth in this solicitation.</p>

Interstate and Intrastate Prisoner Transport Services

Amendment #1 – Questions and Responses

Issue Date: July 25, 2025

Signature and Submission of Amendment #1 are required with your IFB.

Receipt for Amendment #1: _____

Signature

Printed Name

Date

Company Name

Title

MDOC Interstate & Intrastate Prisoner Transport Services Proposal

RFx #3160007435

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SECTION 1: EXECUTIVE SUMMARY

Site Secure Group LLC (hereinafter “Site Secure”) is proud to submit this comprehensive proposal in response to RFX #3160007435, issued by the Mississippi Department of Corrections (MDOC), for the provision of statewide Interstate and Intrastate Prisoner Transport Services. We bring a seasoned leadership team and trained personnel that collectively position us to meet — and exceed — the operational expectations of MDOC across the state and beyond.

Our approach is driven by a commitment to safety, compliance, and responsiveness. We operate a 24/7 dispatch and communication center, ensuring constant situational awareness, real-time route tracking, and immediate response to changing conditions or emergencies. Our transport officers are fully certified under 28 CFR Part 97 (Jeanna’s Act) and complete robust training programs that include:

- CPR and First Aid
- HIPAA and inmate privacy protocols
- Use of force and de-escalation tactics
- Emergency vehicle procedures
- Medical and high-risk inmate handling

All transports are governed by our Emergency Management Plan, which outlines detailed protocols for mechanical failure, escape attempts, medical crises, natural disasters, and other operational disruptions.

From a fiscal and logistical standpoint, Site Secure has designed a competitive, scalable pricing structure that balances cost-effectiveness with service integrity. We offer per-mile rates that reflect our understanding of statewide transport demands while avoiding unnecessary overhead.

Site Secure is a Mississippi-based company, registered with the Secretary of State, and fully insured to perform all services outlined in this solicitation. Our leadership team brings combined experience in prisoner transport, private security, and logistics.

We believe this contract is more than a logistics agreement — it is a public safety partnership. Site Secure is committed to providing secure, humane, and professional prisoner transport services that reflect the values and operational excellence of the Mississippi Department of Corrections.

Company Name: Site Secure Group LLC

Intitals Jm

RFX Number: 3160007435

SECTION 2: COMPANY OVERVIEW & QUALIFICATIONS

Site Secure Group LLC is a Mississippi-based public safety and secure logistics firm focused on corporate site security and contract-based transportation, operating under our parent company that is a full service manufacturing and logistics firm.

Corporate Structure & Registration:

- Legal Entity: Site Secure Group LLC
- Mississippi SOS Registration: Verified and Active
- CEO: Jason McNeel
- Contact: jmcneel@sitesecuregroup.com

Experience & Capacity:

- Prior staff performance managing regional and interstate transports for law enforcement clients
- Capable of supporting all transport types
- Network of certified transport officers and armed escorts available statewide
- FMCSA Safety Rating and active DOT 668243/MC-1407865

Certifications & Compliance:

- 100% officer certification under Jeanna's Act (28 CFR Part 97)
- CPR, First Aid, HIPAA, and de-escalation certifications on file
- Emergency response protocols documented and drilled
- Fleet outfitted with GPS, real-time dispatch connectivity, and dash-mounted monitoring

Operational Infrastructure:

- 24/7 Dispatch & Monitoring Command Center
- Emergency Management Plan in place and included
- All transports logged, tracked, and auditable

This combination of professional oversight, trained personnel, and modern infrastructure makes Site Secure a reliable and scalable partner for MDOC's prisoner transport needs.

Company Name: Site Secure Group LLC

Intitals JM

RFx Number: 3160007435

SECTION 3: TECHNICAL PROPOSAL

Company Name: Site Secure Group LLC

RFx Number: 3160007435

EMERGENCY MANAGEMENT PLAN

Site Secure Group LLC maintains a comprehensive Emergency Management Plan (EMP) to ensure rapid, compliant, and secure responses to unexpected events during prisoner transport. This plan outlines procedures for handling breakdowns, escapes, medical incidents, natural disasters, and security threats. All transport personnel are trained and drilled on these protocols regularly.

1. Mechanical Failure Response

- All vehicles undergo pre- and post-trip inspections.
- In the event of a mechanical breakdown:
 - The transport team notifies central dispatch immediately.
 - Local law enforcement is contacted for temporary security if needed.
 - A backup vehicle is deployed and expected to arrive within 3 hours.
 - Inmates remain secured and monitored in the vehicle until relief arrives.
 - A written report is submitted to MDOC within 4 hours.

2. Medical Emergency Protocol

- All officers are CPR/First Aid certified.
- If a medical emergency occurs:
 - Officers assess the situation and initiate basic life-saving interventions.
 - Emergency services (911) are called if needed.
 - Transport continues to the nearest medical facility unless otherwise directed by MDOC.
 - HIPAA-compliant reporting is completed and forwarded to MDOC within 4 hours.

3. Escape Attempt or Security Threat

- Immediate verbal notification is made to MDOC and local law enforcement.
- The area is secured to prevent escape or harm.

Company Name: Site Secure Group LLC

Intitals 

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- Officers are trained in de-escalation and appropriate use-of-force procedures per 28 CFR Part 97.
- A full incident report is submitted within 4 hours and a written follow-up within 24 hours.
- All escape attempts are reviewed by internal compliance staff and corrective measures are implemented immediately.

4. Natural Disasters & Severe Weather

- Weather is monitored before all trips via dispatch.
- If severe weather is anticipated, trips may be delayed or rerouted.
- In the event of dangerous conditions en route:
 - Officers locate a secure facility (e.g., local jail or state trooper station) to hold inmates temporarily.
 - Dispatch notifies MDOC immediately and coordinates updates.
 - Safety of the inmate(s) and transport team is the top priority.

5. National or Public Health Emergencies (e.g., COVID-19)

- Site Secure follows all CDC and MDOC guidelines for sanitation, distancing, and PPE.
- Inmates are screened prior to boarding when required.
- Vehicles are sanitized after each transport using disinfectant protocols.
- Quarantine or isolation protocols are in place for symptomatic individuals.

6. Emergency Communications

- 24/7 dispatch center maintains radio and cellular contact with all teams.
- All incidents are logged digitally in real time and made available to MDOC upon request.

Training and Drill Logs: Available upon request

Revision History: Updated quarterly by Compliance Officer

OPERATIONAL PROCEDURES

Site Secure uses a standardized set of operational protocols for every transport. These procedures include:

- Chain-of-custody verification at pickup and drop-off
- Pre-transport inspection and vehicle readiness checklist

Company Name: Site Secure Group LLC

Intitals 

RFx Number: 3160007435

- Documentation of inmate condition and restraints
- Real-time route logging and compliance with MDOC scheduling
- Secure, humane, and confidential handling of inmates during transport

DISPATCH, COMMUNICATION, AND VEHICLE TRACKING

Our 24/7 dispatch center manages all logistical coordination and maintains active tracking of every vehicle in our fleet. Protocols include:

- GPS tracking with real-time location data stored and available to MDOC
- Redundant communication: dispatch radio, mobile, and satellite backup
- Automated alerts for delays, route deviations, or emergencies
- Full integration with officer check-in schedules and route plans

TRAINING PROTOCOLS AND COMPLIANCE

Site Secure officers are trained in accordance with all state and federal regulations:

- Initial training covers Jeanna's Act (28 CFR Part 97), CPR, First Aid, HIPAA, Use-of-Force, and emergency protocols.
- Officers receive annual re-certifications in all core disciplines.
- Additional quarterly refreshers are issued on new policy updates.
- A training log is maintained for every officer and reviewed by MDOC upon request.

USE-OF-FORCE, HIPAA, AND MEDICAL PROTOCOLS

All related policies and protocols are documented and included in Appendix E:

- Use-of-force policy outlining restraint escalation and de-escalation
- HIPAA-compliant handling of inmate health data and privacy
- Medical emergency procedures including care escalation, documentation, and MDOC notification

SECTION 4: PRICING PROPOSAL

Site Secure Group LLC has developed a transparent, scalable pricing model designed to meet MDOC's cost-efficiency goals while ensuring compliance, officer quality, and operational readiness. Our rates are calculated per-mile and do not include hidden fees or return-trip charges for MDOC-only transports.

We are bidding on:

- ☒ Interstate Prisoner Transport Services
- ☒ Intrastate Prisoner Transport Services

Proposed Pricing Structure

A. Intrastate Transportation

Service Type	Rate Per Mile	Notes
Standard One-Way Transport	\$3.15	No additional charge for empty return mileage
Special needs	\$4.00	Includes medical
Multi-Inmate Transport (3+ inmates)	\$3.30	Rate applies per mile for grouped transfers

Company Name: Site Secure Group LLC

Intitals JS

RFx Number: 3160007435

B. Interstate Transportation (Out-of-State Transfers)

Service Type	Rate Per Mile	Notes
Standard One-Way Transport	\$3.15	Per mile, includes driver lodging if overnight
Special needs	\$4.00	Includes medical
Officer Overnight Lodging	At cost	Billed with itemized receipts

C. Assumptions

- All per-mile rates are calculated using the most direct route as documented by GPS.
- Rates include fuel, insurance, vehicle maintenance, and officer pay.
- Holiday, weekend, and after-hours transports are billed at the same rate.

A detailed invoice will accompany each transport request. Site Secure is committed to providing clear, timely, and accountable billing in alignment with MDOC's expectations and budgetary needs.

Company Name: Site Secure Group LLC

Intitals Jm

RFx Number: 3160007435

SECTION 5:**VEHICLE SUMMARY****Company Name:** Site Secure Group LLC**RFx Number:** 3160007435

Site Secure Group LLC maintains a modern, secure, and well-maintained van, fully compliant with MDOC requirements and 28 CFR Part 97 (Jeanna's Act). Any vehicle we utilize is equipped with safety, restraint, and monitoring features to ensure secure and humane prisoner movement. VINs for any and all transport vehicles will be made available upon request and conform with FMCSA Regulation 383 requirements for passenger transport.

Fleet Overview

Vehicle Type	Make/Model	Year	Capacity	Features
VAN	FORD TRANSIT	2024	8	All necessary features for inmate transport

Company Name: Site Secure Group LLCInitials JS**RFx Number:** 3160007435

Vehicle Compliance & Safety Features

- Full DOT compliance and state registration
- Interior & exterior video surveillance
- GPS tracking and real-time dispatch integration
- Hard partitions between inmates and officers
- Dual climate control for humane conditions
- Fire extinguishers and first aid kits onboard
- Leg shackles, waist chains, and wrist restraints available and secured prior to departure

Maintenance & Inspection

- Daily vehicle inspections using pre-trip and post-trip checklists
- Routine preventive maintenance performed every 5,000 miles
- Annual state safety inspections logged and documented
- All transport logs include vehicle ID, operator, and condition at time of transport

Fleet Photos and Registration Documents: See Appendix A

Company Name: Site Secure Group LLC

Intitals JM

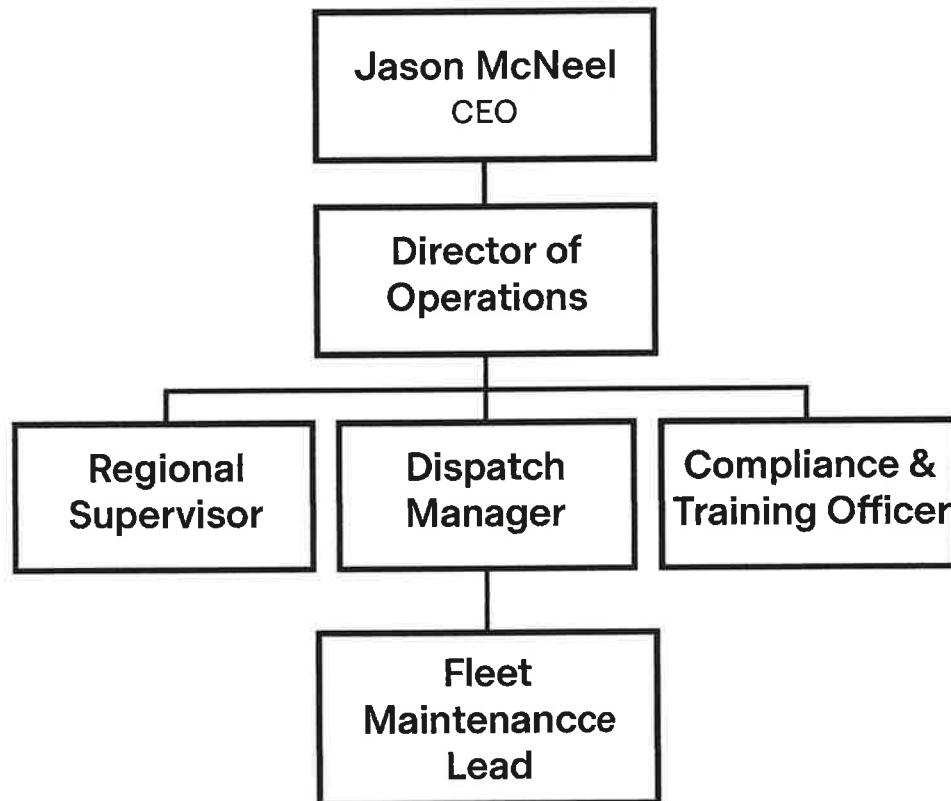
RFx Number: 3160007435

SECTION 6: ORGANIZATIONAL CHART AND STAFF BIOS

Company Name: Site Secure Group LLC

RFx Number: 3160007435

Below is the operational structure for Site Secure Group LLC's prisoner transport division, designed for efficiency, compliance, and 24/7 readiness.



None

Company Name: Site Secure Group LLC

Intitals Jm

RFx Number: 3160007435

SECTION 7: APPENDICES**Company Name:** Site Secure Group LLC**RFx Number:** 3160007435**Appendix A** – Vehicle Photos**Appendix B** – E-Verify Certificate**Appendix C** – W-9 Form**Appendix D** – Officer Training Certs**Appendix E** – Use-of-Force, Restraint, Incident Policy Summaries**Company Name:** Site Secure Group LLC**RFx Number:** 3160007435Intitals Jm

Appendix A – Vehicle Photos**Company Name:** Site Secure Group LLC**RFx Number:** 3160007435

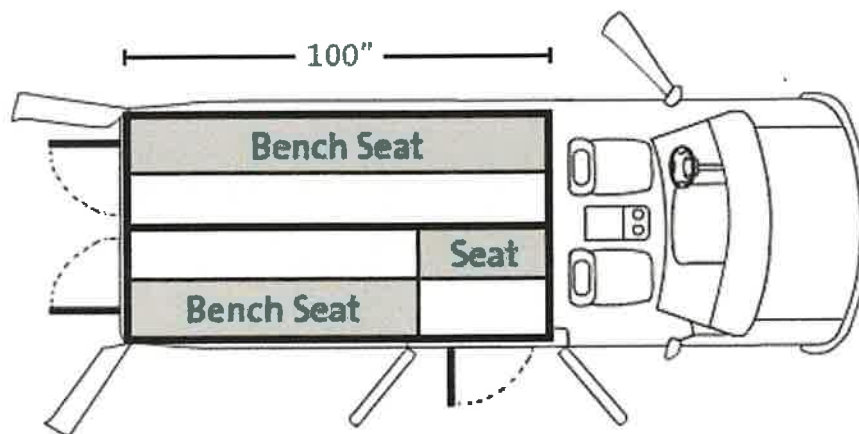
Pictures Attached.

Note: Representative image of make/model/year. Actual fleet photos to be provided prior to contract execution.

Company Name: Site Secure Group LLC

Intitals_____

RFx Number: 3160007435













Appendix B – E-Verify Certificate

Company Name: Site Secure Group LLC

RFx Number: 3160007435

ATTACHED

Company Name: Site Secure Group LLC

RFx Number: 3160007435

Intitals Jm



My Company Account

My Company Profile

Company Information

Company Name Site Secure Group, LLC	Doing Business As (DBA) Name ---
Company ID 2765364	Enrollment Date Aug 05, 2025
Employer Identification Number (EIN) 331719400	Unique Entity Identifier (UEI) ---
DUNS Number ---	Total Number of Employees 1 to 4
NAICS Code 561	Sector Administrative and Support and Waste Management and Remediation Services
Subsector Administrative and Support Services	

Edit Company Information

Employer Category

Employer Category

None of these categories apply

[Edit Employer Category](#)

Company Addresses

Physical Address

401 Dobson Ave
Canton, MS 39046

Mailing Address

304A Yazoo Street
Lexington, MS 39095

[Edit Company Addresses](#)

Hiring Sites

Number of Sites

1

[Edit Hiring Sites](#)

Company Access

My Company is configured to:

Verify Its Own Employees

My Company has enabled:

E-Verify+

E-Verify+ enabled by:

Steven C. Thomas (Aug 05, 2025)

Memorandum of Understanding

[View Current MOU](#)

Terms of Service

[View E-Verify+ Terms of Service](#)

Appendix C – W-9 Form

Company Name: Site Secure Group LLC

RFx Number: 3160007435

ATTACHED

Company Name: Site Secure Group LLC

RFx Number: 3160007435

Intitals Jm

**Request for Taxpayer
Identification Number and Certification**

Go to www.irs.gov/FormW9 for instructions and the latest information.

Give form to the
requester. Do not
send to the IRS.

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type. See Specific Instructions on page 3.	1 Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.) Site Secure Group, LLC	
	2 Business name/disregarded entity name, if different from above.	
	3a Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only one of the following seven boxes. <input type="checkbox"/> Individual/sole proprietor <input type="checkbox"/> C corporation <input type="checkbox"/> S corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input checked="" type="checkbox"/> LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) S Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner. <input type="checkbox"/> Other (see instructions)	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any) _____ (Applies to accounts maintained outside the United States.)
	3b If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions <input type="checkbox"/>	
	5 Address (number, street, and apt. or suite no.). See instructions. 304A Yazoo Street	Requester's name and address (optional)
6 City, state, and ZIP code Lexington, MS 39095		
7 List account number(s) here (optional)		

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

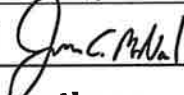
Social security number								
			-					
or								
Employer identification number								
3	3	-	1	7	1	9	4	0

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person 
------------------	-----------------------------------------------------------------------------------------------------------------

Date 10/30/2024

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they

Appendix D – Officer Training Certifications**Company Name:** Site Secure Group LLC**RFx Number:** 3160007435

All Site Secure transport officers meet or exceed the training and compliance requirements outlined by MDOC and federal regulations, including 28 CFR Part 97 (Jeanna's Act). Officer readiness is central to our operations, and we maintain strict standards in hiring, onboarding, and continual education.

Core Certifications Required of All Transport Officers

- Jeanna's Act Compliance (28 CFR Part 97)
- CPR and First Aid Certification (Red Cross or equivalent)
- Use of Force / De-escalation Techniques
- HIPAA & Inmate Privacy Handling
- Firearm Authorization (if armed transport is required)
- Prisoner Restraint Application (waist chains, cuffs, leg irons)
- Vehicle-Based Emergency Procedures
- Safe Transport of Medical or High-Risk Inmates

Company Name: Site Secure Group LLCIntitals Jm**RFx Number:** 3160007435

APPENDIX E - Use-of-Force, Restraint, Incident Policy, Ongoing training

Company Name: Site Secure Group LLC

RFx Number: 3160007435

Policy Summary – Use of Restraints

- All inmates are secured with handcuffs, waist chains, and leg irons prior to entering a vehicle.
- Restraints remain on until the receiving facility takes custody unless a medical issue prevents it.
- Officers are trained to identify and report restraint-related health concerns.

Policy Summary – Use of Force

- Use of force is permitted only when necessary to prevent escape, defend against imminent threat, or protect the inmate from self-harm.
- All force incidents are:
 - Reported verbally within 1 hour to MDOC.
 - Documented in writing within 4 hours with full incident detail.
 - Officers are trained in de-escalation and situational awareness to minimize risk.

Policy Summary – Incident Reporting

- Any unusual occurrence (mechanical failure, illness, refusal to comply, etc.) is treated as an incident.
- Immediate notification is made to MDOC.
- A written report includes:
 - Names of all involved parties
 - Location, time, and circumstances
 - Actions taken
 - Any use of force or medical intervention
- Incident logs are stored for audit and review.

Ongoing Officer Evaluation

- Field supervisors conduct quarterly ride-alongs and performance evaluations.
- Officers receive remedial training if deficiencies are noted.
- Annual certification reviews and renewals are tracked centrally.

Company Name: Site Secure Group LLC

Intitals Jm

RFx Number: 3160007435

Original

P.O. Box 146

Whites Creek, TN 37189

866-388-8488 ext. 114

Tanisha Cheek, Contact Person

Crystal T. Henry, Ph.D. Bid Coordinator:

Mississippi Department of Corrections

633 North State Street

Jackson, MS 39202

SEALED IFB

MISSISSIPPI DEPARTMENT OF CORRECTIONS

**Invitation for Bids (IFB) for Interstate and Intrastate
Prisoner Transport Services**

RFx #3160007435

Due: August 8th, 2025 @ 10:00 AM



**NATIONWIDE PROVIDER OF PRISONER TRANSPORTATION
AND EXTRADITION SERVICES**



MISSISSIPPI DEPARTMENT OF CORRECTIONS

**Invitation for Bids (IFB) for Interstate and Intrastate
Prisoner Transport Services
RFx #3160007435**

Due: August 8th, 2025, at 10:00AM

POC: Tanisha Cheek
Director of Sales & Contracts
615-352-9798 ext. 114
tcheek@prisonertransport.net

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Attached:	DOT-FMCSA OPERATING AUTHORITY
Attached:	DOT-FMCSA COMPANY 'SNAPSHOT'
Attached:	W-9
Attached:	E-Verify MOU
Attached:	IFB RESPONSE With Signed and Completed Documents
Attached:	TERMS and CONDITIONS



U.S. CORRECTIONS

Prisoner Transportation Services, Inc.
100% Employee-Owned Company

PO BOX 171078
Nashville, TN 37217
PH: 615.352.9798
FAX: 615.352.9737

info@prisonertransport.net

Division of Warrants and Extraditions

June 6, 2025

Re: Transmittal Letter

U.S. Corrections is part of the Nation's Largest Prisoner Transportation network and transports roughly 30,000 Offenders for over 1,200 federal, state, and local Government Agencies per year. We have thorough coverage Nationwide, and as a company with our corporate offices and business in Tennessee, we have the ability to perform all prisoner transportation and extradition services. We are confident that we are a great fit for the County's needs, and we will strive to demonstrate that confidence throughout this proposal.

Since our establishment in January of 2014, we have continued to exceed the expectations of our customers on all levels and have set the standard for the level of service in this industry. We recognize that you need a partner you can trust and a partner who understands the importance of secure and timely services, delivered at a fair price. We make every effort to meet these expectations, and we look forward to the opportunity of offering these services to the County.

Please contact me at 615-352-9798 ext. 114 with any questions regarding our proposal. Thank you again for your consideration.

Tanisha Cheek

Director of Sales & Contracts

U.S. Corrections, LLC

Phone: 615-352-9798 Ext:114

Fax: 615-352-9737



COMPANY OVERVIEW

U.S. Corrections, LLC, a Prisoner Transportation Services, Inc. owned company is part of the Nation's Largest Network of Prisoner Transportation providers. U.S. Corrections was founded in 2014 and was acquired by Prisoner Transportation Services in 2017 whom has been providing transport services since 2001. Authority to operate jointly was granted by the Federal Surface Transportation Board. U.S. Corrections currently contracts with hundreds of agencies throughout the United States and facilitates over 30,000 offender moves per year by both ground and air transport. U.S. Corrections owns multiple locations throughout the United States and is headquartered in Tennessee. In 2019, PTS become 100% employee owned. As a 100% Employee-owned company, we feel that our employees are motivated to provide these services with pride and passion. To put it plain, your business matters to us more.

U.S. Correction's goal is to provide safe, secure, and reliable prisoner transportation services. From the comprehensive training we provide our agents, to the attention we give to the maintenance of our vehicles, U.S. Corrections goes the extra mile to reach this goal. We continue to refine our operations, vehicle fleet, and training programs to ensure we remain not just the largest prisoner transportation company in the United States, but also the best in quality and reputation.



U.S. Corrections has thorough experience in transporting male and female inmates of all security levels, juveniles, and inmates with medical ailments. We handle all types of extraditions to include short notice, exact date/time pickups, court appearances, Form VI's, and Governor's Warrants. U.S. Corrections operates and is fully staffed 24/7/365.

Our leadership team has decades of combined experience performing private prisoner transport. We pride ourselves on the men and women we employ and the family-like atmosphere we have created with our clients, agents, dispatchers, and office associates. We know that, if given the opportunity, our staff will be trusted representatives of your agency, and we guarantee only employ the finest and most capable Corrections Professionals.

We are pleased to offer our professional services to assist you in providing cost-effective options to your agency. We provide our own team of experienced agents, equipment, and our own vehicle fleet to provide the best and most cost-efficient services available. The flexibility of U.S. Corrections and our ability to improvise, adapt, and with remarkable proficiency execute any agencies request is unseen in this industry. We take great pride in our abilities and the impeccable relationships we have built with all levels of law-enforcement organizations and correctional institutions thus far.

U.S. Corrections employs more than 100 personnel, including specially trained transport agents, logistics professionals, mechanics, training staff, and trip planners. Operating a fleet of over 40 specially modified and outfitted transport vehicles, U.S. Corrections uses a nationwide ground network to move prisoners from coast to coast.

Our transport vehicles are custom-built and are equipped with state-of-the-art prisoner compartments, prisoner restraints, and Agent Compartments. They are also outfitted with cameras, segregation compartments for 'Keep Separates,' and high flow/capacity Air Conditioning and Heating Units to ensure a proper interior climate.



U.S. Corrections understands the importance of preventing vehicle breakdowns, especially while transporting dangerous criminals. We employ full-time staff of Fleet Mechanics and Technicians to ensure that all our vehicles are maintained to the highest standards. Vehicles are kept on strict maintenance schedules which meet or exceed the factory recommended schedule. Transport vehicles are inspected regularly by our mechanics and technicians, and a vehicle is not allowed to depart until it is repaired.

U.S. Correction's agents are also trained to perform basic maintenance and repairs on the vehicles they are licensed to operate. Agents keep daily maintenance and inspection logs which are stored for the life of the vehicle.

U.S. Corrections operates nationwide under the authority of the U.S. Department of Transportation, Federal Motor Carrier Safety Administration (FMCSA) and abides by U.S. Department of Transportation regulations for Maximum Driving Time for Passenger Carrying Vehicles, Section 395.5. We also comply with all Federal regulations governed by the Interstate Transportation of Dangerous Criminals Act of 2000 (Jenna's Act), 18 U.S. Code Sec. 3182, and 18 U.S. Code Sec. 3194.

DOT #: 2515080

MC #: 872586

SCOPE OF SERVICES

Below is a basic overview of our current capabilities and the services we currently provide to hundreds of Private, Local, State, and Federal Correctional, Legal/Prosecuting, and Law Enforcement Agencies.

Interstate/Intrastate Inmate

Transportation/Extraditions: U.S. Corrections currently offers Inmate Transportation/Extraditions to all 50-States and all U.S. Territories by both ground and air.



Medical, Disabled, or Wheelchair-Bound Prisoner Transportation: (Interstate and Intrastate) U.S. Corrections currently offers Medical/Disabled Prisoner Transportation in all 50-States and all U.S. Territories. Upon request from the ordering agency, U.S. Correction's Agents are given thorough details of the inmate's condition and the special accommodations they must make to safely transport that individual(s). All U.S. Corrections Agents are trained in medical/disabled inmate transportation and are certified in first aid (Law Enforcement/Corrections Specific), CPR and AED usage. If the inmates medical condition exceeds the extent of our agents training, the requesting agency is notified, and proper joint arrangements are made with medical professionals and U.S.C. extradition agents.

*Note: U.S. Corrections will not transport offenders by ground with certain medical conditions. U.S. Corrections is a firm believer of the safe and humane transport of all offenders and stands firmly not to place already ill offenders in further risk. U.S. Corrections will however make appropriate arrangements, with the requesting agency, to arrange for other means of transport such as commercial air transit, or flexible ground transport. These medical conditions are, but shall not be limited to the following:

1. Communicable diseases such as:
 - a. HIV/Aids
 - b. Hepatitis
 - c. Tuberculosis
2. Insulin Dependent Diabetics
3. Seizure Disorders
4. Mental Disorders/Suicidal Prisoners
5. Heart Conditions
6. Recent Surgery
7. Missing Limbs (Non-Ambulatory such as crutches, cane or wheelchair bound)
8. Pregnant Females
9. Excessive Open Sores, Cuts or Other Wounds
10. Prisoners taking blood thinners
11. 65 years of age or older
12. Inmates weighing more than 280lbs may require an additional charge for transport.

PERSONNEL

Key Personnel:

U.S. Correction's Key Personnel are supported by over **100 experienced and dedicated team members** serving as transport agents, dispatchers, vehicle mechanics, and office personnel. Most of our staff and all our extradition agents have backgrounds in either law enforcement, corrections, military service, or security contracting operations bringing great value, professionalism, and a broad range of experience to our organization. Below is a brief background on our key personnel and members.

Joel Brasfield, President, General Counsel

- Former Attorney at Lewis, King, Krieg & Waldrop – Nashville, TN
- B.A. Emory and Henry College Emory, VA
- J.D. The University of Memphis – Cecil C. Humphreys School of Law
- 20+ Years' Experience in Risk Management and Corporate Governance

Ryan Whitten, Chief Operating Officers

- 2016-2019 President, Texas Prisoner Transportation Services
- 15+ Years' Experience in Private Prisoner Transportation

Dave Warden III, Director of Sales & Contracts

- 2014-2017 Director of Business Development, U.S. Corrections
- 8 Years, United States Marine Corps – Non-Commissioned Officer
- University of South Florida, Master's Degree – Economics
- Afghanistan Combat Wounded Veteran

Tanisha Cheek, Contracts & Accounts Manager

- Sales & Marketing Coordinator for TransCor America
- 30+ Years' Experience in the Private Prisoner Transportation Industry
- A.S. Degree in Marketing & Merchandising, Draghons Jr. College

Frank Caruso, Director of Operations

- 8 Years, United States Army – Non-Commissioned Officer
- Former Extradition Agent, PTS of America, LLC
- Iraq and Afghanistan Combat Veteran
- Belmont University, Bachelor's Degree- Business Administration

Lia Monette, Director of Logistics

- United States Logistics Coordinator
- 8 Years, United States Air Force
- 14+ Years' Experience in Private Prisoner Transportation

Frank Wilson, Director of Training and Compliance

- Retired Federal Bureau of Prisons supervisor/manager (28 years)
- Extensive training and experience with basic and high risk, high security prisoner supervision and transportation
- 20 years as a trainer for the BOP, and experience training state and county corrections/transport staff
- 5 years as Director of Training and Compliance for U.S. Corrections/PTS of America, LLC.

Administrative & Support Personnel:

U.S. Corrections acknowledges the importance of **constant and reliable communication** with our Clients and Agents throughout the United States. We have invested substantial resources into ensuring that our staff and Transport Agents have the best support we can possibly provide as they are the backbone of our Company.

U.S. Correction's Administrative and Support Personnel work tirelessly to ensure our clients have the best experience possible. We are available **24/7/365** via phone.



Transport Agents:

We realize that our Agents represent not only our company but your agency as well. The image our Agents portray in public, and elsewhere, displays a sense of confidence, and competence of their transportation duties. U.S.C. agents are held to strict grooming, hygiene, and uniform policies. Agent's Uniforms and Equipment are described in detail below.



- Black – Uniform shirts displaying “Extradition Officer”
- Green/Kakhi/Black – Tactical Trousers
- Black – Tactical Style Boots or Shoes
- Black – Web Style Belt with Keepers
- U.S. Corrections Department ID displaying the agents; picture (standard passport size), name, signature, badge number, rank, U.S.C. unit/division assignment, ID expiration date, and date of birth.
- Black –Holster (Level II Retention or higher) for the Florida Agents Side Arm.
- Additional gear U.S.C. Agents carry, if authorized:
 - Communication Device (mandatory)
 - Additional Pistol Magazines (mandatory) if handgun is authorized, FL Agents Required.
 - Chemical Agent with Case (if properly certified/licensed)
 - Taser with Holster (if properly certified/licensed)

Transport Agent Standards:

- USC prioritizes hiring Transportation Officers with prior service in one or more of the following:
 - U.S. Military
 - Local, State, or Federal Law Enforcement
 - Local, State, or Federal Corrections
 - Security Related Contracting Operations
- **FL Agents Are State Licensed Armed and All are Unarmed Security Officer Certified** (40 academic hours unarmed and armed training – normal standards)
- Valid State Driver's License (CDL if required by position).



Agent Drug Testing and Background Check:

- Must pass a **Level II background check** and never have been convicted of a felony or a violent crime, conforming to *Section 921 of Title 18, United States Code, for Eligibility for Employment*.
- Must be and remain drug free, conforming to *FMCSA requirements, Part 382*.

Agent Training Academy:

All U.S.C. Agents are required to attend a two week, 100-hour training course where they learn the skills required to transport dangerous offenders.

During this 100-hour course, agents are trained in all aspects of extradition operations. Several topics covered are source & limits of authority, U.S. Correction's policies and directives, use of force, sexual harassment, PREA, and DOT regulations.



Our agents also receive many hours of **practical application** and certification training on the following subjects: CPR & first aid, chemical agents, electronic control devices, firearms, defensive driving, prisoner searches, use of restraints, and tactical communication.

With the curriculum we have implemented it keeps us in compliance and far exceeds the basic training, by law, required by the *Interstate Transportation of Dangerous Criminals Act of 2000 – Jenna's Act*.

Academy Overview:

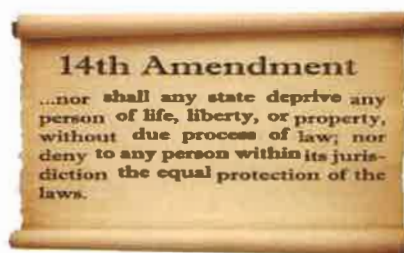
- **CPR, First Aid, & AED:** *American Red Cross* – BLS Course with emphasis on administering aid to a detained dangerous criminal in an unsafe/unsecure environment.
- **U.S.C. Force Continuum (Escalation of Force):** Instructors teach the U.S.C. Force Continuum, completing/filing reports when force is used, what is defined as excessive force, and prior events when force has been properly utilized.
- **OC Aerosol Projectors Certification:** OC Aerosol Projectors Course training and certifying the Transport Agents to carry and administer OC Spray. Course includes; exposure to OC, where OC fits into the '*U.S.C. Force Continuum*', decontamination procedures, and a practical application portion.



- **Firearms Safety:** *NRA* – Pistol Safety/Shooting Course. Course includes; 4-hours of firing range time, safe gun handling, marksmanship skills, shooting positions, proper firearm presentation from a holster, and weapon classifications.



- **Prisoner/Property Searches:** Students are shown proper search techniques for searching inmates and their property. Students are also instructed on U.S.C. company policies on searching female inmates, juveniles, and medically ill inmates.
- **Use of Restraints:** Instruction on the proper application and the proper use of restraints, such as hand cuffs, belly chains, leg shackles, and black box.
- **Vehicle Maintenance:** Students are taught proper vehicle maintenance, fluid checks/replacement, basic mechanical repairs, and how to properly complete U.S.C. vehicle maintenance and service logs.
- **Female, Medical, and Juvenile Transports (Keep Separates):** Attendee's learn U.S.C. policies on the transporting of female, juvenile, and physically/mentally ill inmates.
- **Inmate Rights:** Instructors cover inmate rights under Federal law, cruel and unusual punishment, The Equal Protection Clause (14th Amendment), and the custodial classifications of inmates.



- **Meals, Medications, Housing and Mid-Transport Facility Stops:** U.S.C. policies, along with *ACA Standards* are discussed in detail regarding how often inmates must be granted

restroom, meal, and general rest breaks. The process/protocols for these stops are covered, along with the processes of temporary facility holds.

- **Contraband & Weapons:** Students are given a thorough overview of edged weapons, weapons often found in prisons, and common contraband. Inmate property is also covered regarding what the inmate may or may not have in their personal property.
- **Air Extraditions:** Instructors cover how to safely transport inmates via commercial or private airliner. Also covered is airport contraband, airport security, appropriate inmate placement once onboard the aircraft, and professionalism while in public. TSA guidelines as well as FAA rules and regulations per *FARs, Part 108m Section 221- Carriage of prisoners under the control of armed law enforcement officers*.
- **Emergency Situations:** Industry common emergency situations are covered and the U.S.C. policies that coordinate to the most common emergencies are discussed. Several of the emergencies discussed are inmate escapes, vehicle accidents, security risks, injured agents, injured inmates, and vehicle breakdowns.
- **Prison Rape Elimination Act (PREA) & Jenna's Act:** Instruction on the laws and regulations pertaining to the interstate transportation of dangerous criminals and training on the prevention of rape, along with a detailed overview of PREA and Jenna's Act. **All Extradition Agents leave with a PREA certification.**
- **Sexual Harassment:** Students are instructed on company policies regarding sexual harassment appropriate/inappropriate behavior with both their coworkers and the inmates they will encounter.
- **Blood/Airborne Pathogens:** Students are given an *OSHA* approved training course on basic protective measures to avoid contamination and exposure to both blood and airborne pathogens.
- **Advanced Driver Training:** *Smith Systems Advanced Driver Training Course*, this portion of training covers safe vehicle operations, nighttime driving, foul weather driving, road signs, vehicle breakdown procedures, and defensive driving.
- **Communication:** Students learn proper communications for when they are transporting inmates to include U.S.C. dispatch center communication, facility/agency communication.
- **U.S.C. Policies & Procedures:** Internal U.S.C. operating procedures and policies are discussed in detail. Also covered are *OSHA* Standards, continued education, Agent rights and responsibilities, and Agent uniforms.



- **Practical Application (Hands on Training) – minimum 40 Hours:** Students practice the proper administering of restraints, operating a variety of vehicles, hand-to-hand combatants, firearms training, navigation/map reading, and other practical exercises.

PRISONER TRANSPORT FLEET



U.S.C. vehicles are equipped with first aid/trauma kits, an approved/current fire extinguisher, bodily fluids cleanup kit, female hygiene kit, basic hand tools, spare tire(s), and equipment for proper roadside safety in the event of a breakdown. U.S.C. vehicles are also equipped with restraints for all seats in the vehicle. The usage of such restraints is mandatory for all inmates and U.S.C. Extradition Agents while the vehicle is in motion.

Below is an overview of our current vehicle fleet:

Prisoner Transport Vans:

Our transport vans hold 12-prisoners along with two (2) U.S.C. Transport Agents.

All our transport vans are equipped with the following:

- **Federally mandated Electronic Logging Devices (ELD) to ensure DOT Compliance.**
- **GPS Tracking System and Safety Monitoring System.**
- **Camera Systems**
- Two-Way Communication Devices.
- Secured Driving Compartment for U.S.C. Agents
- Secured Compartment(s) for inmates, unable to be opened from the inside of the inmate compartment(s).
- Segregation Compartment for 'Keep Separates'
- **High-Flow/Capacity Air Conditioning and Heating Units** to ensure proper heating/cooling.



Current Vehicle Fleet:

This list below represents our current operational vehicle fleet.

<u>Year</u>	<u>Make</u>	<u>Model</u>	<u>Style</u>	<u>VIN</u>
2018	Dodge	ProMaster	Transport Van	3C6URVJG6JE144846
2018	Dodge	ProMaster	Transport Van	3C6URVJG7JE101388
2019	Dodge	ProMaster	Transport Van	3C6URVJG5KE505243
2019	Dodge	ProMaster	Transport Van	3C6URVJG2KE504194
2019	Dodge	ProMaster	Transport Van	3C6URVJG3KE505242
2019	Dodge	ProMaster	Transport Van	3C6URVJG8KE508685
2019	Dodge	ProMaster	Transport Van	3C6URVJG7KE505244
2019	Dodge	ProMaster	Transport Van	3C6URVJG6KE513643
2019	Dodge	ProMaster	Transport Van	3C6URVJG0KE543110
2019	Dodge	ProMaster	Transport Van	3C6URVJG2KE543111
2019	Dodge	ProMaster	Transport Van	3C6URVJG7KE513649

2019	Dodge	ProMaster	Transport Van	3C6URVJG1KE542886
2019	Dodge	ProMaster	Transport Van	3C6URVJG4KE549198
2019	Dodge	ProMaster	Transport Van	3C6URVJG0KE555693
2019	Dodge	ProMaster	Transport Van	3C6URVJG2KE555694
2019	Dodge	ProMaster	Transport Van	3C6URVJG4KE555695
2020	Dodge	ProMaster	Transport Van	3C6URVJG7LE101023
2025	Dodge	ProMaster	Transport Van	3C6MRVJG6SE530878
2025	Dodge	ProMaster	Transport Van	3C6MRVJG6SE530880

Fleet Maintenance:

We employ a fulltime staff of **Fleet Mechanics and Technicians** to ensure that all our vehicles are maintained to the highest standards. Vehicles are kept on strict maintenance schedule which far exceeds the factory schedule. Before and after every trip, transport vehicles are inspected thoroughly by our mechanics and technicians. If any discrepancies are found on a transport vehicle, that vehicle is not allowed to depart until it is repaired or serviced.



While outside of U.S. Corrections maintenance and storage facilities, agents are trained to perform basic maintenance and repairs on the vehicles they are licensed to operate. Agents keep daily maintenance and inspection logs which are stored for the life of the vehicle.

U.S.C. Agents follow policies and procedures specifically created to ensure that if a vehicle breakdown does occur, inmates are still transported as expediently and securely as possible to their intended locations.



EQUIPMENT

Restraints:

U.S. Corrections utilizes its own restraints while performing inmate transportation and/or other inmate security services. The restraints we choose to utilize are double-locking and fall within the *American Correctional Association Existing Standard: 4-ALDF-4D-21 (MANDATORY)*. U.S. Corrections also enforces strict policies and procedures on all our agents regarding the use of restraints. Unless there is a critical emergency, restraints are NEVER to be removed while inmates are in transit and outside of secured facilities.



Specifics:

- Chicago Handcuffs, 1000 Series
- Chicago Leg-Irons, 2000 Series
- Chicago Waist/Belly Chain, L700 Series
- Peerless Handcuffs, 700 Series
- Peerless Leg-Irons, 700 Series
- Peerless Waist/Belly Chain, PSC Series
- Smith & Wesson Handcuffs, 100 Series
- Cuff Lock, Handcuff Key Padlock

Lethal/Less-Lethal Weapons:

Sidearm: (Lethal) Authorized U.S. Corrections Agents are armed with semi-automatic firearms and are always authorized to carry less-lethal weapons. Our armed agents are respectfully, **state licensed and certified** in the weapon(s) they carry. Agent's firearms must be registered/internally documented, in compliance with U.S.C. standards, and be properly secured/holstered while on duty. Firearms must be of law enforcement standard, black in color, holstered in a Level II Retention or Level III Retention holster, and chambered in one of the following calibers: 9mm, .40, or .45. ***Only agents residing and working in Florida are authorized to carry a sidearm, as required by Florida Statute 493 and the Florida Department of Corrections. Agents working ground extradition outside of Florida are armed only with the 12-gauge shot gun as detailed below.***



Shot Guns: (Lethal/Less-Lethal) All U.S.C. transport vehicles are equipped with law enforcement standard, 12-gauge - pump action shotguns that are capable of firing both lethal and less-lethal (beanbag style) rounds. All U.S.C. Agents are certified and licensed to utilize these shotguns within U.S.C. policies and procedures. Shotgun models are either the Remington Model 870, or the Mossberg Model 500.

Less-Lethal: Less-Lethal weapons commonly carried by U.S.C. Agents include Approved electroshock devices (Tasers), OC Aerosols (Chemical Agents). No less-lethal weapon, chemical or otherwise, may be utilized while inside the transport vehicle.

Chemical Agents may be used in the following situations:

- Controlling disruptive offenders
- Protecting staff, other inmates, or bystanders from serious injury
- Preventing the taking of hostages
- Preventing escapes



- Preventing major destruction to U.S.C. transportation vehicles

POLICIES & PROCEDURES

Keep Separates: U.S. Corrections maintains strict policies and procedures for the classification and separation of certain inmates. While in the custody of U.S.C. Agents, female inmates and juveniles will never be transported or held in the same secured area as male inmates. Separate provisions are also followed for circumstances such as known gang affiliation, prior history of inmate-on-inmate violence, prior escape history, known to be unruly, etc.

Meals: Meals are provided by U.S.C. at no additional charge to the ordering agency and follow the *American Correctional Association Standard 4-4-4328*. Inmates, while in U.S.C. custody, are furnished with three (3) nutritionally sound meals per day, two (2) of which are guaranteed as 'hot' meals. Mealtimes typically correspond with normal facility mealtimes for breakfast, lunch, and dinner. U.S. Corrections makes best efforts to comply with offender's food allergies, if any, and will find compliant meals for them. Water is also provided with every meal and when possible, during transit.

Medications: Medications, to be provided from the pick-up facility, are authorized for transport by U.S.C. Agents. Inmate medication is kept separate from inmate property and is securely stored in a sealed lockbox, located in the agent's compartment, while in transit. All pharmaceuticals are stored per the directions on the pharmaceutical label. Pharmaceuticals requiring 'cold storage' are not able to be transported by U.S.C. Agents.

Inmate Property: U.S. Corrections will accept and transport most Inmate Property or will make proper arrangements at the facility of pick-up on behalf of the inmate and their possessions. All Inmate Property is thoroughly searched by U.S.C. Agents inside of the pick-up facility and is never made accessible to inmates while in transport. All inmate property is thoroughly inventoried at both pick-up and drop-off and is signed for by U.S.C. Agents, the inmate, and a facility staff member at both locations. U.S.C. Agents have the right to refuse to transport any Inmate Property that violates U.S.C. policies on inmate property or is of excessive size in relativity of the space available in the transport vehicle. Policies on Inmate Property will be made available upon agency request.

Housing/Mid-Trip Breaks: Temporary housing/holds are sometimes needed to safely complete an inmate's transport. These Temporary Holds allow the inmate to shower, hygiene, and properly rest. All holds are properly documented and available to the ordering agency, upon request. The facility conducting the hold will be advised of the inmate's escape potential, security threat - such as gang affiliations, and if the inmate is known to be disruptive or of a 'high-profile.' Prisoners in route are prohibited from using phones and/or 'outside' communication devices at any temporary holding/housing facility.

U.S. Corrections utilizes a network of strategic partnerships we have developed over the years with law enforcement agencies and correctional facilities. These partners, when they can, allow us to utilize their facilities for brief stops. By utilizing these secured facilities, U.S.C. Agents while transporting inmates only stop at secured facilities for any needed restroom breaks, meals, or needed stops. **The inmate compartments during transport are never opened, unguarded, or left unsecured at any time outside of secured facilities or without law enforcement and/or correctional support on scene.**

Medical Emergencies: If a medical emergency arises, U.S.C. Agents are trained to immediately contact their operations team and reroute their trip to the nearest medical facility or secured facility, depending on the severity, as possible. Local law enforcement is also immediately contacted and requested to assist U.S.C. Agents. The agency requesting the inmate transport will be notified immediately of the inmate's medical condition, location and transport status. U.S. Corrections will arrange for security coverage for the inmate (Medical Watch) while they receive treatment, if approved by the contracted agency and costs are properly negotiated/authorized. Once appropriate arrangements are made to ensure the inmate is guarded accordingly, the transport will continue as planned.

Reporting of Incidents: U.S. Corrections Operations support maintains constant contact with U.S.C. Agents throughout the United States and U.S. Territories. When incidents such as vehicle breakdowns, medical emergencies, inmate disturbances, or attempted escapes occur, U.S.C. Agents immediately relay the incident to their support staff and appropriate supervisor. If local authorities are needed, they are contacted immediately. After action reports are always completed and filed by the U.S.C. Agents involved and if the incident warrants an investigation, U.S.C. Internal Affairs officers will investigate, as needed.

Air Transports: U.S. Corrections utilizes commercial air travel on an 'as needed' basis or when it is requested by the ordering agency. While transporting inmates by commercial airliner, U.S. Corrections works closely with the Transportation Security Administration (TSA), Airport Security, Airport Police, and appropriate Air Carrier Staff. U.S. Corrections closely adheres to all Federal Aviation Administration (FAA) regulations for the transportation of prisoners, *FAR – Part 108, Section 221*. We also have thorough experience in providing mass inmate moves via private airliners.

Air Transports are billed on a case-by-case basis and must be preapproved by the ordering agency before executed. The costs associated with air transports shall include current commercial 'coach-class' one-way airfare for the offender(s) in transit and commercial 'coach-class' round trip airfare for U.S.C. agents (typically two). If additional U.S.C. Agents are required, the airfare will increase by the number of personnel required.

Confidentiality: Inmate confidentiality is taken very seriously by U.S. Corrections. All information obtained for the transport of an inmate is held securely and is only accessible to authorized U.S.C. employees who, in order to successfully complete the transport, must view that information. **At no time will inmate information be disclosed to unauthorized parties or outside sources.** It is U.S. Correction's policy to never reveal transport details to outside sources as the inappropriate distribution of such information could heighten escape attempts and increase the probability of harm to U.S.C. Agents and/or inmates in transit.

Inmate Identification: All inmates being transported by U.S. Corrections are partnered with a U.S.C. provided face sheet, which stays in the possession of U.S.C. Agents during all portions of the inmate's transport. U.S.C. Agents follow thorough procedures for identifying inmates prior to, after, and during transport. If a U.S.C. Agent fails to identify an inmate, prior to transport, the inmate will not be accepted into the custody of U.S. Corrections. Our agents utilize this information to confirm an inmate's identity and much of it is included on the inmate's face sheet.

OPERATIONS

Placing a Transport Request: U.S. Corrections prides ourselves on the simplicity of our online transport ordering system. We have successfully revolutionized the inmate transport industry with this system and have eliminated the need for orders to be submitted by facsimile, electronic mail, or by phone, although we do accept these orders 24/7/365, if preferred by the agencies we serve. By utilizing an online 'secured' ordering system, orders are ensured for accuracy and are processed quicker. Everyone from the requesting agency is assigned a unique username and password for a fully secured login.

U.S. Corrections can accept and process transport orders 24/7/365.

Online: www.prisonertransport.net

By Phone: 615-352-9798

Toll Free: 866-388-8488

By Fax: 615-352-9737

By Email: info@prisonertransport.net

The following is our process for an inmate transportation order placed by a client.

Agency Places the Transport Order:

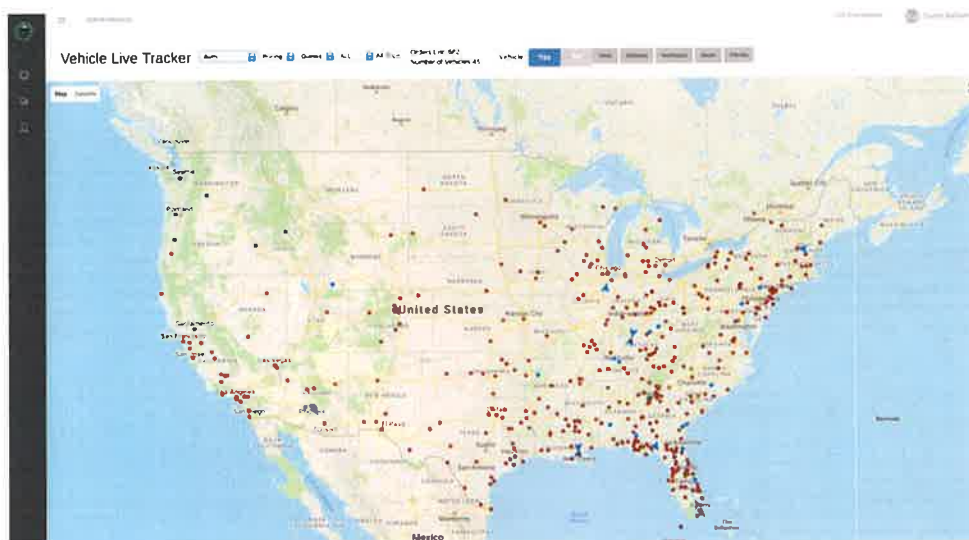
The authorized official from the agency requesting the inmate's transportation will submit a "New Transport Order" electronically through our **online system**. Here, they will fill out the inmate's information, charges, pick-up dates, deadlines, and other pertinent information. They will also have the opportunity to upload the required, or additional documents needed for seamless transport (Waiver of Extradition, Governor's Warrant, Medical Screening Forms, etc.)

U.S. Correction's Operations Center Confirms the Order and Schedules the Transports:

After the order is placed, U.S. Corrections Customer Service team receives an alert that there is now a transport needed. Once the details have been verified, the inmate is scheduled for pick-up based on pick-up dates/times, deadlines, releases, court dates, etc.

Agents Routed:

Our routers and trip planners will then assign the pick-up/drop-off to our nearest transport team or a team that is soon to be in that area given their existing route. The U.S. Corrections Agents assigned to the transport will receive everything needed for a seamless pick-up and drop-off; required documents, maps, restraints, etc. A U.S.C. Customer Service representative will update the online order and provide the requesting agency our planned pick-up date/time along with an estimated time as to when the inmate will reach their final drop-off point.



Pick-Up Destination:

U.S.C. Representative's will contact the holding location in advance prior to arrival. Upon arrival, they follow a strict protocol to take custody of the inmate. Our agents verify that they have all documents, medications, and permitted personal property for transport. U.S.C. Agents will do a proper search of the inmate and restrain them with leg shackles, a belly-chain, and handcuffs consistent with *ACA Standards*.

Drop-Off Location:

U.S.C. Representative's will contact the receiving location (most often the ordering Agency) in advance prior to arrival. When they arrive, they will provide all necessary documentation to transfer custody to the receiving facility/agency. They will also transfer to the receiving agency all inmate property and medications that were received during pickup.

Billing: All billing is handled by U.S.C. Office Administrators. All invoices, unless the Agency requests otherwise, are billed on a weekly basis and clearly display all pertinent billing and transport information.

AUTHORITY & COMPLIANCE

U.S. Corrections operates nationwide under the authority of the U.S. Department of Justice and the U.S. Department of Transportation, Federal Motor Carrier Safety Administration (FMCSA) and abides by U.S. Department of Transportation regulations for *Maximum Driving Time for Passenger Carrying Vehicles, Section 395.5* and all other applicable DOT regulations. U.S. Corrections also complies with all Federal regulations governed by the *Interstate Transportation of Dangerous Criminals Act of 2000 (Jenna's Act)*, and *18 U.S. Code, Chapter 209 [Extradition] Sec. 3182, 3193, & 3194*. While transporting inmates via commercial airliner U.S. Corrections closely adheres to all Federal Aviation Administration (FAA) regulations for the transportation of prisoners, *FAR – Part 108, Section 221*.

Industry Caution: Agencies looking to utilize a private prisoner transport company should use extreme caution and ensure that they are vetting transport companies appropriately. The private Prisoner Transport industry is filled with company's attempting to "fly under the radar" of the law, even when performing services for law enforcement agencies, such as yours. It is extremely difficult and costly to operate legally in, and to be within compliance of all State and Federal laws.



We have provided a brief outline of the Federal regulations below that represent the minimum standards a transport company must meet to operate legally. **Please consider these standards when evaluating the proposals for this bid to ensure that your Agency is contracting and utilizing a legally operating vendor.**

Mandatory Insurance Requirements:

The minimum Federal requirements for auto liability insurance are:

- \$1.5MM (15-passenger or less)
- \$5.0MM (15-passenger or more) Commercial (CDL drivers required)

The minimum coverage for a General Liability Policy for Prisoner Transportation:

- \$3.0MM (including Excess Umbrella Coverage)

The minimum coverage for a Workers Compensation Policy for Prisoner Transportation:

- \$1.0MM

The minimum coverage for Professional Liability Policy for Prisoner Transportation:

- \$1.0MM

Any company who is properly insured **should provide a Certificate of Insurance and letter from their insurance agent stating they are fully aware that the company is in the business of transporting prisoners** on their Auto Liability, General Liability, Workers Compensation, and Professional liability policies. If an insurance company is not aware that a company is in the business of transporting inmates they will not insure against litigation, accident, injury or death should something occur while transporting your inmates and the insured's policy will be cancelled immediately.

- **Electronic Logging Devices:** This federal law went into effect on December 18th, 2017, by the Department of Transportation and the FMCSA. Any motor carrier operating a commercial motor vehicle must install/utilize and require each of its drivers to use an Electronic Logging Device (ELD) to record the driver's duty status.

This system is used to measure the drivers' duty time to ensure the company is compliant with the laws governing the safety of interstate commerce and the safe transportation of their passengers.

- **FMCSA Operating Authority:** Commonly referred to as an MC#. Every prisoner transportation company must have FMCSA Operating Authority with a valid MC# per Federal Law.
- **USDOT#:** All prisoner transport companies that operate vehicles with a gross weight of over 10,001 pounds or vehicles designed to carry more than 8 passengers for compensation must be registered with the Federal Department of Transportation and have a valid DOT#.

- **DOT Safety Rating:** In addition to having operating authority granted by the DOT and the FMCSA, a company in the business of transporting inmates must abide by the following, per the DOT:
 - o All drivers must complete DOT physicals.
 - o Company must conduct a MVR check on all drivers
 - o Comply with driver duty hours (Electronic Logging Device Monitors this and ensures compliance)
 - o All interstate transport vehicles must have sleeper births installed.
 - o All vehicles must undergo a DOT inspection annually.
 - o Motor Vehicle Records must be kept on file.
 - o All motor vehicle crashes must be reported.
 - o Abide by all other regulations outlined and enforced by the DOT.

Because of the significant amount of information to track, the FMSCA has created a **Safety Rating System** that evaluates a company's compliance with their requirements and laws. The DOT must conduct a safety audit at the transport company's physical location to determine said compliance and then a rating is provided to the transport company.

The minimum standard for a Prisoner Transportation Company should be a SATISFACTORY RATING with the DOT.

Any company who has been in business for a minimum of 1.5 years should have their initial Safety Inspection completed by the DOT. Therefore, any Prisoner Transport Company should have a Safety Rating if they are operating legally after 2 years unless some extenuating circumstances are present.

Because of this, most agencies require **a minimum of 3 years in business** to bid on a contract or before they will consider using them as a service provider.

- **Cameras in Transport Vehicles:** While cameras in vehicles are not a Federal or State requirement, we believe it should be a standard for the Prisoner Transportation Industry to have **functional and working** cameras in all vehicles used to transport inmates. Although it was a costly undertaking we have outfitted all of our current vehicles with multiple cameras.



REFERENCES

Ohio Adult Parole Authority, DRC

POC: Deputy Chris Gerren

614-752-1146

chris.gerren@drc.ohio.gov



**Department of
Rehabilitation
& Correction**

**4545 Fisher Road
Columbus, OH 43228**

U.S. Corrections is under contract and is the sole prisoner transportation provider for the Ohio Adult Parole Authority, Department of Rehabilitation and Correction since 2012.

Louisiana Board of Pardons & Parole

POC: Amanda Monistere

225-342-3789

amanda.monistere@LA.GOV



**504 Mayflower Street, Bldg. 6, 3rd. Floor
Baton Rouge, LA 70802**

U.S. Corrections is under contract and is the sole interstate prisoner transportation provider for the Louisiana Board of Pardons & Parole since 2005. Any Out of State extradition that is over a 200-mile radius, we proudly bring back to the state of Louisiana.

State of Wisconsin

POC: Maggie Hutchens

608-240-5669

margaret.hutchens@wisconsin.gov



**Wisconsin Division of Community Corrections,
3099 East Washington Ave, Madison, WI 53707**

U.S. Corrections is under contract and has proudly performed extraditions and offender transports for the state of Wisconsin, who places over 1,200 out-of-state inmate moves per year, since 2014. Under this contract, U.S. Corrections is the sole prisoner transportation provider for the Wisconsin Department of Corrections, the Wisconsin Division of Community Corrections, the Wisconsin Division of Adult Services, and the Wisconsin Division of Juvenile Justice.

Georgia Department of Corrections



POC:

Jackie Riggins or Hyla Love

770-504-7327

jackie.riggins@gdc.ga.gov

hyla.love@gdc.ga.gov

P.O. Box 1529

Forsyth, GA 31029

U.S. Corrections is under contract and is the sole prisoner transportation provider for the Georgia Department of Corrections. GDOC utilizes U.S. Corrections to facilitate all their out-of-state inmate transports.

Harris County Sheriff's Office



POC: Sergeant Von Coleman

713-986-3371

Von.Coleman@Sheriff.hctx.net

Criminal Warrants Division, 810 San Jacinto

Houston, TX. 77002

U.S. Corrections is under contract and is the sole prisoner transportation provider for the Harris County Sheriff's Office Criminal Warrants Division since 2006. Harris County places over 1,400 out-of-state transport orders with our company annually.

**Attachment B: Bid Form for Interstate and Intrastate Prisoner Transport
IFB# 3160007435**

BID FORM

Company	Contact Person	Telephone Number
US Corrections, LLC	Tanisha Cheek	615.352.9798 ext. 114

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

1. All required equipment or material;
2. All required insurance, bond, or other surety;
3. All required overhead;
4. All required labor and supervision;
5. All required business and professional certifications, licenses, permits, or fees; and,
6. Any and all other costs.

Pricing Structure: Bidder agrees to furnish services specified in this Bid at the rate indicated below for the entire duration of any resulting Contract. Any cost or incidental expenses not shown on this document will be the responsibility of the vendor. All pricing must include and all charges as part of the rate per mile.

Service Type Available: ☐ **Interstate** ☐ **Intrastate** ☒ **Both**

CATEGORY OF SERVICE	COST
Price per mile for one-way ground mileage from Point of Pickup to Point of Drop Off – Male Offenders	\$ <u>1.70</u> per mile
Price per mile for one-way ground mileage from Point of Pickup to Point of Drop Off – Female Offenders	\$ <u>1.70</u> per mile
Price per mile for one-way ground mileage from Point of Pickup to Point of Drop Off for offenders requiring Special Needs or Medical Conditions as outlined in the agreement	4.75 within Ground Network \$ _____ per mile
	Outside of Ground Network, Defaults to Other Fees
Minimum Trip Fees per Transport	\$400.00 (Ground Only)
Discount for multiple prisoners (if more than one prisoner is picked-up/dropped off at same location or within close proximity of location)	25%
Penalty for Cancelled Trip (if cancelled by MDOC outside allowable period)	50%
Any other fees – list and provide rate per unit	Outside of Ground Network 1- Agent \$3,700.00 2- Agents \$4,800.00
Any other miscellaneous charges – list and provide rate per unit and not-to-exceed limits where applicable	Case By Case: AK, HI, US Virgin Island and US Territories.

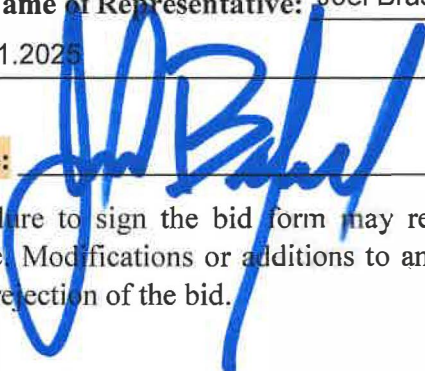
By signing below, the Company Representative certifies that he/she has authority to bind the company, and further acknowledges and certifies on behalf of the company:

1. That he/she has thoroughly read and understands the Invitation for Bids and Attachments thereto;
2. That the company meets all requirements and acknowledges all certifications contained in the Invitation for Bids and Attachments thereto;
3. That the company agrees to all provisions of the Invitation for Bids and Attachments thereto including, but not limited to, the Required and Optional Clauses to be included in any contract resulting from this IFB (**Attachments E and H**);
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 of pricing data submitted is accurate, complete, and current as of the submission date;
6. The Bidder represents that its workers are licensed, certified and possess the requisite credentials to perform the duties required to be performed under this Invitation for Bids.

Company Name: US Corrections, LLC

Printed Name of Representative: Joel Brasfield

Date: 8.01.2025

Signature: 

Note: Failure to sign the bid form may result in the bid being rejected as non-responsive. Modifications or additions to any portion of this bid document may be cause for rejection of the bid.

Attachment C: Bidders' Acknowledgment of Bid as Public Record

The redacted version of the bid – or if no redacted version is produced, the full bid document – will be released at the Agency's sole discretion, without notice to the bidder and will be produced as a public record exactly as submitted.

Bidders shall acknowledge receipt of any amendment to the IFB in writing. The acknowledgment shall be submitted by signing and returning the amendment with the bid package, identifying the amendment number and date in the space provided on the bid form, or by email or letter. Each bidder shall submit a written acknowledgment of every amendment to the MDOC on or before the submission deadline.

Choose One (1):

____ 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 has not made redactions 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 The Mississippi Department of Corrections 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 Mississippi Department of Corrections 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.

Company Name: US Corrections, LLC

Printed Name of Representative: Joel Brasfield

Date: 8.01.2025

Signature: 

Note: Failure to sign this acknowledgment may result in the bid being rejected as non-responsive. Modifications or additions to any portion of this acknowledgment may be cause for rejection of the bid.

Attachment D: Certifications and Assurances

As an authorized signatory for US Corrections, LLC,
I make the following certifications and assurances as a required element of the bid to which it is attached and 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):

1. 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, to the MDOC prior to contract execution.

2. REPRESENTATION REGARDING GRATUITIES

Offeror represents that it has not, is not, and will not offer, give, or agree to give any employee or former employee of MDOC 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 MDOC 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 represents 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.

3. EXCLUSION OR DEBARMENT

By submitting a bid in response to the IFB, the bidder certifies that it is not currently excluded or debarred from future contract awards by any political subdivision or agency of any state, federal, local, or county government. Bidder further certifies that it is not an agent of any such person or entity.

Bidder certifies that it has not, in the five-year period preceding its offer, been convicted of or had a civil judgment rendered against it for commission of a fraud or criminal offense in connection with obtaining, attempting to obtain, or performance of a public contract; violation of antitrust laws; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property. Bidder certifies that it is not presently indicted or otherwise criminally or civilly charged with the commission of any of the acts listed herein.

Bidder certifies that, within the past five years, it has not had a contract with a governmental entity terminated due to the bidder's failure to perform, default, or any other action or inaction by the bidder.

4. CERTIFICATION OF INDEPENDENT PRICE DETERMINATION

By submitting a bid, the bidder 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 bidder or competitor for the purpose of restricting competition.

5. The Bidder and/or authorized representative of the Bidder further certifies that he/she has thoroughly read and understands the Invitation for Bids and Attachments thereto.
6. The Bidder and/or authorized representative of the Bidder further certifies that the company meets all requirements and acknowledges all certifications contained in the Invitation for Bids and attachments thereto.
7. The Bidder and/or authorized representative of the Bidder further certifies the company agrees to all provisions of the Invitation for Bids and Attachments thereto.
8. The Bidder and/or authorized representative of the Bidder further certifies that the company will provide the services required at the prices quoted above.
9. The Bidder and/or authorized representative of the Bidder further certifies that its workers are licensed, certified and possess the requisite credentials to provide the services detailed in this IFB.

Name: Joel Brasfield

Title: President & General Counsel

Signature:

Date: 8.01.2025

Modifications or additions to any portion of this document may be cause for rejection of the bid.

Attachment E: Required Clauses for Service Contracts Resulting from This IFB

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. **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.
3. **AVAILABILITY OF FUNDS:** It is expressly understood and agreed that the obligation of MDOC 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, MDOC shall have the right upon 10 business days written notice to Contractor, to terminate this agreement without damage, penalty, cost or expense to the MDOC of any kind whatsoever. The effective date of termination shall be as specified in the notice of termination.
4. **COMPLIANCE WITH EQUAL OPPORTUNITY IN EMPLOYMENT POLICY:** Contractor understands that the MDOC 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.
5. **CONTRACTOR'S REPRESENTATION REGARDING CONTINGENT FEES:** By executing the contract the contractor represents that it has not retained any person or agency on a percentage, commission, or other contingent arrangement to secure this contract. If the contractor cannot make such a representation, a full and complete explanation shall be submitted in writing prior to contract execution.
6. **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.
7. **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 provide for payment of undisputed amounts by the Agency within 45 calendar days of receipt of invoice. Mississippi Code Annotated § 31-7-301, *et seq.*

8. **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. Contractor agrees to provide a copy of each verification upon request of the MDOC subject to approval by any agencies of the United States 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 Service 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.

9. **INSURANCE:** Contractor requirement of the procurement should be the same in the contract as set in the IFB (RFx: 3160007435). The MDOC cannot waive or lower any of the insurance requirements. Contractor represents that it will, at its own expense, obtain and maintain insurance which shall include at a minimum, the following types and coverage:
- a. **Comprehensive General Liability** coverage for professional law enforcement liability, contractual liability, death, bodily injury, personal injury including false arrest, detention, malicious prosecution, libel, slander, defamation of character, violations of the right of privacy, negligent acts, errors and omissions attributable to the Contractor in an amount not less than one million five hundred thousand (\$1,500,000.00) per occurrence. This comprehensive general liability coverage may be provided by a combination of two or more policies.
 - b. **Automobile Liability** – a combined single limit for bodily injury and property damage of not less than one million five hundred thousand dollars (\$1,500,000.00) each occurrence with respect to Contractor vehicles (whether owned, hired, non-owned), assigned to or utilized in the performance of this contract.
 - c. **Automobile Property Damage Insurance** coverage in an amount not less than one million (\$1,000,000.00) for all property damage by automobile.
 - d. **Professional Liability** – coverage in an amount not less than one million five hundred thousand (\$1,500,000.00) each claim. Policy must contain professional errors and omissions for prisoner transportation.
 - e. **Workers' Compensation Insurance** to cover obligations imposed by Federal and State Statutes having jurisdiction of its employees engaged in the performance of the services, and Employers' Liability insurance with a minimum limit of one hundred thousand dollars (\$100,000.00). Evidence of self-insured status shall also suffice for this section.

All general liability and professional liability will provide coverage to the MDOC as an additional insured. The MDOC reserves the right to request from carriers, certificates of insurance regarding the required coverage. Insurance carriers shall be licensed or hold a Certificate of Authority from the Mississippi Department of Insurance.

- 10. NO LIMITATION OF LIABILITY:** Nothing in this agreement shall be interpreted as excluding or limiting any liability of the Contractor for harm arising out of the Contractor's or its subcontractors' performance under this agreement.
- 11. PAYMODE:** Payments by MDOC 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 MDOC 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.
- 12. PROCUREMENT REGULATIONS:** This contract 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). Any bidder 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.
- 13. PROPERTY RIGHTS:** Property rights do not inure to Contractor until such time as services have been provided under a legally executed contract. Contractor has no legitimate claim of entitlement to the provision of work hereunder and acknowledges that the MDOC may terminate this contract at any time for its own convenience.
- 14. REPRESENTATION REGARDING GRATUITIES:** Contractor represents that it has not, is not, and will not offer, give, or agree to give any employee or former employee of MDOC 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. Contractor further represents that no employee or former employee of MDOC 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 contractor. Contractor further represents 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.
- 15. REQUIRED PUBLIC RECORDS AND TRANSPARENCY:** Upon execution of a contract, the provisions of the contract which contain 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 and shall be available for at the Agency for examination, inspection, or reproduction by the public. The contractor acknowledges and agrees that the

MDOC 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.*

- 16. STOP WORK ORDER:** The MDOC 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 MDOC. 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 MDOC. Upon expiration of the stop work order, Contractor shall resume providing the services which were subject to the stop work order, unless the MDOC has terminated that part of the agreement or terminated the agreement in its entirety. The MDOC is not liable for payment for services which were not rendered due to the stop work order.
- 17. TERMINATION: *Termination for Convenience.*** The MDOC may, when the interests of the Agency so require, terminate this contract in whole or in part, for the convenience of the Agency. The MDOC 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 are necessary to do so.

Termination for Default. If the MDOC 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 MDOC may terminate the contract for default and the Contractor will be liable for the additional cost to the MDOC 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.

Attachment F: References

Bidder must submit at least. References will be contacted in order listed until two (2) references have been interviewed and Reference Score Sheets completed. Contractors are encouraged to submit additional references to ensure at least two references are available for interview with two (2) business days of bid opening to be considered acceptable. Contractors are encouraged to submit additional references by submitting additional copies of **Attachment F**.

REFERENCE 1

Name of Company: Fulton County Sheriff's Office
Dates of Service: 7/2008-Present
Contact Person: Hattie Richey
Address: 901 Rice Street
City/State/Zip: Atlanta, GA 30318
Telephone Number: 404-613-2375
Cell Number: 404-612-5120 (direct #)
E-mail: hattie.richey@fultoncountyga.gov
Alternative Contact Person (optional): _____
Telephone Number: _____
Cell Number: _____
E-mail: _____

REFERENCE 2

Name of Company: Elmore County Sheriff's Office
Dates of Service: 11/2007-Present
Contact Person: Major James Stroud
Address: 8955 US Hwy. 231
City/State/Zip: Wetumpka, AL 36092
Telephone Number: 334-567-5441 x3207

Cell Number: 334-567-5441 x3202 (direct #)
E-mail: jstroud@elmoreso.com
Alternative Contact Person (optional): _____
Telephone Number: _____
Cell Number: _____
E-mail: _____

REFERENCE 3

Name of Company: Rutherford County Sheriff's Office
Dates of Service: 12/2005 - Present
Contact Person: Sgt. Gene Thorpe
Address: 940 New Salem Hwy.
City/State/Zip: Murfreesboro, TN 37129
Telephone Number: 615-542-8566 (best contact)
Cell Number: _____
E-mail: gthorpe@rcsotn.gov
Alternative Contact Person (optional): _____
Telephone Number: _____
Cell Number: _____
E-mail: _____

REFERENCE 4

Name of Company: _____
Dates of Service: _____
Contact Person: _____
Address: _____
City/State/Zip: _____

Telephone Number: _____

Cell Number: _____

E-mail: _____

Alternative Contact Person (optional): _____

Telephone Number: _____

Cell Number: _____

E-mail: _____

REFERENCE 5

Name of Company: _____

Dates of Service: _____

Contact Person: _____

Address: _____

City/State/Zip: _____

Telephone Number: _____

Cell Number: _____

E-mail: _____

Alternative Contact Person (optional): _____

Telephone Number: _____

Cell Number: _____

E-mail: _____

Attachment G: Reference Score Sheet
[To Be Completed by MDOC Only]

Bidder Name: _____

Reference Name: _____

Person Contacted, Title/Position: _____

Date/Time Contacted: _____

Service From/To Date: _____

Were they able to provide the services when called?	Yes	No
Were you satisfied with the services provided, if any? If not, please explain.	Yes	No
Was the vendor easy to work with when scheduling services?	Yes	No
Were the services provided on time and within budget?	Yes	No
Did the vendor listen and readily offer a solution if you had an issue? (If you 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; each "no" is zero points. Bidder must have a minimum average score of "6" from two references (total of "12" points) to be considered responsible and for its bid to be considered.

Score: PASS or FAIL

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

Notes:

Called by:

<hr/>	<hr/>	<hr/>
Signature	Title	Date

Attachment H: Optional Clauses for Use in Service Contracts Resulting from This IFB

- 1. Attorney's Fees and Expenses.** In the event Contractor defaults on any obligations under this Agreement, Contractor shall pay to MDOC all costs and expenses, without limitation, incurred by MDOC in enforcing this Agreement or reasonably related to enforcing this Agreement. This includes but is not limited to investigative fees, court costs, and attorneys' fees. Under no circumstances shall MDOC be obligated to pay attorneys' fees or legal costs to Contractor.
- 2. Authority of Signatory.** Contractor acknowledges that the individual executing the contract on behalf of the MDOC is doing so in his or her official capacity only. To the extent any provision contained in the contract exceeds the signatory's authority, Contractor agrees that it will not look to that individual in his or her personal capacity or otherwise seek to hold him or her individually liable for exceeding such authority.
- 3. Authority to Contract.** Contractor warrants: (1) that it is a validly organized business with valid authority to enter into this agreement; (2) that it is qualified to do business and in good standing in the State of Mississippi; (3) that entry into and performance under this agreement is not restricted or prohibited by any loan, security, financing, contractual, or other agreement of any kind; and, (4) notwithstanding any other provision of this agreement to the contrary, that there are no existing legal proceedings or prospective legal proceedings, either voluntary or otherwise, which may adversely affect its ability to perform its obligations under this agreement.
- 4. Confidentiality.** MDOC is a public agency of the State of Mississippi and is subject to the *Mississippi Public Records Act of 1983*. Mississippi Code Annotated §§ 25-61-1, et seq. If a public records request is made for any information provided to MDOC by Contractor, MDOC shall follow the provisions of Mississippi Code Annotated §§ 25-61-9 and 79-23-1 before disclosing such information – unless Contractor has previously indicated the information is not a trade secret or confidential commercial and financial information. The MDOC shall not be liable to the Contractor for disclosure of information required by court order or required by law.
- 5. Contract Assignment and Subcontracting.** Contractor acknowledges that it was selected by MDOC to perform the services required hereunder based, in part, upon Contractor's special skills and expertise. Contractor shall not assign, subcontract, or otherwise transfer this agreement, in whole or in part, without the prior written consent of MDOC, which may, in its sole discretion, approve or deny without reason. Any attempted assignment or transfer of Contractor's obligations hereunder without consent of the MDOC shall be null and void. Approval of a subcontract by the MDOC shall not be deemed to be approval of the incurrence of any additional obligation of the MDOC. Subcontracts shall be subject to the terms and conditions of this agreement and to any conditions of approval that MDOC may deem necessary. Subject to the foregoing, this agreement shall be binding upon the respective successors and assigns of the parties.

6. **Contractor Personnel.** The MDOC shall, throughout the life of the contract, have the right of reasonable rejection and approval of staff or subcontractors assigned to the work by Contractor. If the MDOC reasonably rejects staff or subcontractors, Contractor shall provide replacement staff or subcontractors satisfactory to the MDOC in a timely manner and at no additional cost to the MDOC. The day-to-day supervision and control of Contractor's employees and subcontractors is the sole responsibility of Contractor.
7. **Copyrights.** Contractor agrees that the rights and title to any copyrightable material first produced under this agreement belongs to MDOC. Contractor hereby grants to MDOC a royalty-free, nonexclusive, irrevocable license to reproduce, translate, publish, use and dispose of, and to authorize others to do so, all copyrighted or copyrightable work which is incorporated in the material furnished under the agreement regardless of whether it was first produced under this agreement. This grant is provided that such license shall be only to the extent Contractor now has, or prior to the completion of full final settlements of agreement may acquire, the right to grant such license without becoming liable to pay compensation to others.
8. **Disclosure of Confidential Information Required by Law.** In the event that either party to this Agreement receives notice that a third-party has served upon it a subpoena or other validly issued administrative or judicial process ordering divulgence of the other party's data or other information, the party subject to the subpoena or other legal process shall promptly inform the other party at the earliest reasonable opportunity, unless prohibited by law from doing so. Thereafter, the party subject to the legal process shall respond to the extent mandated by law. This section shall survive the termination or completion of this agreement. The parties agree that this section is subject to and superseded by Mississippi Code Annotated §§ 25-61-1, *et seq.*
9. **Entire Agreement.** This agreement, including all contract documents, represents the entire and integrated agreement between the parties hereto and supersedes all prior negotiations, representations or agreements, irrespective of whether written or oral. This agreement may be altered, amended, or modified only by a written document executed by the MDOC and Contractor. Contractor acknowledges that it has thoroughly read all contract documents and has had the opportunity to receive competent advice and counsel necessary for it to form a full and complete understanding of all rights and obligations herein. Accordingly, this agreement shall not be construed or interpreted in favor of or against the MDOC or Contractor on the basis of draftsmanship or preparation hereof.
10. **Failure to Deliver.** In the event of failure of Contractor to deliver services in accordance with the contract terms and conditions, the MDOC, after due oral or written notice, may procure the services from other sources and hold Contractor responsible for any resulting additional purchase and administrative costs. This remedy shall be in addition to any other remedies that the MDOC may have.
11. **Failure to Enforce Does Not Constitute Waiver.** Failure by the MDOC at any time to enforce the provisions of the contract shall not be construed as a waiver of any such provisions. Such

failure to enforce shall not affect the validity of the contract or any part thereof or the right of the MDOC to enforce any provision at any time in accordance with its terms.

12. Force Majeure. Each party shall be temporarily 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 Agency in writing at its earliest reasonable opportunity of the cause of its inability to perform, how it affects its performance, and the anticipated duration of the inability to perform. All parties shall make reasonable efforts to minimize the impact of the force majeure event on contract performance. The MDOC may exercise any rights it has under the contract which are available when neither party is in default.

13. Indemnification. To the fullest extent allowed by law, Contractor shall indemnify, defend, save and hold harmless, protect, and exonerate the MDOC its commissioners, board members, officers, employees, agents, and representatives, and the State of Mississippi from and against all claims, demands, liabilities, suits, actions, damages, losses, and costs of every kind and nature whatsoever including, without limitation, court costs, investigative fees and expenses, and attorneys’ fees, arising out of or caused by Contractor and/or its partners, principals, agents, employees and/or subcontractors in the performance of or failure to perform this agreement.

In the MDOC’s sole discretion, upon approval of the Office of the Mississippi Attorney General and the MDOC, Contractor may be allowed to control the defense of any such claim, suit, etc. In the event Contractor defends said claim, suit, etc., Contractor shall use legal counsel acceptable to the Office of the Mississippi Attorney General and the MDOC. Contractor shall be solely responsible for all costs and/or expenses associated with such defense, and the MDOC shall be entitled to participate in said defense. Contractor shall not settle any claim, suit, etc. without the concurrence of the Office of the Mississippi Attorney General and the MDOC, which shall not be unreasonably withheld.

14. Independent Contractor Status. Contractor shall, at all times, be regarded as and shall be legally considered an independent contractor and shall at no time act as an agent for the MDOC. Nothing contained herein shall be deemed or construed by the MDOC, Contractor, or any third party as creating the relationship of principal and agent, master and servant, partners, joint ventures, employer and employee, or any similar such relationship between the MDOC and Contractor. Neither the method of computation of fees or other charges, nor any other provision contained herein, nor any acts of the MDOC or Contractor hereunder creates or shall be deemed to create a relationship other than the independent relationship of the MDOC and Contractor.

Contractor’s personnel shall not be deemed in any way, directly or indirectly, expressly or by implication, to be employees of the MDOC. Neither Contractor nor its employees shall, under any circumstances, be considered servants, agents, or employees of the MDOC, and the MDOC

shall be at no time legally responsible for any negligence or other wrongdoing by Contractor, its servants, agents, or employees.

The MDOC shall not withhold from the contract payments to Contractor any federal or state unemployment taxes, federal or state income taxes, Social Security tax, or any other amounts for benefits to Contractor. Further, the MDOC shall not provide to Contractor any insurance coverage or other benefits, including Workers' Compensation, normally provided by the MDOC for its employees.

- 15. Information Designated by Agency as Confidential.** Any liability resulting from the wrongful disclosure of confidential information on the part of Contractor, or its subcontractor(s) shall rest with Contractor. Disclosure of any confidential information by Contractor or its subcontractor(s) without the express written approval of the MDOC may result in the immediate termination of this agreement.
- 16. Information Designated by Contractor as Confidential.** Any disclosure of those materials, documents, data, and other information which Contractor has designated in writing as proprietary and confidential shall be subject to the provisions of Mississippi Code Annotated §§ 25-61-9 and 79-23-1. The services to be provided, the unit prices and overall price to be paid, and the term of the contract shall not be deemed a trade secret or confidential commercial or financial information.
- 17. Infringement Indemnification.** Contractor warrants that the materials and deliverables provided to the MDOC under this agreement, and their use by the MDOC, will not infringe or constitute an infringement of any copyright, patent, trademark, or other proprietary right. Should any such items become the subject of an infringement claim or suit, Contractor shall defend the infringement action and/or obtain for the MDOC the right to continue using such items without additional cost to the Agency. Should Contractor fail to obtain for the MDOC the right to use such items, Contractor shall suitably modify them to make them non-infringing or substitute equivalent software or other items at Contractor's expense.

In the event the above remedial measures cannot possibly be accomplished, and only in that event, Contractor may require the MDOC to discontinue using such items, in which case Contractor will refund to the MDOC the fees previously paid by the MDOC for the items the customer may no longer use, and shall compensate the MDOC for the lost value of the infringing part to the phase in which it was used, up to and including the contract price for said phase. Said refund shall be paid within 10 business days of notice to the MDOC to discontinue said use.

Scope of Indemnification: Provided that the MDOC promptly notifies Contractor in writing of any alleged infringement claim of which it has knowledge, Contractor shall defend, indemnify, and hold harmless the MDOC against any such claims, including but not limited to any expenses, costs, damages and attorney fees that a court finally awards for infringement based on the programs and deliverables provided under this agreement.

In the MDOC's sole discretion, upon approval of the Office of the Mississippi Attorney General and the MDOC, Contractor may be allowed to control the defense of any such claim, suit, etc. In the event Contractor defends said claim, suit, etc., Contractor shall use legal counsel acceptable to the Office of the Mississippi Attorney General and the MDOC. Contractor shall be solely responsible for all costs and/or expenses associated with such defense, and the MDOC shall be entitled to participate in said defense. Contractor shall not settle any claim, suit, etc. without the concurrence of the Office of the Mississippi Attorney General and the MDOC, which shall not be unreasonably withheld.

- 18. Liquidated Damages.** By executing a Contract that results from this IFB, the Contractor expressly agrees to the imposition of liquidated damages. The Contractor hereby acknowledges and agrees that its performance under the Contract shall meet the requirement set forth in this IFB. If the Contractor fails to meet any item, service, deliverable or other duty of this IFB, the MDOC will impose Liquidated Damages of (\$250.00) per calendar day from date set for cure until either the State reasonably obtains similar services, if Contractor is terminated for default, or until Contractor provides the services if Contractor is not terminated for default. Any assessment of liquidated damages shall be accompanied by details sufficient for justification of the assessment. The MDOC shall deduct the liquidated damages from the next monthly invoice following the imposed damages. Documentation of the amount of damages imposed shall be included with the invoice.
- 19. Modification or Renegotiation Required by Change in Law.** The parties agree to renegotiate the agreement in good faith if federal and/or state revisions to any applicable laws or regulations make changes in this agreement necessary. This agreement may be modified only by written agreement signed by the parties hereto and approval by the Public Procurement Review Board, if required.
- 20. Non-Solicitation of Employees.** Each party to this agreement agrees not to employ or to solicit for employment, directly or indirectly, any persons in the full-time or part-time employment of the other party until at least one year after this agreement terminates unless mutually agreed to in writing by the MDOC and Contractor. Any such employment or solicitation for employment shall be in compliance with the Mississippi Ethics in Government laws, codified at Mississippi Code Annotated §§ 25-4-101 through 25-4-121.
- 21. Notices.** All notices required or permitted to be given under this agreement shall be in writing and personally delivered or sent by certified United States mail, postage prepaid, return receipt requested, to the party to whom the notice should be given at the address set forth below. Notice shall be deemed given when actually received or when refused. The parties agree to promptly notify each other in writing of any change of address.

For the Agency:
Contact Person, Title
Agency
Address

For Contractor:
Contact Person, Title
Agency
Address

City, State, Zip

City, State, Zip

- 22. Oral Statements.** No oral statement of any person shall modify or otherwise affect the terms, conditions, or specifications stated in this contract. All modifications to the contract shall be made in writing by the MDOC, agreed to by Contractor, and approved by the Public Procurement Review Board, if required.
- 23. Ownership of Documents and Work Papers.** MDOC 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 MDOC 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 and shall obtain written permission from MDOC to use such workpapers, subject to any copyright protections.
- 24. Priority.** The contract consists of this agreement, the IFB (RFx No. 3160007435), attached hereto as Attachment A, and the Contractor's bid submitted in response, attached hereto as Attachment B. Any ambiguities, conflicts, or questions of interpretation of this contract shall be resolved first by reference to this agreement and, if still unresolved, by reference to the IFB and, if still unresolved, by reference to the bid. Omission of any term or obligation from this agreement shall not be deemed an omission from this contract if such term or obligation is provided for elsewhere in this contract.
- 25. Quality Control.** Contractor shall institute and maintain throughout the contract period a properly documented quality control program designed to ensure that the services are provided at all times and in all respects in accordance with the contract. The program shall include providing supervision and conducting frequent inspections of Contractor's staff and ensuring that accurate records are maintained describing the disposition of all complaints. The records so created shall be open to inspection by the MDOC.
- 26. Record Retention and Access to Records.** Contractor shall maintain such financial records and other records as may be prescribed by the MDOC or by applicable federal and state laws, rules, and regulations. Provided Contractor is given reasonable advance written notice and such inspection is made during normal business hours of Contractor, the MDOC or any duly authorized representatives shall have unimpeded, prompt access to any of Contractor's books, documents, papers, and/or records which are relevant to this agreement. All records related to this agreement shall be retained by Contractor for three 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 year after all issues arising out of the action are finally resolved or until the end of the three year period, whichever is later.

- 27. Recovery of Money.** Whenever, under the contract, any sum of money shall be recoverable from or payable by Contractor to the MDOC, the same amount may be deducted from any sum due to Contractor under the contract or under any other contract between Contractor and the MDOC. The rights of the MDOC are in addition and without prejudice to any other right the MDOC may have to claim the amount of any loss or damage suffered by the MDOC on account of the acts or omissions of Contractor.
- 28. Renewal of Contract.** The contract may be renewed at the discretion of the MDOC for a period of 2 successive one-year periods under the same prices, terms, and conditions as in the original contract. The total number of renewal years permitted shall not exceed two (2).
- 29. Requirements Contract.** During the period of the contract, Contractor shall provide all services described in the contract. Contractor understands and agrees that this is a requirement contract and that the MDOC 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 MDOC for the period of the contract. The amount is only an estimate and Contractor understands and agrees that the MDOC is under no obligation to Contractor to utilize any amount of the services as a result of having provided this estimate or of having any typical or measurable requirement in the past. Contractor further understands and agrees that the MDOC 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 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.
- 30. Right to Audit.** Contractor shall maintain such financial records and other records as may be prescribed by the MDOC or by applicable federal and state laws and regulations. Contractor shall retain these records for a period of three years after final payment, or until they are audited by the MDOC, 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 MDOC, the Mississippi State Auditor's Office, and/or other entity of the state.
- 31. 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 provisions in compliance with applicable law.
- 32. State Property.** Contractor will be responsible for the proper custody and care of any state-owned property furnished for Contractor's use in connection with the performance of this agreement. Contractor will reimburse the state for any loss or damage, normal wear and tear excepted.

33. Third Party Action Notification. Contractor shall give the customer prompt notice in writing of any action or suit filed, and prompt notice of any claim made against Contractor by any entity that may result in litigation related in any way to this agreement.

**Attachment I: U.S. Code of Federal Regulations for Standards for Private Entities
Providing Prisoner or Detainee Services**

**PART 97—STANDARDS FOR PRIVATE ENTITIES PROVIDING PRISONER OR
DETAINEE SERVICES**

Authority: Pub, 114 Stat. 2784 ([42 U.S.C. 13726b](#)).

Source: Order No. 2640-2002, [67 FR 78710](#), Dec. 26, 2002, unless otherwise noted.

Regulations most recently checked for updates on June 5, 2025

§ 97.1 Purpose.

This part implements the provisions of The Interstate Transportation of Dangerous Criminals Act of 2000, [Public Law 106-560](#), 114 Stat. 2784 ([42 U.S.C. 13726b](#)) (enacted December 21, 2000) (“the Act”), to provide minimum security and safety standards for private companies that transport violent prisoners on behalf of State and local jurisdictions.

§ 97.2 Definitions.

(a) ***Crime of violence.*** The term “crime of violence” has the same meaning as in section 924(c)(3) of title 18, United States Code. Section 924(c)(3) states that the term crime of violence means an offense that is a felony and has as an element the use, attempted use, or threatened use of physical force against the person or property of another, or that by its nature, involves a substantial risk that physical force against the person or property of another may be used in the course of committing the offense.

(b) ***Private prisoner transport company.*** The term “private prisoner transport company” (“company”) means any entity, other than the United States, a State, or an inferior political subdivision of a State, that engages in the business of transporting for compensation individuals committed to the custody of any State or of an inferior political subdivision of a State, or any attempt thereof.

(c) ***Violent prisoner.*** The term “violent prisoner” means any individual in the custody of a State or an inferior political subdivision of a State who has previously been convicted of or is currently charged with a crime of violence or any similar statute of a State or the inferior political subdivisions of a State, or any attempt thereof.

§ 97.11 Pre-employment screening.

Private prisoner transport companies must adopt pre-employment screening measures for all potential employees. The pre-employment screening measures must include a background check and a test for use of controlled substances. The failure of a potential employee to pass either screening measure will act as a bar to employment.

(a) ***Background checks must include:***

(1) A fingerprint-based criminal background check that disqualifies persons with either a prior felony conviction or a State or Federal conviction for a misdemeanor crime of domestic violence as defined in [18 U.S.C. 921](#);

(2) A Credit Report check;

(3) A physical examination; and

(4) A personal interview.

(b) *Testing for controlled substances.*

(1) Pre-employment testing for controlled substances must be in accordance with applicable State law.

(2) In the event that there is no applicable State law, pre-employment testing for controlled substances must be in accordance with the provisions of Department of Transportation regulations at [49 CFR 382.301](#) which will apply regardless of whether a private prisoner transport company is covered by Department of Transportation regulations.

(c) The criminal background check references in [paragraph \(a\)\(1\)](#) of this section may not be submitted directly to the FBI or any other Federal agency. The private prisoner transport companies must arrange the procedures for accomplishing the criminal background checks with their contracting governmental agencies. In the event that the private prisoner transport company is contracting with a privately-run incarceration facility, and not directly with a governmental entity, the private prisoner transport company will have to make arrangements through the private incarceration facility to have the checks completed by the governmental entity ultimately requesting the transport.

§ 97.12 Employee training.

Private prisoner transport companies must require the completion of a minimum of 100 hours of employee training before an employee may transport violent prisoners. Training must include instruction in each of these six areas:

(a) Use of restraints;

(b) Searches of prisoners;

(c) Use of force, including use of appropriate weapons and firearms;

(d) Cardiopulmonary resuscitation (CPR);

(e) Map reading; and

(f) Defensive driving.

§ 97.13 Maximum driving time.

Companies covered under this part must adhere to the maximum driving time provisions applicable to commercial motor vehicle operators, as set forth in Department of Transportation regulations at [49 CFR 395.3](#) which will apply regardless of whether a private prisoner transport company is covered by Department of Transportation regulations.

§ 97.14 Guard-to-prisoner ratio.

Companies covered under this part must adhere to certain minimum standards with respect to the number of employees required to monitor violent prisoners during transportation. Private prisoner transport companies must ensure that at least one guard be on duty for every six violent prisoners transported. This requirement does not preclude a contracting entity from establishing more stringent guard-to-prisoner ratios.

§ 97.15 Employee uniforms and identification.

(a) ***Employee uniforms.*** Uniforms used by private prisoner transport companies must meet the following requirements:

- (1) Uniforms must be readily distinguishable in style and color from official uniforms worn by United States Department of Justice employees who transport violent offenders;
- (2) Uniforms must prominently feature a badge or insignia that identifies the employee as a prisoner transportation employee; and
- (3) Uniforms must be worn at all times while the employee is engaged in the transportation of violent prisoners.

(b) ***Employee identification.*** Identification utilized by private prisoner transport companies must meet the following requirements:

- (1) The identification credentials must clearly identify the employee as a transportation employee. The credentials must have a photograph of the employee that is at least one-inch square, a printed personal description of the employee including the employee's name, the signature of the employee, and date of issuance; and
- (2) The employee must display proper identification credentials on his or her uniform and ensure that the identification is visible at all times during the transportation of violent prisoners.

§ 97.16 Clothing requirements for transported violent prisoners.

Companies covered under this part must ensure that all violent prisoners they transport are clothed in brightly colored clothing that clearly identifies them as violent prisoners, unless security or other specific considerations make such a requirement inappropriate.

§ 97.17 Mandatory restraints to be used while transporting violent prisoners.

Companies covered under this part must, at a minimum, require that violent prisoners be transported wearing handcuffs, leg irons, and waist chains unless the use of all three restraints would create a serious health risk to the prisoner, or extenuating circumstances (such as pregnancy or physical disability) make the use of all three restraints impracticable.

§ 97.18 Notification of local law enforcement prior to scheduled stops.

When transporting violent prisoners, private prisoner transport companies are required to notify local law enforcement officials 24 hours in advance of any scheduled stops in their jurisdiction. For the purposes of this part, a scheduled stop is defined as a predetermined stop at a State, local, or private correctional facility for the purpose of loading or unloading prisoners or using such facilities for overnight, meal, or restroom breaks. Scheduled stops do not include routine fuel stops or emergency stops.

§ 97.19 Immediate notification of local law enforcement in the event of an escape.

Private prisoner transport companies must be sufficiently equipped to provide immediate notification to law enforcement in the event of a prisoner escape. Law enforcement officials must receive notification no later than 15 minutes after an escape is detected unless the company can demonstrate that extenuating circumstances necessitated a longer delay. In the event of the escape of a violent prisoner, a private prisoner transport company must:

- (a) Ensure the safety and security of the remaining prisoners;
- (b) Provide notification within 15 minutes to the appropriate State and local law enforcement officials;
- (c) Provide notification as soon as practicable to the governmental entity or the privately-run incarceration facility that contracted with the transport company; and
- (d) Provide complete descriptions of the escapee and the circumstances surrounding the escape to State and local law enforcement officials if needed.

§ 97.20 Standards to ensure the safety of violent prisoners during transport.

Companies covered under this section must comply with applicable State and federal laws that govern the safety of violent prisoners during transport. In addition, companies covered under this section are to ensure that:

- (a) Protective measures are in place to ensure that all vehicles are safe and well-maintained;
- (b) Vehicles are equipped with efficient communications systems that are capable of immediately notifying State and local law enforcement officials in the event of a prisoner escape;

(c) Policies, practices, and procedures are in effect to ensure the health and physical safety of the prisoners during transport, including a first-aid kit and employees who are qualified to dispense medications and administer CPR and emergency first-aid;

(d) Policies, practices, and procedures are in effect to prohibit the mistreatment of prisoners, including prohibitions against covering a prisoner's mouth with tape, the use of excessive force, and sexual misconduct;

(e) Policies, practices, and procedures are in effect to ensure that juvenile prisoners are separated from adult prisoners during transportation, where practicable;

(f) Policies, practices, and procedures are in effect to ensure that female prisoners are separated from male prisoners during transportation, where practicable;

(g) Policies, practices, and procedures are in effect to ensure that female guards are on duty to supervise the transportation of female violent prisoners, where practicable;

(h) Staff are well trained in the handling and restraint of prisoners, including the proper use of firearms and other restraint devices, and have received specialized training in the area of sexual harassment; and

(i) Private transport companies are responsible for taking reasonable measures to insure the well being of the prisoners in their custody including, but not limited to, necessary stops for restroom use and meals, proper heating and ventilation of the transport vehicle, climate-appropriate uniforms, and prohibitions on the use of tobacco, in any form, in the transport vehicle.

§ 97.22 No pre-emption of federal, State, or local laws or regulations.

The regulations in this part implement the Act and do not pre-empt any applicable federal, State, or local law that may impose additional obligations on private prisoner transport companies or otherwise regulate the transportation of violent prisoners. All federal laws and regulations governing interstate commerce will continue to apply to private prisoner transport companies including, but not limited to: federal laws regulating the possession of weapons, Federal Aviation Administration or Transportation Security Administration rules and regulations governing travel on commercial aircraft, and all applicable federal, State, or local motor carrier regulations. The regulations in this part in no way pre-empt, displace, or affect the authority of States, local governments, or other federal agencies to address these issues.

§ 97.24 No civil defense created.

The regulations in this part on private prisoner transport companies are not intended to create a defense to any civil action, whether initiated by a unit of government or any other party. Compliance with the regulations in this part is not intended to and does not establish a defense against an allegation of negligence or breach of contract. Regardless of whether a contractual agreement establishes minimum precautions, the companies affected by the regulations in this

part will remain subject to the standards of care that are imposed by constitutional, statutory, and common law upon their activities (or other activities of a similarly hazardous nature).

§ 97.30 Enforcement.

Any person who is found in violation of the regulations in this part will:

- (a) Be liable to the United States for a civil penalty in an amount not to exceed \$10,000 for each violation;
- (b) Be liable to the United States for the costs of prosecution; and
- (c) Make restitution to any entity of the United States, of a State, or of an inferior political subdivision of a State, that expends funds for the purpose of apprehending any violent prisoner who escapes from a prisoner transport company as the result, in whole or in part, of a violation of the regulations in this part promulgated pursuant to the Act.



STATE OF MISSISSIPPI
MS DEPT OF CORRECTIONS
AMENDMENT
Invitation for Bid

RESPONSES REQUIRED BY:

Submission Date : 08/08/2025
Submission Time : 10:00:00 CST

RESPONSES OPENED ON:

Opening Date : 00/00/0000
Opening Time : 14:00:00 CST

VENDOR NO:
VENDOR NAME & ADDRESS:
(To be completed by Vendor)

SUBMIT NON-ELECTRONIC RESPONSE:

TO :
633 NORTH STATE STREET
JACKSON MS 39202
US

RFx number : 3160007435
Smart number : 1551-25-R-IFBD-00020
Buyer : Crystal Henry
Buyer Phone :
Email :
CRYSTAL.HENRY@MDOC.STATE.MS.US

DELIVERY POINT

NOTICE TO VENDOR:

Interstate and Intrastate Prisoner Transport Services, IFB #3160007435
The Mississippi Department of Corrections (MDOC) is requesting bids from qualified private transportation entities to provide interstate and intrastate transport services as per the scope of services. Prisoner transport services will be provided for persons held by out-of-state jurisdictions who are escapees, have violated the terms of their parole or probation, or for some other reason must be return to MDOC. On occasion, MDOC may request intrastate transport services.

ADDITIONAL CONTACT INFO:

301 N. Lamar Street, Jackson, MS 39201 (601) 359-5655

Vendor Telephone Number	866.388.8488	Title	Date
Joel Brasfield, President & General Counsel			8.1.2025
(Typed or printed) Name of Bidder	Signature of Authorized Bidder		
US Corrections, LLC			

RFx number : 3160007435			Submission Date : 08/08/2025 Time : 10:00:00 CST			
Smart number : 1551-25-R-IFBD-00020			Opening Date : 00/00/0000 Time : 14:00:00 CST			
Item	Change Indicator	Product No. / Mfg. Part No.	Description	Delivery / Req.date	Qty	Unit
# 1			Product Category : 96182 Prisoner Transport Services Pleae include all pricing on Attachment B - Bid Form		1.000	AU

AMENDMENT #1
Questions & Answers for RFX3160007435
Interstate & Intrastate Prisoner Transport Services
Issue Date: July 25, 2025

All Prospective Bidders:

The Mississippi Department of Corrections is issuing an amendment to RFX 3160007435, Invitation for Bids for Interstate and Intrastate Prisoner Transport Services, dated June 24, 2025. Amendment 1 provides responses to questions received during the question period of this solicitation.

Note: Pursuant to Section 1.7, page of this amendment contains a required signature line that acknowledges the amendment and must be submitted with Bidder's response packet.

Questions Received	Answers
The governing bodies for prisoner transportation and extradition companies are the US Department of Transportation (USDOT), Federal Motor Carrier Safety Administration (FMCSA), and the US Department of Justice (USDOJ)? Will the State of Mississippi DOC acknowledge the guidelines and laws set forth by these departments?	Yes, pursuant to Section 2.7.5, "Contractor must comply with all pertinent provisions of the USDOT, Federal Motor Carrier Safety Administration (FMCSA) 49 C.F.R., Parts 385, 390-396, U.S. Department of Justice regulations 28 C.F.R., Part 97 created pursuant to passage of the "Interstate Transportation of Dangerous Criminals Act of 2000", known as "Jeanna's Act", and all other pertinent federal regulations."
Will the State of Mississippi DOC require that vendors meet all requirements for limits on continuous travel hours and miles as governed by the FMCSA (Section 395.5 (a)? If so, will vendors be required to submit drivers logs to verify that they conform to those requirements?	MDOC requires that all vendors comply with all pertinent provisions of the FMCSA (Section 2.7.5). Bidders may not have to submit logs for review; however, contractors must be able to provide unimpeded, prompt access to any of the Contractor's books, documents, papers, and/or records which are relevant to this agreement, pursuant to Attachment H, Item #26).
Will the State of Mississippi DOC require vendors to have a Satisfactory Audit Rating from the FMCSA, which measures the vendor's compliance with the Federal Motor Carrier Safety Regulations?	Yes, Section 2.7.5 states, "The Contractor shall have and maintain a satisfactory "Carrier Safety Rating" from the FMCSA prior to the commencement of the resulting contract."
Proof of Authority to Operate is provided by a transport company being issued Motor Carrier Number (MC #) by the FMCSA. This allows transport vendors to cross state lines with inmates in their custody. Will the State of Mississippi DOC acknowledge and require an active Motor Carrier Number?	Yes, Section 3.1.14 states, "Bidder must submit assurances and/or certifications to support that it operates under the <i>Motor Carrier Act</i> and has a valid DOT and MC number to operate as a "Passenger Carrier for Hire" for interstate and intrastate operations." Additionally, Section 2.7.6 states that

	<p>“Vehicles operating under this solicitation must be designed to carry more than eight people including the driver, and must have a USDOT and Motor Carrier (MC) number and as a minimum requirement to be deemed responsible (Section 4.2.4).</p>
<p>If a vendor states they transport 8 passengers or less in a vehicle that was designed to carry more passengers, will the State of Mississippi DOC uphold the FMCSA Regulation 383.5 which states, “designed to carry” vehicles refer to the number of designated seats as originally designed? Meaning if a vendor states they only carry 8 passengers on a vehicle, but that vehicle was originally designed to carry 9-15 passengers, will the State of Mississippi DOC follow federal guidelines and require that vendor to have a Motor Carrier number?</p>	<p>Yes. Section 2.7.6 states that “vehicles operating under this solicitation must be designed to carry more than eight people including the driver, and must have a USDOT and Motor Carrier (MC) number”.</p>
<p>Will the State of Mississippi DOC check the VIN numbers of vendors vehicles to confirm their vehicles are compliant with FMCSA Regulation 383?</p>	<p>MDOC will utilize the FMCSA website to verify the validity of submitted information (Section 3.1.8).</p>
<p>Have you used a private transport company in the past? If so, who were they and what did they charge for ground transport (Male, Adult Cost/Mile)</p>	<p>Yes. A copy of this contract and previous contract which includes rates can be found at https://www.transparency.ms.gov/.</p>
<p>Approximately, how many extraditions did MDOC execute last year, and can you give me the top 5 states where the majority of your prisoners get extradited from?</p>	<p>MDOC executed approximately 85 extraditions in the past year. The top 5 states where the majority of extraditions occurred are:</p> <ol style="list-style-type: none"> 1. Florida 2. Wisconsin 3. Colorado 4. Minnesota 5. Arizona <p>MDOC cannot guarantee a minimum number or trips or miles in this solicitation.</p>
<p>How large is the budget for this RFP?</p>	<p>We will evaluate the proposals and select the best bidder based upon the requirements set forth in this solicitation.</p>

Interstate and Intrastate Prisoner Transport Services

Amendment #1 – Questions and Responses

Issue Date: July 25, 2025

Signature and Submission of Amendment #1 are required with your IFB.

Receipt for Amendment #1:


Signature

Joel Brasfield

Printed Name

7.31.2025

Date

US Corrections, LLC

Company Name

President & General Counsel

Title



U.S. CORRECTIONS
YOUR #1 CHOICE FOR INMATE TRANSPORTATION

PO BOX 171078
NASHVILLE, TN 37217
PH: 615.352.9798
FAX: 615.352.9737
info@prisonertransport.net

8/1/2025

MDOC

RFx #3160007435 Prisoner Transport Services

RE: Terms and Conditions of Proposal

To the reviewing panel,

We are requesting that prior to an award being made, if we are selected, we may discuss the following terms and conditions before entering into an agreement with the Mississippi Dept. of Corrections.

Services Contract - Insurance

We propose that the provided coverages and limits on the attached certificates of insurance be sufficient for the services to be performed.

Services Contract - Termination

We request 30-days termination for convenience.

Services Contract - Subcontracting

We request that nothing in the resulting agreement prevents US Corrections from assigning or performing the services herein by any subsidiary or affiliate companies of US Corrections.

Scope of Services

2.3 Transportation Requests and Cancellations

2.3.2 MDOC will notify the Contractor of an impending transport at least 96 hours before the transport is required. In the case of a Rapid Prisoner Movement, notification time would be 48 hours. The inmate's return to the agency will be within 24 hours.

US Corrections request an exception to this requirement. USC currently requires a 10-day notification for activated Inmate Transports Orders. Anything less, is considered a Short Deadline Date and must receive special approval from our logistics Department Heads.

Services Contract - Indemnification

We propose the following Indemnification language.

Contractor agrees, upon receipt of written notice of a claim or action, to defend the claim or action, or take other appropriate measure to indemnify, and hold harmless the County, its Officers, its Agents, and its Employees from and against all claims and actions for bodily injury, death, or property damages caused by the fault of the Contractor, its Officers, its Agents, or its Employees. Contractor is obligated to indemnify only to the extent of the fault of the Contractor, its Officers, its Agents, or its Employees. However, the Contractor shall have no obligation as set forth above with respect to any claim or action from bodily injury, death or property damages arising out of the fault of the County, its Officers, its Agents, or its Employees.

Services Contract - Forces Majeure

We request the following forces majeure language be incorporated in the resulting agreement.

Neither party shall be liable in damages or have the right to terminate this agreement for any delay or default in performing hereunder if such delay or default is caused by conditions beyond its control or are inadvisable, commercially impracticable, or illegal including by not limited to acts of God, government restrictions (including the denial or cancellation of any necessary license or certification), wars, insurrections, acts of terrorism, threats of terrorism, civil disorder, labor strikes or disruptions, epidemics, pandemics and/or any other cause that is beyond the reasonable control of the party whose performance is affected (including mechanical, electronic, or communications failure). Contractor reserves the right to refuse to move any Prisoner for any reason. Nothing in this agreement shall be construed to obligate the Contractor to accept any move of behalf of the Department under this agreement.

Please contact me at 615-352-9798 ext. 114 with any questions and thank you again for your consideration.

Best,

Tanisha Cheek

Director of Sales & Contracts

U.S. Corrections

Phone: 615-352-9798 Ext:114

Fax: 615-352-9737

tccheek@prisonertransport.net



ACKNOWLEDGMENT OF AMENDMENTS

AMENDMENT #1
Questions & Answers for RFx3160007435
Interstate & Intrastate Prisoner Transport Services
Issue Date: July 25, 2025

All Prospective Bidders:

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Note: Pursuant to Section 1.7, page of this amendment contains a required signature line that acknowledges the amendment and must be submitted with Bidder's response packet.

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Interstate and Intrastate Prisoner Transport Services

Amendment #1 – Questions and Responses

Issue Date: July 25, 2025

Signature and Submission of Amendment #1 are required with your IFB.

Receipt for Amendment #1: 
Signature

John V Comissiong
Printed Name

08/06/2025
Date

Security Transport Services Inc
Company Name

President, Owner
Title

AMENDMENT #1
Questions & Answers for RFX3160007435
Interstate & Intrastate Prisoner Transport Services
Issue Date: July 25, 2025

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Interstate and Intrastate Prisoner Transport Services

Amendment #1 – Questions and Responses

Issue Date: July 25, 2025

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Receipt for Amendment #1: _____

Signature

Jason McNeel
Printed Name

8/6/25
Date

Site Secure Group LLC
Company Name

CEO
Title

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Interstate & Intrastate Prisoner Transport Services
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Interstate and Intrastate Prisoner Transport Services

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Signature

Joel Brasfield

Printed Name

7.31.2025

Date

US Corrections, LLC

Company Name

President & General Counsel

Title

EVALUATIONS OF BIDS (NON-SUBSTANTIVE AND SUBSTANTIVE)

Bid Opening Non-Substantive Evaluation

Name/Number of IFB: Interstate & Intrastate Prisoner Transport Services (RFx #3160007435)

Name of Vendor: Security Transport Services Inc

Date/Time Received: 8/7/2025 12:56p.m.

Date/Time of Bid Opening: Friday, August 8, 2025 @ 2 p.m.

Pass or Fail: _____

Requirement	Yes/No	Comments
Was the bid received by the deadline?	yes	
Are there one original bid and two copies of the bid?	yes	
Minimum Qualifications to be Deemed Responsive (per Section 4.3)		
Is the bid cover sheet (Attachment A) included and filled out completely?	yes	
Is the bid form (Attachment B) included, filled out completely with the pricing, and a wet signature?	yes	
Are there at least three (3) legible references included on Attachment F?	yes	
Is the Certifications and Assurances (Attachment D) included and completed?	yes	
Is the E-Verification Registration included?	yes	
Is the W-9 Form signed by Authorized Representative?	yes	
Minimum Qualifications to be Deemed Responsive (per Section 4.2)		
Has the Bidder provided similar services in requirements and scale as described in the IFB?	yes	
Has the Bidder received a minimum of six (6) points on two (2) Reference Score Sheets?	yes	
Is the Bidder qualified to do business in MS or agrees to be registered within 7 days of Notice of Intent?	yes	
Are the certifications and/or assurances verifying that the Bidder operates under the Motor Carrier Act and USDOT and MC Number included?	yes	
Is the summary of equipment/vehicle transportation that will be used in this IFB included? Summary must include the following (IFB 3160007435, 4.2.5): <input checked="" type="checkbox"/> Vehicle Make & Model <input checked="" type="checkbox"/> USDOT and MC Numbers <input checked="" type="checkbox"/> VIN <input checked="" type="checkbox"/> Tag Number <input checked="" type="checkbox"/> Odometer Reading <input checked="" type="checkbox"/> Verification of compliance with Federal guidelines with respect to locks, windows, seatbelts, biddle guard, heating and air conditioning, <input checked="" type="checkbox"/> Recent vehicle inspections	yes	
Has Bidder submitted list and resumes of key staff and supervisory personnel?	No	provided bio
Has Bidder submitted assurances and certifications for officers assigned to perform transport duties in accordance with all Federal and State requirements?	yes	

Bid Opening Non-Substantive Evaluation

Name/Number of IFB: Interstate & Intrastate Prisoner Transport Services (RFx #3160007435)

Name of Vendor: US Corrections

Date/Time Received: 8/8/2025 11:15 p.m.

Date/Time of Bid Opening: Friday, August 8, 2025 @ 2 p.m.

Pass or Fail: _____

Requirement	Yes/No	Comments
Was the bid received by the deadline?	NO	
Are there one original bid and two copies of the bid?	YES	
Did the Bidder sign Amendment Acknowledgment form?	YES	
Minimum Qualifications to be Deemed Responsive (per Section 4.3)		
Is the bid cover sheet (Attachment A) included and filled out completely?	YES	
Is the bid form (Attachment B) included, filled out completely with the pricing, and a wet signature?	YES	
Are there at least three (3) legible references included on Attachment F?	YES	
Is the Certifications and Assurances (Attachment D) included and completed?	YES	
Is the E-Verification Registration included?	YES	
Is the W-9 Form signed by Authorized Representative?	YES	
Minimum Qualifications to be Deemed Responsive (per Section 4.2)		
Has the Bidder provided similar services in requirements and scale as described in the IFB?	YES	
Has the Bidder received a minimum of six (6) points on two (2) Reference Score Sheets?	yes	
Is the Bidder qualified to do business in MS or agrees to be registered within 7 days of Notice of Intent?	YES	
Are the certifications and/or assurances verifying that the Bidder operates under the Motor Carrier Act and USDOT and MC Number included?	YES	
Is the summary of equipment/vehicle transportation that will be used in this IFB included? Summary must include the following (IFB 3160007435, 4.2.5): <input type="checkbox"/> Vehicle Make & Model <input type="checkbox"/> USDOT and MC Numbers <input type="checkbox"/> VIN <input type="checkbox"/> Tag Number <input type="checkbox"/> Odometer Reading <input type="checkbox"/> Verification of compliance with Federal guidelines with respect to locks, windows, seatbelts, biddle guard, heating and air conditioning, <input type="checkbox"/> Recent vehicle inspections	YES	Missing odometer reading Tag Numbers
Has Bidder submitted list and resumes of key staff and supervisory personnel?	YES	
Has Bidder submitted assurances and certifications for officers assigned to perform transport duties in accordance with all Federal and State requirements?	YES	

Bid Opening Non-Substantive Evaluation

Name/Number of IFB: Interstate & Intrastate Prisoner Transport Services (RFx #3160007435)

Name of Vendor: Site Secure Group LLC

Date/Time Received: 8/7/2025 2:11 p.m.

Date/Time of Bid Opening: Friday, August 8, 2025 @ 2 p.m.

Pass or Fail: _____

Requirement	Yes/No	Comments
Was the bid received by the deadline?	YES	
Are there one original bid and two copies of the bid?	YES	
Did the Bidder sign Amendment Acknowledgment form?	YES	
Minimum Qualifications to be Deemed Responsive (per Section 4.3)		
Is the bid cover sheet (Attachment A) included and filled out completely?	YES	
Is the bid form (Attachment B) included, filled out completely with the pricing, and a wet signature?	YES	
Are there at least three (3) legible references included on Attachment F?	YES	
Is the Certifications and Assurances (Attachment D) included and completed?	YES	
Is the E-Verification Registration included?	YES	
Is the W-9 Form signed by Authorized Representative?	YES	
Minimum Qualifications to be Deemed Responsive (per Section 4.2)		
Has the Bidder provided similar services in requirements and scale as described in the IFB?	NO	0 months/years provided services
Has the Bidder received a minimum of six (6) points on two (2) Reference Score Sheets?	NO	
Is the Bidder qualified to do business in MS or agrees to be registered within 7 days of Notice of Intent?	yes	
Are the certifications and/or assurances verifying that the Bidder operates under the Motor Carrier Act and USDOT and MC Number included?	NO	
Is the summary of equipment/vehicle transportation that will be used in this IFB included? Summary must include the following (IFB 3160007435, 4.2.5): <ul style="list-style-type: none"><input type="checkbox"/> Vehicle Make & Model<input type="checkbox"/> USDOT and MC Numbers<input type="checkbox"/> VIN<input type="checkbox"/> Tag Number<input type="checkbox"/> Odometer Reading<input type="checkbox"/> Verification of compliance with Federal guidelines with respect to locks, windows, seatbelts, biddle guard, heating and air conditioning,<input type="checkbox"/> Recent vehicle inspections	NO	Not actual fleet images provided NO USDOT & MC Numbers
Has Bidder submitted list and resumes of key staff and supervisory personnel?	NO	NO WORK history missing key personnel
Has Bidder submitted assurances and certifications for officers assigned to perform transport duties in accordance with all Federal and State requirements?	NO	

**Mississippi Department of Corrections
Bid Evaluation Form**

Evaluator's Name: Jason Carney

IFB Name & Number: Interstate and Intrastate Prisoner Transport Services, RFx: 3160007435

Bids Received	
Vendor 1	Site Secure Group LLC
Vendor 2	Security Transport Services
Vendor 3	U.S. Corrections

Compliance Phase

This section is used to determine whether a vendor is responsive, responsible, and/or acceptable. Requirements are not assigned a point percentage and/or score. Evaluators simply record PASS or FAIL for each numbered item. In the event that any factor receives a FAIL or for some reason can not be evaluated, an explanation of the problem or concern and the corresponding question must be evaluated and made part of the record, to include any allowable waivers or resolutions. Bids with errors that do not alter the substance of the bid can be accepted, and the procurement officer may allow the bidder to correct the problem prior to review as long as the irregularities are insignificant mistakes that can be waived or corrected without prejudice to other bidders. If any component received a FAIL (a "NO" response on any item or contains an item which for some reason cannot be evaluated, it shall be deemed as non-responsive and/or non-responsible.

REQUIREMENT	PASS (+) / FAIL (-)			COMMENTS
	VENDOR 1	VENDOR 2	VENDOR 3	
Was the bid received by the deadline?	Pass	Pass	Fail	#3 - late by 1 hour, late violation waived
Are there one original bid and two copies of the bid?	Pass	Pass	Pass	
Did the Bidder sign Amendment Acknowledgment form?	Pass	Pass	Pass	
MINIMUM QUALIFICATIONS TO BE DEEMED RESPONSIVE (per Section 4.3)				

REQUIREMENT	PASS (+) / FAIL (-)			COMMENTS
	VENDOR 1	VENDOR 2	VENDOR 3	
Is the bid cover sheet (Attachment A) included and filled out completely?	Pass	Pass	Pass	
Is the bid form (Attachment B) included, filled out completely with the pricing, and a wet signature?	Pass	Pass	Pass	
Are there at least three (3) legible references included on Attachment F?	Pass	Pass	Pass	
Is the Certifications and Assurances (Attachment D) included and completed?	Pass	Pass	Pass	
Is the E-Verification Registration included?	Pass	Pass	Pass	
Is the W-9 Form signed by Authorized Representative?	Pass	Pass	Pass	
Is the Bidder deemed Responsive?	Fail	Pass	Pass	
MINIMUM QUALIFICATIONS TO BE DEEMED RESPONSIBLE (per Section 4.2)				
Has the Bidder provided similar services in requirements and scale as described in the IFB?	Fail	Pass	Pass	
Has the Bidder received a minimum of six (6) points on two (2) Reference Score Sheets?	Fail	Pass	Pass	
Is the Bidder qualified to do business in MS or agrees to be registered within 7 days of Notice of Intent?	Pass	Pass	Pass	
Are the certifications and/or assurances verifying that the Bidder operates under the Motor Carrier Act and USDOT and MC Number included?	Fail	Pass	Pass	
Is the summary of equipment/vehicle transportation that will be used in this IFB included? Summary must include the following (IFB 3160007435, 4.2.5):	Fail	Pass	Pass	

REQUIREMENT	PASS (+) / FAIL (-)			COMMENTS
	VENDOR 1	VENDOR 2	VENDOR 3	
<input type="checkbox"/> Vehicle Make & Model <input type="checkbox"/> USDOT and MC Numbers <input type="checkbox"/> VIN <input type="checkbox"/> Tag Number <input type="checkbox"/> Odometer Reading <input type="checkbox"/> Verification of compliance with Federal guidelines with respect to locks, windows, seatbelts, biddle guard, heating and air conditioning, <input type="checkbox"/> Recent vehicle inspections	Fail	Pass	Pass	
Has Bidder submitted list and resumes of key staff and supervisory personnel?	Fail	Fail	Pass	
Has Bidder submitted assurances and certifications for officers assigned to perform transport duties in accordance with all Federal and State requirements?	Fail	Pass	Pass	
Is the Bidder deemed Responsible?	Fail	Pass	Pass	

Cost Analysis Phase. The lowest cost bid will receive the maximum 100 points allocated to cost. The point allocations for cost on the other bids will be evaluated according to the following formula:

$$\frac{\text{Price of the lowest responsive and responsible bid}}{\text{Price of the responsive and responsible bid being rated}} \times 100$$

The lowest bid will be determined by calculating the average of "Total Points Awarded". The Bidder with the highest average will be deemed the lowest responsive, responsible bids. **Bids that did not meet the minimum qualifications to be deemed Responsive AND Responsible should not be evaluated in the Cost Analysis Phase.**

BIDDER'S NAME	CATEGORY OF SERVICE	STATED COST	CALCULATED RATION (Use above formula)	Total Points Awarded
Vendor #2	Price per mile for one-way ground mileage from Point of Pickup to Drop Off – Male Offenders	2.66	.64	64.00
	Price per mile for one-way ground mileage from Point of Pickup to Drop – Female Offenders	3.06	0.56	56.00
	Price per mile for one-way ground mileage from Point of Pickup to Point of Drop Off for offenders requiring Special Needs or Medical Conditions – as outlined in the agreement	N/A	N/A	N/A
	Minimum Trip Fees per Transport	1000.00	.4	40
AVERAGE OF TOTAL POINTS AWARDED				
Vendor #3	Price per mile for one-way ground mileage from Point of Pickup to Drop Off – Male Offenders	1.70	1	100
	Price per mile for one-way ground mileage from Point of Pickup to Drop – Female Offenders	1.70	1	100
	Price per mile for one-way ground mileage from Point of Pickup to Point of Drop Off for offenders requiring Special Needs or Medical Conditions – as outlined in the agreement	4.75	1	100
	Minimum Trip Fees per Transport	400.00	1	100
AVERAGE OF TOTAL POINTS AWARDED				
	Price per mile for one-way ground mileage from Point of Pickup to Drop Off – Male Offenders			
	Price per mile for one-way ground mileage from Point of Pickup to Drop – Female Offenders			
	Price per mile for one-way ground mileage from Point of Pickup to Point of Drop Off for offenders requiring Special Needs or Medical Conditions – as outlined in the agreement			
	Minimum Trip Fees per Transport			

	AVERAGE OF TOTAL POINTS AWARDED	
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**Mississippi Department of Corrections
Bid Evaluation Form**

Evaluator's Name: John Hunt

IFB Name & Number: Interstate and Intrastate Prisoner Transport Services, RFx: 3160007435

Bids Received	
Vendor 1	Site Secure Group LLC
Vendor 2	Security Transport Services
Vendor 3	U.S. Corrections

Compliance Phase

This section is used to determine whether a vendor is responsive, responsible, and/or acceptable. Requirements are not assigned a point percentage and/or score. Evaluators simply record PASS or FAIL for each numbered item. In the event that any factor receives a FAIL or for some reason can not be evaluated, an explanation of the problem or concern and the corresponding question must be evaluated and made part of the record, to include any allowable waivers or resolutions. Bids with errors that do not alter the substance of the bid can be accepted, and the procurement officer may allow the bidder to correct the problem prior to review as long as the irregularities are insignificant mistakes that can be waived or corrected without prejudice to other bidders. If any component received a FAIL (a "NO" response on any item or contains an item which for some reason cannot be evaluated, it shall be deemed as non-responsive and/or non-responsible.

REQUIREMENT	PASS (+) / FAIL (-)			COMMENTS
	VENDOR 1	VENDOR 2	VENDOR 3	
Was the bid received by the deadline?	Pass	Pass	Fail	#3 - late by 1 hour, late violation waived
Are there one original bid and two copies of the bid?	Pass	Pass	Pass	
Did the Bidder sign Amendment Acknowledgment form?	Pass	Pass	Pass	
MINIMUM QUALIFICATIONS TO BE DEEMED RESPONSIVE (per Section 4.3)				

REQUIREMENT	PASS (+) / FAIL (-)			COMMENTS
	VENDOR 1	VENDOR 2	VENDOR 3	
Is the bid cover sheet (Attachment A) included and filled out completely?	Pass	Pass	Pass	
Is the bid form (Attachment B) included, filled out completely with the pricing, and a wet signature?	Pass	Pass	Pass	
Are there at least three (3) legible references included on Attachment F?	Pass	Pass	Pass	
Is the Certifications and Assurances (Attachment D) included and completed?	Pass	Pass	Pass	
Is the E-Verification Registration included?	Pass	Pass	Pass	
Is the W-9 Form signed by Authorized Representative?	Pass	Pass	Pass	
Is the Bidder deemed Responsive?	Fail	Pass	Pass	
MINIMUM QUALIFICATIONS TO BE DEEMED RESPONSIBLE (per Section 4.2)				
Has the Bidder provided similar services in requirements and scale as described in the IFB?	Fail	Pass	Pass	
Has the Bidder received a minimum of six (6) points on two (2) Reference Score Sheets?	Fail	Pass	Pass	
Is the Bidder qualified to do business in MS or agrees to be registered within 7 days of Notice of Intent?	Pass	Pass	Pass	
Are the certifications and/or assurances verifying that the Bidder operates under the Motor Carrier Act and USDOT and MC Number included?	Fail	Pass	Pass	
Is the summary of equipment/vehicle transportation that will be used in this IFB included? Summary must include the following (IFB 3160007435, 4.2.5):	Fail	Pass	Pass	

REQUIREMENT	PASS (+) / FAIL (-)			COMMENTS
	VENDOR 1	VENDOR 2	VENDOR 3	
<input type="checkbox"/> Vehicle Make & Model <input type="checkbox"/> USDOT and MC Numbers <input type="checkbox"/> VIN <input type="checkbox"/> Tag Number <input type="checkbox"/> Odometer Reading <input type="checkbox"/> Verification of compliance with Federal guidelines with respect to locks, windows, seatbelts, biddle guard, heating and air conditioning, <input type="checkbox"/> Recent vehicle inspections	Fail	Pass	Pass	
Has Bidder submitted list and resumes of key staff and supervisory personnel?	Fail	Fail	Pass	
Has Bidder submitted assurances and certifications for officers assigned to perform transport duties in accordance with all Federal and State requirements?	Fail	Pass	Pass	
Is the Bidder deemed Responsible?	Fail	Pass	Pass	

Cost Analysis Phase. The lowest cost bid will receive the maximum 100 points allocated to cost. The point allocations for cost on the other bids will be evaluated according to the following formula:

$$\frac{\text{Price of the lowest responsive and responsible bid}}{\text{Price of the responsive and responsible bid being rated}} \times 100$$

The lowest bid will be determined by calculating the average of "Total Points Awarded". The Bidder with the highest average will be deemed the lowest responsive, responsible bids. **Bids that did not meet the minimum qualifications to be deemed Responsive AND Responsible should not be evaluated in the Cost Analysis Phase.**

BIDDER'S NAME	CATEGORY OF SERVICE	STATED COST	CALCULATED RATION (Use above formula)	Total Points Awarded
Vendor #2	Price per mile for one-way ground mileage from Point of Pickup to Drop Off – Male Offenders	2.66	.64	64.00
	Price per mile for one-way ground mileage from Point of Pickup to Drop – Female Offenders	3.06	0.56	56.00
	Price per mile for one-way ground mileage from Point of Pickup to Point of Drop Off for offenders requiring Special Needs or Medical Conditions – as outlined in the agreement	N/A	N/A	N/A
	Minimum Trip Fees per Transport	1000.00	.4	40
AVERAGE OF TOTAL POINTS AWARDED				
Vendor #3	Price per mile for one-way ground mileage from Point of Pickup to Drop Off – Male Offenders	1.70	1	100
	Price per mile for one-way ground mileage from Point of Pickup to Drop – Female Offenders	1.70	1	100
	Price per mile for one-way ground mileage from Point of Pickup to Point of Drop Off for offenders requiring Special Needs or Medical Conditions – as outlined in the agreement	4.75	1	100
	Minimum Trip Fees per Transport	400.00	1	100
AVERAGE OF TOTAL POINTS AWARDED				
	Price per mile for one-way ground mileage from Point of Pickup to Drop Off – Male Offenders			
	Price per mile for one-way ground mileage from Point of Pickup to Drop – Female Offenders			
	Price per mile for one-way ground mileage from Point of Pickup to Point of Drop Off for offenders requiring Special Needs or Medical Conditions – as outlined in the agreement			
	Minimum Trip Fees per Transport			

	AVERAGE OF TOTAL POINTS AWARDED	
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**Mississippi Department of Corrections
Bid Evaluation Form**

Evaluator's Name: Trina Burris

IFB Name & Number: Interstate and Intrastate Prisoner Transport Services, RFx: 3160007435

Bids Received	
Vendor 1	Site Secure Group LLC
Vendor 2	Security Transport Services
Vendor 3	U.S. Corrections

Compliance Phase

This section is used to determine whether a vendor is responsive, responsible, and/or acceptable. Requirements are not assigned a point percentage and/or score. Evaluators simply record PASS or FAIL for each numbered item. In the event that any factor receives a FAIL or for some reason can not be evaluated, an explanation of the problem or concern and the corresponding question must be evaluated and made part of the record, to include any allowable waivers or resolutions. Bids with errors that do not alter the substance of the bid can be accepted, and the procurement officer may allow the bidder to correct the problem prior to review as long as the irregularities are insignificant mistakes that can be waived or corrected without prejudice to other bidders. If any component received a FAIL (a "NO" response on any item or contains an item which for some reason cannot be evaluated, it shall be deemed as non-responsive and/or non-responsible.

REQUIREMENT	PASS (+) / FAIL (-)			COMMENTS
	VENDOR 1	VENDOR 2	VENDOR 3	
Was the bid received by the deadline?	Pass	Pass	Fail	#3 - late by 1 hour, late violation waived
Are there one original bid and two copies of the bid?	Pass	Pass	Pass	
Did the Bidder sign Amendment Acknowledgment form?	Pass	Pass	Pass	
MINIMUM QUALIFICATIONS TO BE DEEMED RESPONSIVE (per Section 4.3)				

REQUIREMENT	PASS (+) / FAIL (-)			COMMENTS
	VENDOR 1	VENDOR 2	VENDOR 3	
Is the bid cover sheet (Attachment A) included and filled out completely?	Pass	Pass	Pass	
Is the bid form (Attachment B) included, filled out completely with the pricing, and a wet signature?	Pass	Pass	Pass	
Are there at least three (3) legible references included on Attachment F?	Pass	Pass	Pass	
Is the Certifications and Assurances (Attachment D) included and completed?	Pass	Pass	Pass	
Is the E-Verification Registration included?	Pass	Pass	Pass	
Is the W-9 Form signed by Authorized Representative?	Pass	Pass	Pass	
Is the Bidder deemed Responsive?	Fail	Pass	Pass	
MINIMUM QUALIFICATIONS TO BE DEEMED RESPONSIBLE (per Section 4.2)				
Has the Bidder provided similar services in requirements and scale as described in the IFB?	Fail	Pass	Pass	
Has the Bidder received a minimum of six (6) points on two (2) Reference Score Sheets?	Fail	Pass	Pass	
Is the Bidder qualified to do business in MS or agrees to be registered within 7 days of Notice of Intent?	Pass	Pass	Pass	
Are the certifications and/or assurances verifying that the Bidder operates under the Motor Carrier Act and USDOT and MC Number included?	Fail	Pass	Pass	
Is the summary of equipment/vehicle transportation that will be used in this IFB included? Summary must include the following (IFB 3160007435, 4.2.5):	Fail	Pass	Pass	

REQUIREMENT	PASS (+) / FAIL (-)			COMMENTS
	VENDOR 1	VENDOR 2	VENDOR 3	
<input type="checkbox"/> Vehicle Make & Model <input type="checkbox"/> USDOT and MC Numbers <input type="checkbox"/> VIN <input type="checkbox"/> Tag Number <input type="checkbox"/> Odometer Reading <input type="checkbox"/> Verification of compliance with Federal guidelines with respect to locks, windows, seatbelts, biddle guard, heating and air conditioning, <input type="checkbox"/> Recent vehicle inspections	Fail	Pass	Pass	
Has Bidder submitted list and resumes of key staff and supervisory personnel?	Fail	Fail	Pass	
Has Bidder submitted assurances and certifications for officers assigned to perform transport duties in accordance with all Federal and State requirements?	Fail	Pass	Pass	
Is the Bidder deemed Responsible?	Fail	Pass	Pass	

Cost Analysis Phase. The lowest cost bid will receive the maximum 100 points allocated to cost. The point allocations for cost on the other bids will be evaluated according to the following formula:

$$\frac{\text{Price of the lowest responsive and responsible bid}}{\text{Price of the responsive and responsible bid being rated}} \times 100$$

The lowest bid will be determined by calculating the average of "Total Points Awarded". The Bidder with the highest average will be deemed the lowest responsive, responsible bids. **Bids that did not meet the minimum qualifications to be deemed Responsive AND Responsible should not be evaluated in the Cost Analysis Phase.**

BIDDER'S NAME	CATEGORY OF SERVICE	STATED COST	CALCULATED RATION (Use above formula)	Total Points Awarded
Vendor #2	Price per mile for one-way ground mileage from Point of Pickup to Drop Off – Male Offenders	2.66	.64	64.00
	Price per mile for one-way ground mileage from Point of Pickup to Drop – Female Offenders	3.06	0.56	56.00
	Price per mile for one-way ground mileage from Point of Pickup to Point of Drop Off for offenders requiring Special Needs or Medical Conditions – as outlined in the agreement	N/A	N/A	N/A
	Minimum Trip Fees per Transport	1000.00	.4	40
AVERAGE OF TOTAL POINTS AWARDED				
Vendor #3	Price per mile for one-way ground mileage from Point of Pickup to Drop Off – Male Offenders	1.70	1	100
	Price per mile for one-way ground mileage from Point of Pickup to Drop – Female Offenders	1.70	1	100
	Price per mile for one-way ground mileage from Point of Pickup to Point of Drop Off for offenders requiring Special Needs or Medical Conditions – as outlined in the agreement	4.75	1	100
	Minimum Trip Fees per Transport	400.00	1	100
AVERAGE OF TOTAL POINTS AWARDED				
	Price per mile for one-way ground mileage from Point of Pickup to Drop Off – Male Offenders			
	Price per mile for one-way ground mileage from Point of Pickup to Drop – Female Offenders			
	Price per mile for one-way ground mileage from Point of Pickup to Point of Drop Off for offenders requiring Special Needs or Medical Conditions – as outlined in the agreement			
	Minimum Trip Fees per Transport			

	AVERAGE OF TOTAL POINTS AWARDED	
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REFERENCE CHECKS

Attachment G: Reference Score Sheet

[To Be Completed by MDOC Only]

Bidder Name: U.S. Corrections, LLC

Reference Name: Louisiana Board of Pardons & Parole

Person Contacted, Title/Position: Amanda Monistere

Date/Time Contacted: 08/11/26 @ 2:20 p.m.

Service From/To Date: _____

Were they able to provide the services when called?	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Were you satisfied with the services provided, if any? If not, please explain.	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Was the vendor easy to work with when scheduling services?	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Were the services provided on time and within budget?	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Did the vendor listen and readily offer a solution if you had an issue? (If you never had an issue, please check here ____). N/A	<input type="radio"/> Yes	<input type="radio"/> No
Would you enter into a contract with them again?	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Would you recommend them?	<input checked="" type="radio"/> Yes	<input type="radio"/> No

Each "yes" is one point; each "no" is zero points. Bidder must have a minimum average score of "6" from two references (total of "12" points) to be considered responsible and for its bid to be considered.

Score: PASS or FAIL

Do you have any business professional or personal interest in the bidder's organization? If yes, please explain.	<input type="radio"/> Yes	<input checked="" type="radio"/> No
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Notes:

Pricing issue - Pricing went up significantly.
Trying to phase out of using them due to financial
Reasons.

Called by:

Crystal T. Henry
Signature

Project Mgr II
Title

8/11/26
Date

Attachment G: Reference Score Sheet

[To Be Completed by MDOC Only]

Bidder Name: U.S. CORRECTIONS, LLC.

Reference Name: Ohio Department of Rehabilitation & Correction

Person Contacted, Title/Position: Chris Gerren

Date/Time Contacted: 08/11/25 @ 2:15 p.m.

Service From/To Date: _____

Were they able to provide the services when called?	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Were you satisfied with the services provided, if any? If not, please explain.	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Was the vendor easy to work with when scheduling services?	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Were the services provided on time and within budget?	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Did the vendor listen and readily offer a solution if you had an issue? (If you never had an issue, please check here ____).	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Would you enter into a contract with them again?	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Would you recommend them?	<input checked="" type="radio"/> Yes	<input type="radio"/> No

Each "yes" is one point; each "no" is zero points. Bidder must have a minimum average score of "6" from two references (total of "12" points) to be considered responsible and for its bid to be considered.

Score: PASS or FAIL

Do you have any business professional or personal interest in the bidder's organization? If yes, please explain.	<input type="radio"/> Yes	<input checked="" type="radio"/> No
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Notes:

Very high volume client. Been doing business with
them about 20 yrs Very helpful.

Called by:

Crystal T. Fleming Project Mgr II _____
Signature Title Date

Attachment G: Reference Score Sheet

[To Be Completed by MDOC Only]

Bidder Name: Security Transport Services, Inc

Reference Name: Green County, Missouri

Person Contacted, Title/Position: Cindy Scott

Date/Time Contacted: 08/11/25 @ 2:00 p.m.

Service From/To Date: _____

Were they able to provide the services when called?	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Were you satisfied with the services provided, if any? If not, please explain.	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Was the vendor easy to work with when scheduling services?	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Were the services provided on time and within budget?	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Did the vendor listen and readily offer a solution if you had an issue? (If you never had an issue, please check here ____).	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Would you enter into a contract with them again?	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Would you recommend them?	<input checked="" type="radio"/> Yes	<input type="radio"/> No

Each "yes" is one point; each "no" is zero points. Bidder must have a minimum average score of "6" from two references (total of "12" points) to be considered responsible and for its bid to be considered.

Score: PASS or FAIL

Do you have any business professional or personal interest in the bidder's organization? If yes, please explain.	<input type="radio"/> Yes	<input checked="" type="radio"/> No
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Notes:

Client was very excited and satisfied with the
services the vendor provided.

Called by:

Crystal T. Sperry Project Manager II 8/11/25
Signature Title Date

Attachment G: Reference Score Sheet

[To Be Completed by MDOC Only]

Bidder Name: Security Transport Services, Inc.

Reference Name: Commonwealth of Pennsylvania, Board of Probation & Parole

Person Contacted, Title/Position: Charles A. Eckert, Manager

Date/Time Contacted: 1st Attempt: 08/11/25 - No Answer
2nd 8/12/25

Service From/To Date: _____

Were they able to provide the services when called?	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Were you satisfied with the services provided, if any? If not, please explain.	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Was the vendor easy to work with when scheduling services?	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Were the services provided on time and within budget?	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Did the vendor listen and readily offer a solution if you had an issue? (If you never had an issue, please check here ____).	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Would you enter into a contract with them again?	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Would you recommend them? <u>Declined to answer either way</u>	<input type="radio"/> Yes	<input type="radio"/> No

Each "yes" is one point; each "no" is zero points. Bidder must have a minimum average score of "6" from two references (total of "12" points) to be considered responsible and for its bid to be considered.

Score: PASS or FAIL

Do you have any business professional or personal interest in the bidder's organization? If yes, please explain.	<input type="radio"/> Yes	<input checked="" type="radio"/> No
------------------------------------------------------------------------------------------------------------------	---------------------------	-------------------------------------

Notes:

Satisfied with performance. Noted as a state employee that he could not recommend but stated that they met all acceptable requirements to be considered for contract again.

Called by:

Crystal T. Zieming
Signature

Project Manager II
Title

8/13/25
Date

NOTICE
OF
INTENT TO
AWARD



**STATE OF MISSISSIPPI
DEPARTMENT OF CORRECTIONS
BURL CAIN
COMMISSIONER**

Notice of Intent to Award

September 5, 2025

Procurement Type and Number	Invitation for Bid RFx 3160007435
Procurement Title	Invitation for Bids (IFB) for Interstate and Intrastate Prisoner Transport Services
Opening Date and Time	August 8, 2025, at 2:00 pm CST

The following vendors submitted responses to the above solicitation:

- Security Transport Services, Inc.
- Site Secure Group, LLC
- U.S. Corrections

The following vendor was considered non-responsible and has been notified separately of the reasons thereof:

- Site Secure Group, LLC

The Mississippi Department of Correction announce our intent to award a contract to the following vendor upon approval by the Public Procurement Review Board and completion of successful contract negotiations:

- U.S. Corrections

We would like to sincerely thank each vendor for your time and efforts in preparing a response to this solicitation. We appreciate your hard work and patience you all demonstrated during the solicitation process.

We invite you to contact Crystal T. Henry, Ph.D., Project Manager II at procurement@mdoc.state.ms.us, with the subject RFx 3160007435, if you would like to request a post-award vendor debriefing , you may have a debriefing where we can provide any applicable information about your response including significant weaknesses or deficiencies, technical ratings, and overall ranking specific to your company's response. The debriefing is a meeting and not a hearing; therefore, legal representation is not required. However, if you prefer to have legal

(3) business days after the issuance of this notice or no later than close of business on Wednesday, September 10, 2025.

Vendors are reminded that any requests for reconsideration of this decision must be submitted to Crystal T. Henry, Ph.D., Project Manager II and Amy Gamble, Director of OPSCR, within three (3) business days following issuance of the Notice of Intent to Award. Vendors may reference the *Public Procurement Review Board Office of Personal Service Contract Review Rules and Regulations*, 12 Miss. Admin. Code Pt. 9, R. 5.6.3 for instructions on how to make a request for reconsideration. Vendors are reminded that the Agency Procurement File is available on the Agency website at www.mdoc.ms.gov/general-public/procurement.

The successful vendor is instructed not to begin work, purchase materials, or enter into subcontracts relating to the project or services until execution of the contract.

We appreciate your interest in doing business with the State of Mississippi.

Sincerely,



Courtney E. Cockrell
Deputy General Counsel
Mississippi Department of Corrections
301 N. Lamar Street
Jackson, MS 39201



GENERAL PUBLIC

Public Records Requests

Related Legislation

Procurement

Monthly Fact Sheets (2001-2025)

Daily Inmate Population (2021-2025)

Net Admissions by Fiscal Year (2006-2022)

Annual Reports

Criminal Justice Reform Reports

PREA Audit Reports

COVID-19 Information and Updates

Death Row

Current Death Row Demographics

PROCUREMENT

Request for Quotes Formal (RFQF)

Invitation for Bid (IFB)

- IFB 3160007531 Guard Services - Medical
 - 3160007531 Amendment 1 - Questions and Answers
- IFB 3160007435 Prisoner Transport Services
 - RFx3160007435 Amendment 1 - Questions and Answers
 - RFx3160007435 Notice to Award
- IFB 3160007102 Transitional Housing Services
 - 3160007102 Transitional Housing IFB - Amendment 1
 - 3160007102 Transitional Housing IFB Amendment 2 - Calendar of Events Revision
 - 3160007102 Notice of Intent to Award with Exhibit
 - 3160007102 Agency Procurement File
 - 3160007102 Request for Reconsideration Response - Sober Living
 - 3160007102 Agency Procurement File UPDATED
 - 3160007102 Notice of Contract Award
- IFB 3160006069 Commercial Washers and Dryers
 - IFB 3160006069-Intent to Award
 - IFB 316006069-Notice to Bidders and Withdrawal

Major Procurement Category:

Sub Procurement Category:

Status:

Closed

RFX #:

Smart Number:

Dept/Agency:

RFX Type:

CANCEL

CLEAR

SEARCH

Agency	Smart Number	RFX Number	Description	Status	Advertised Date	Submission Date	RFX Opening Date	
MS DEPT OF CORRECTIONS	1551-25-R-IFBD-00020	3160007435	Major Procurement PERSONNEL SERVICES NON-IT The Mississippi Department of Corrections (MDOC) is requesti... Attachment - Amendment 1- Questions & Answers Attachment - Notice of Intent to Award Attachment - Prisoner Transport Services 3160007435	Closed	06/24/2025	08/08/2025	08/08/2025	View Contact

Back to top

Resources

- MS.GOV

MS DEPT of Information Technology Services (ITS)

Mississippi's Chosen Payment Network

Paymode
- MS DFA: Bureau of Building

MS DFA: Office of Purchasing

MS DFA: Office of Personal Service Contract Review

Mississippi Management and Reporting System
- Statewide Contract Item Catalog

MS.Gov Help Portal



FileMessageHelpAcrobatTell me what you want to do

IgnoreDeleteArchiveReplyReply AllForwardMore

DeleteRespond

Move to: ?To ManagerTeam EmailDoneReply & DeleteCreate New

Quick Steps

MoveRulesOneNoteActions

Move

Mark UnreadCategorizeTagsFollow Up

Tags

TranslateFindRelatedSelect

Editing

Read AloudZoom

SpeechZoom

Fri 9/5/2025 2:03 PM

Procurement

RFX 3160007435 Notice of Intent to Award

To 'Pres-owner'

PDF

Notice of Intent to Award.pdf

97 KB

Good afternoon,

Please see the attached notice regarding RFX3160007435, IFB for Interstate and Intrastate Prisoner Transport Services.

Crystal T. Henry, Ph.D.

Project Manager II, Legal Department

Mississippi Department of Corrections

301 N. Lamar Street

Jackson, MS 39201

(P) 601- 359-5655

(F) 601-359-5735

2:11 PM

9/5/2025

FileMessageHelpAcrobatTell me what you want to do

IgnoreDeleteArchiveReplyReply AllForwardMore

DeleteRespond

Move to: ?To ManagerTeam EmailDoneReply & DeleteCreate New

Quick Steps

MoveRulesOneNoteActions

Move

Mark UnreadCategorizeTagsFollow Up

Tags

TranslateFindRelatedSelect

Editing

Read AloudZoom

SpeechZoom

Fri 9/5/2025 2:03 PM

Procurement

RFX 3160007435 Notice of Intent to Award

To jmcneel@sitesecuregroup.com

PDF

Notice of Intent to Award.pdf

97 KB

Good afternoon,

Please see the attached notice regarding RFX3160007435, IFB for Interstate and Intrastate Prisoner Transport Services.

Crystal T. Henry, Ph.D.

Project Manager II, Legal Department

Mississippi Department of Corrections

301 N. Lamar Street

Jackson, MS 39201

(P) 601- 359-5655

(F) 601-359-5735

2:09 PM

9/5/2025

P

RFx3160007435 Notice of Intent to Award

 Notice of Intent to Award.pdf 97 KB

Please see the attached notice regarding RFX3160007435, IFB for Interstate and Intrastate Prisoner Transport Services.

