STATE OF MISSISSIPPI
Department of Corrections
BURL CAIN
COMMISSIONER

INVITATION FOR BIDS
Employee Assistance Program With Mobile Tool

AMENDMENT NO. 2

Amendment No. 2 addresses questions submitted regarding the solicitation.

Failure to submit this acknowledgement may result in rejection of your bid.

Acknowledged by (Signature): _____

Printed Name: _____

Company and Title: _____

Date: _____

#	QUESTIONS	ANSWERS	IFB SECTION #, IF APPLICABLE
1.	Will you accept electronic signatures on all proposal forms?	Yes	N/A
2.	Who is the current EAP provider and how long have they been providing services to the organization?	The Counseling Center. Providing services since October 2010.	N/A
3.	Please confirm that pricing should be based on 2,000 employees.	Yes	Appendix B: Bid Form

4.	Do you have employees who reside in California? If yes, how many employees?	No. The Mississippi Department of Corrections (MDOC) is responsible for the administration and operation of correctional facilities within the State of Mississippi.	Section 1.1
5.	What is the current number of counseling sessions allowed per member per issue per year?	Three (3) sessions. Further sessions are billed under the employee's health insurance plan.	N/A
6.	Please provide the current rate and a rate history throughout the contract term for the EAP.	The current flat fee rate is Twenty-Five Thousand Dollars ($25,000.00) annually.	N/A
7.	How many hours of the following services are included within the current EAP contract per year? • Onsite training/orientation/educational seminars • Onsite health fair/event participation • Onsite critical incident support events (# events/# hours) • Webinar training	This information is unavailable.	N/A
8.	How many total hours of the following services were utilized in each of the last two (2) years? • Onsite training/orientation/educational seminars • Onsite health fair/event participation • Onsite critical incident support events (# events/# hours) • Webinar training	This information is unavailable.	N/A
9.	Please provide copies of 2024 and 2025 EAP utilization reports.	This information is unavailable.	N/A
10.	If reports are not available, please provide the following for each of the last 2 years.	Future reports will be based on approximately 2000 employees.	Appendix B: Bid Form

	• Number of employees on which the report is based • Total number of clinical cases • Total number of work-life cases • Total number of clinical sessions	Information is unavailable for the number of clinical cases. Work-life cases, and clinical sessions.	
11.	On a scale of 1-5 with 5 being the highest, how would you rate your current vendor?	This information is unavailable.	N/A
12.	What are the three components that are most important to you in an EAP?	*See* Required Minimum Qualification	Section 4.6.2
13.	How many employees covered under the EAP fall under Department of Transportation (DOT) regulations?	Not Applicable. This solicitation is for the Mississippi Department of Corrections.	Section 1.1
14.	Are DOT Substance Abuse Professional (SAP) evaluations included within the EAP contract? If yes, is there a cap on the number of evaluations included each year within the EAP rate or are evaluations provided on a fee-for-service basis?	Not Applicable. The Mississippi Department of Corrections (MDOC) is responsible for the administration and operation of correctional facilities within the State of Mississippi.	Section 1.1
15.	How many DOT Substance Abuse Professional (SAP) evaluations were used in each of the past two years?	This solicitation is for the Mississippi Department of Corrections.	Section 1.1
16.	Please confirm whether the only hard-copy submissions required to be mailed to the Mississippi Department of Corrections are the original proposal and, if applicable, a redacted copy. Are any additional hard copies required? The RFP does not appear to specify any other hard-copy submission requirements. Please clarify the	The Invitation For Bids (IFB) states that each bid submission shall contain the following: • Appendix B - Cover Sheet & Quote Form • Copy of a valid Licenses for Social Worker(s), Professional Counselor(s), Marriage and	Sections 5.2 & 5.3

	required number and type of copies, if any, that must be mailed.	Family Counselor(s), or Clinical Psychologist. In addition to the complete unredacted version of its bid, each Bidder shall also submit a public copy of the bid in which the information the Bidder deems confidential commercial and financial information and/or trade secrets is redacted in black. See Mississippi Code Annotated §§ 25-61-9, 75-26-1 through 75-26-19, and 79-23-1.	