

# INVITATION FOR BIDS

IFB No. 2026-01

RFx: 3160007832

## *Psychology Services*



**Ellisville State School  
Administration Building I  
1101 Highway 11 South  
Ellisville, Mississippi 39437-4444**

Issue Date:  
January 7, 2026

Closing Date:  
**February 20, 2026, at 4:30 pm CST**

Contact:  
Beverly Rogers  
beverly.rogers@ess.ms.gov  
(601) 477-5615

## Section 1 – Authority, Purpose and Background

Ellisville State School (hereinafter “Agency”) has issued this solicitation for the purpose of soliciting sealed bids from qualified providers to provide **Psychology services, where indicated**.

**Section 1.1 Background:** Ellisville State School is a state operated regional program providing comprehensive services to Persons Served with intellectual and developmental disabilities. The program is under the jurisdiction of the Mississippi Board of Mental Health. Administratively, it is in the Bureau of Intellectual and Developmental Disabilities division of the Mississippi Department of Mental Health. “Agency” offers services to people in a residential setting and provides an array of programs and services in the community through the Community Services System. “Agency” serves approximately 240 people on the main campus and additional Persons Served in the community. It is the goal of “Agency” to provide each person with the appropriate services so that each will develop to the maximum of his or her potential. The program desires through treatment and training to place each person in his or her least restrictive environment. This goal is consistent with state and national policy regarding service programs for Persons Served with intellectual and developmental disabilities.

It is the intent of the “Agency” to award one contract to the lowest and best bid. However, the “Agency” reserves the right to award in the best interest of the Agency.

## Section 2 – Timeline

IFB Issue Date	January 7, 2026
<b>Questions and Requests for Clarification</b>	<b>January 16, 2026</b>
Response to Questions/Clarifications	January 26, 2026 by 4:30pm CST
<b>Bid Package Submission Deadline</b>	<b>February 20, 2026 by 4:30 pm, CST</b>
Bid Opening	February 23, 2026 at 10:00 am, CST
<i>Notice of Intent to Award</i>	February 24, 2026
Request for Reconsideration of the <i>Intent to Award</i>	March 03, 2026
<b>Anticipated Contract Start</b>	<b>July 01, 2026</b>

## Section 3 – Questions/Clarifications and Response

**3.1** Bidders must carefully review this solicitation, the contract, risk management provisions, and all attachments for defects, questionable, or objectionable material. Following review, vendors may have questions to clarify or interpret the IFB in order to submit the best bid possible. To accommodate the questions and requests for clarifications, vendors shall submit any such questions via email **no later than January 16, 2026**. Vendors must email all questions to Beverly Rogers, Bid Coordinator at **beverly.rogers@ess.ms.gov**

**3.2** It is the vendor’s responsibility to make sure questions are submitted on time. The Agency may not answer questions submitted after the deadline. The identity of the organization submitting the question(s) will not be revealed.

**3.3** “Agency” will publish all questions and answers on the ESS website and the procurement portal so that all vendors have the same information.

**ESS website:** <https://www.ess.ms.gov/request-proposals-projects-and-services>

“Procurement portal” refers to: [https://www.ms.gov/dfa/contract bid search/Home/Buy](https://www.ms.gov/dfa/contract_bid_search/Home/Buy)

**3.4** The agency will not be bound by any verbal or written information that is not contained within this IFB unless formally noticed and issued by the contact person as an IFB amendment. Bidders are cautioned that any statements made by agency personnel that materially change any portion of the bid document shall not be relied upon unless subsequently ratified by a formal written amendment to the bid document.

**3.5** All vendor communications regarding this IFB must be directed to the Bid Coordinator. Unauthorized contact regarding the IFB with other employees of the agency may result in the vendor being disqualified, and the vendor may also be suspended or disbarred from the State.

**3.6 Acknowledgement of Amendments:** Should an amendment to the IFB be issued, it will be posted on the Mississippi Contract/Procurement Opportunity Search Portal website and the agency's website in a manner that all bidders will be able to view. Further, bidders must acknowledge receipt of any amendment to the solicitation by signing and returning the amendment with the bid package, by identifying the amendment number and date in the space provided for this purpose on the bid form, or by letter. The acknowledgment should be received by the agency by the time, date, and at the place specified for receipt of bids. It is the bidder’s sole responsibility to monitor the websites for any updates or amendments to the IFB.

**3.7 Cancellation of Solicitation or Rejection of Individual Bids**

At ESS’s sole discretion, an IFB may be canceled or any or all responses to the solicitation may be rejected, in whole or in part, when ESS determines that it is in the Agency’s best interest to do so.

**3.8 Contract Rights**

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

**Section 4 – Scope of Work**

**4.1** Vendor shall perform and complete in a timely and satisfactory manner the services described in **Attachment I: Scope of Work**, which is attached hereto and made a part hereof by reference.

**4.1.1 Location of Work:** The work is to be performed, completed, and managed at the following location(s): “Agency”, Main Campus, located at 1101 Highway 11 South, Ellisville, MS 39437 and Community Homes, as needed (see **Attachment K – ESS Community Homes**), as well as **South Mississippi Regional Center**, 1170 West Railroad St, Long Beach, MS 39560 as well as affiliated Community Homes as needed. (see **Attachment J – SMRC Community Homes**)

**4.2 Compliance with Contracting Agency Policies:**

- 4.2.1** Assign a Vendor Account Representative to work directly with the Contracting Agency Representative.
- 4.2.2** Ensure all Vendor personnel are well-groomed and in uniform or have visible identification at all times. Uniforms and/or dress code shall be inclusive of, but not limited to, neat and clean company uniforms with visible company logo appropriately and easily identifiable. Vendor identification badges as well as personal identification of the individual employee shall be worn and clearly visible while on state property. Vendor personnel may be required to provide photographic identification for inspection upon entering state facilities.
- 4.2.3** State facilities are non-smoking. The use of tobacco products is prohibited, except within designated smoking areas.
- 4.2.4** The Vendor and its personnel shall not possess illegal drug or alcohol on State property. The Vendor and its personnel shall not consume any unlawful or illegally obtained drug or alcoholic beverage while on duty.
- 4.2.5** The Vendor's employees must avoid using foul, abusive, or profane language on state property.
- 4.2.6** The Contracting Agency reserves the right to inspect and search Vendor personnel and/or vehicles anytime while on facility grounds.
- 4.2.7** Vendor personnel may be required to show photo identification to enter facilities or wear visible, Agency-approved ID badges at all times while on State property. Some facilities require sign-in and sign-out at certain facilities/buildings.
- 4.2.8** Be responsible for all damages and shall be held responsible for replacing or repairing any damage due to negligence on the part of the Vendor or Vendor personnel to any person(s) and/or property. The Vendor shall replace and repair any damage to any building or property, including but not limited to the replacement of any cracked or broken concrete (sidewalks, curbs, etc.) caused by on-site activities. The contracting Agency may withhold payment or make such deductions as deemed necessary to ensure reimbursement or replacement for loss or damage to property.
- 4.2.9** Exercise precautions at all times for the protection of people (including employees) and property. The Vendor shall make such investigations to enable them to fully understand the facilities, difficulties, and restrictions attending the execution of the work on-site. The project shall always be properly supervised and adequately manned by an experienced crew of an appropriate size. All work shall be accomplished by skilled workers familiar with and trained to do this type of work. Workers shall be qualified to operate and/or use the equipment necessary to accomplish this work. The Vendor shall be responsible for the supervision and direction of the work performed by its personnel. The Vendor shall be responsible for instructing its personnel in all safety measures. All equipment used by the Vendor shall be maintained in safe operating condition at all times and be free from defects or wear that may in any way constitute a hazard to any person or persons on state property. All incidents involving agency property or personnel shall be reported to the designated agency contact immediately upon occurrence.

- 4.2.10** All firearms and weapons must be signed-in and out, at guard shack, until end of workday/work shift.
- 4.2.11** Abide by all State and/or agency policies, procedures, ordinances, and/or laws pertaining to the Contracting Agency's operation at all times, including but not limited to the items listed above. Deviations from these policies by the Vendor or its personnel will not be tolerated and will be considered grounds for contract termination.
- 4.2.12** Perform all services provided in the contract between the bidder/Vendor and the Contracting Agency in accordance with customary and reasonable industry standards as well as in strict conformance to all laws, statutes, and ordinances and the applicable rules, regulations, methods and procedures of all government boards, bureaus, offices, and other agents. The Vendor shall be responsible for the complete performance of all work; for the methods, means, and equipment used; and for furnishing all materials, tools, apparatus, and property of every description used in connection therewith. No statement within this IFB shall negate compliance with any applicable governing regulation. The absence of detail specifications or the omission of detail description shall be recognized as meaning that only the best commercial practices are to prevail, and that only first quality materials and workmanship are to be used.

#### **4.3 Vendors should:**

- 4.3.1** Administer and maintain all employment and payroll records, payroll processing, and payment of payroll checks and taxes, including the deductions required by state, federal, and local laws such as social security and withholding taxes for their business and employees;
- 4.3.2** Make all unemployment compensation contributions as required by federal and state law(s) and process claims as required for their business and employees;
- 4.3.3** Perform a background check and/or drug screening prior to placement at the Agency, verify and/or provide the results; and,
- 4.3.4** Replace immediately, at no additional expense to the Contracting Agency, any employee performing unsatisfactorily.

### **Section 5 - Basis for Award**

#### **5.1 According to PPRB OPSCR Rules and Regulations Effective September 6, 2024-3.4.1 Invitation for Bids**

An Invitation for Bids ("IFB") is the statutorily preferred method of procurement. The Agency provides a detailed scope of services and the minimally acceptable vendor qualifications. The Agency is required to contract with the responsive and responsible vendor(s) who submitted the lowest bid price(s). An IFB requires that the Agency use objective factors to determine whether the vendor is responsive, responsible, and submitted the lowest bid.

**5.2** The agency 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 bidder with the bid for the agency to properly evaluate the bid, the agency has the right to require such additional information as it may deem necessary

after the time set for receipt of bids, provided that the information requested does not change the price, quality, quantity, delivery, or performance time of the services being procured.

**5.3** The agency intends to award one (1) contract to provide the services described in this IFB to the lowest responsible and responsive bidder. The number of awards is at the sole discretion of the Agency.

### **Section 6 – Minimum Bidder Qualifications**

The vendor must have:

**6.1 Prior Experience:** Vendor must have been in business and provided services similar in requirements and scale to those described in this IFB for a minimum of five (5) years.

**6.2 Required Certification, Accreditation, and/or Licenses:** Vendor shall provide copies of all valid licenses and certificates required for performance of the work. The copies shall be delivered to the agency no later than ten days after Vendor receives the Notice of Intent to Award from the agency. Current copies of licenses and certificates shall be provided to the agency within twenty-four hours of demand at any time during the contract term. The Vendor must possess and maintain the minimum vendor certifications, accreditations, and/or licensures described in this IFB, by way of illustration and no limitation, the following:

1. A business license valid in the State of Mississippi - <https://www.ms.gov/sos/onestopshop>
2. A professional license or certificate in the industry field, if required for this bid.

**6.3** The bidder may be required before the award of any contract to show to the complete satisfaction of the agency that it has the necessary facilities, ability, and financial resources to provide the service specified therein in a satisfactory manner. The bidder may also be required to give a past history and references in order to satisfy the agency in regard to the bidder's qualifications. The agency may make reasonable investigations deemed necessary and proper to determine the ability of the bidder to perform the work, and the bidder shall furnish to the agency all information for this purpose that may be requested. The agency reserves the right to reject any bid if the evidence submitted by, or investigation of, the bidder fails to satisfy the agency that the bidder is properly qualified to carry out the obligations of the contract and to complete the work described therein. Evaluation of the bidder's qualifications shall include:

1. the ability, capacity, skill, and financial resources to perform the work or provide the service required;
2. the ability of the bidder to perform the work or provide the service promptly or within the specified time, without delay or interference;
3. the character, integrity, reputation, judgment, experience, and efficiency of the bidder; and,
4. the quality of performance of previous contracts or services.

### **Section 7 – Duration**

Pending Public Procurement Review Board approval, the estimated period of performance of any contract resulting from this IFB is tentatively scheduled to begin on or about July 01, 2026, and to end on June 30, 2027. Upon written agreement of both parties at least thirty (30) days prior to each contract anniversary date, the contract may be renewed by the Agency for a period of four (4) successive one-year period(s) under the same prices, terms, and conditions as in the original contract. The total number of renewal years permitted shall not exceed four (4).

## **Section 8 – Bid Submission Requirements**

### **8.1 Submission Format**

Vendors must submit all the documents listed below with their bid. Only the information on the Bid Form and the required attachments will be used to evaluate bids. Incomplete bids may be rejected.

### **The bid package must include:**

- Bid Cover Sheet (**Attachment A**)
- Bid Form (**Attachment B**)  
All pricing must be entered on the form. The Bid Form must be signed by someone authorized to sign contracts for the company.
- References (**Attachment C**)
- References Score Sheet (**Attachment D**)
- Acknowledgement of all IFB Amendments that may be issued before the closing date.  
See **Section 3.6 Acknowledgement of Amendments**: Should an amendment to the IFB be issued, it will be posted on the Mississippi Contract/Procurement Opportunity Search Portal website and the agency's website in a manner that all bidders will be able to view. Further, bidders must acknowledge receipt of any amendment to the solicitation by signing and returning the amendment with the bid package, by identifying the amendment number and date in the space provided for this purpose on the bid form, or by letter. The acknowledgment should be received by the agency by the time, date, and at the place specified for receipt of bids. It is the bidder's sole responsibility to monitor the websites for any updates or amendments to the IFB. (in addition: Bid Coordinator will email all bidders of any amendments issued)
- Certifications & Assurances (**Attachment E**)
- Release of Bid as Public Record (**Attachment F**)

**8.1.3 References (Attachment C)** - each bidder must furnish a listing of **at least** three (3) trade references along with the contact person, address, and phone number for each. These references must be familiar with the bidder's abilities in the areas involved with this solicitation. Agency staff will use these references to determine the bidder's ability to perform the services. It is the responsibility of the bidder to ensure that the reference contact information is correct and current. Agency staff will not track down references. Bidders should verify before submitting their bid that the contact person and phone number are correct for each reference. **Agency staff must be able to reach two (2) references for a bidder within two (2) business days of bid opening to be considered responsive.**

### **8.2 Submission Requirements**

**8.2.1 All bids must be received by February 20, 2026, by 4:30 pm CST.** Late bids will be rejected and remain unopened in the procurement file. ESS will not be responsible for delivery delays, lost packages, misdirected emails, or other errors

A Vendor may submit a bid in one of two ways:

Option 1: Physical Bid	Option 2: Email
<p>Mail or deliver one (1) complete, signed bid package in a sealed envelope to:</p> <p>Ellisville State School            Attn: Beverly Rogers            Admin I Building            1101 HWY 11 South            Ellisville, MS 39437-4444</p> <p><u>Label the envelope clearly:</u></p> <p><b>SEALED BID – DO NOT OPEN</b></p> <p><b>Psychology Bid Opening 02.23.26</b></p>	<p>Email one (1) complete, signed bid package to <b>BOTH</b> of the following addresses:</p> <p><a href="mailto:beverly.rogers@ess.ms.gov">beverly.rogers@ess.ms.gov</a>  <a href="mailto:ess.contracts@ess.ms.gov">ess.contracts@ess.ms.gov</a></p> <p><u>Use this subject line:</u></p> <p><b>SEALED BID</b>  <b>Psychology Bid Opening 02.23.26</b></p> <p>Email Bids will not be opened until the official bid opening date and time. Email timestamp will serve as the official receipt time.</p>

- 8.2.2 All bid packages must be received by the agency no later than **Friday, February 20, 2026, at 4:30 pm CST. Bids submitted via facsimile (fax) machine will not be accepted.** It is suggested that if a bid is mailed to the agency, it should be posted in certified mail with a return receipt requested. The agency will not be responsible for mail delays or lost mail. All risk of late arrival due to unanticipated delay – whether delivered by hand, U.S. Postal Service, courier or other delivery service or method – is entirely on the vendor. All vendors are urged to take the possibility of delay into account when submitting a bid.
- 8.2.3 Timely submission of the bid package is the responsibility of the bidder. Bids received after the specified time will be rejected and maintained unopened in the procurement file. A bid received at the place designated in the solicitation for receipt of bids after the exact time specified for receipt will not be considered unless it has been determined by the agency that the late receipt was due solely to mishandling by the agency after receipt at the specified address.
- 8.2.4 On hand delivered Bids: The time and date of receipt will be indicated on the sealed bid envelope or package by agency staff.
- 8.2.5 Failure to submit a bid on the bid form provided will be considered 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 agency reserves the right to decide, on a case-by-case basis, whether to reject a bid with modifications or additions as non-responsive.
- 8.2.6 Conditional or qualified bids, unless specifically allowed, shall be subject to rejection in whole or in part. The bid must contain a high degree of acceptance of contract terms and conditions listed in **Attachment G and H** of this IFB.

**8.2.7** A bid response that includes terms and conditions that do not conform to the terms and conditions in the bid document is subject to rejection as non-responsive. The agency reserves the right to permit the bidder to withdraw nonconforming terms and conditions from its bid response prior to a determination by the agency of non-responsiveness based on the submission of nonconforming terms and conditions.

**8.2.8** As a precondition to bid acceptance, the agency 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.

### **Section 9 – Bidder Certification**

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

### **Section 10 – 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 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.

### **Section 11 – Registration with Mississippi Secretary of State**

By submitting a bid, the bidder certifies that it is registered to do business in the State of Mississippi as prescribed by 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 agency that it has been selected for contract award.

<https://www.ms.gov/sos/onestopshop>

### **Section 12 – Insurance, Bonds, or Other Sureties**

**12.1** Each successful Vendor shall maintain insurance which, at a minimum, shall include the following types of insurance and coverage limits:

**12.1.1 Workers Compensation** as required by the laws of the State of Mississippi, and

**12.1.2 Comprehensive General Liability or Professional Liability** with minimum limits of \$1,000,000.00 per occurrence for bodily injury, personal injury, accidental death, property damage, employee dishonesty, and identity theft; and

**12.1.3 Employee Dishonesty or Fidelity Bond** insurance with third party liability coverage and with minimum limits of \$500,000.00

**12.2** Additionally:

**12.2.1** In no event shall the requirement for an insurance, bond, or other surety be waived.

- 12.2.2** All insurances policies shall list **Ellisville State School** as an additional insured.
- 12.2.3** All insurance policies shall be issued by companies authorized to do business under the laws of the State of Mississippi, meaning insurance carriers must be licensed or hold a Certificate of Authority from the Mississippi Department of Insurance.
- 12.2.4** Vendor shall submit to Agency within thirty (30) days of a signed contract, a certificate of insurance and/or bond 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 a thirty (30) day period may be cause of cancellation of contract.
- 12.2.5** Vendor shall obtain at Vendor's expense the insurance and/or bond requirements specified in the procurement and contract prior to performing under this Contract, and Vendor shall maintain the required insurance and/or bond coverage throughout the duration of this Contract and all warranty periods. There are no provisions for exceptions to this requirement.
- 12.2.6** Vendor shall not commence work under this contract until it obtains all insurance and/or bond required under this provision and furnishes a certificate or other form showing proof of current coverage to the State. After work commences, the Vendor will keep in force all required insurance and/or bond until the contract is terminated or expires.
- 12.2.7** Vendor shall submit renewal certificates as appropriate during the term of the contract.
- 12.2.8** Vendor shall instruct the insurers to provide the Agency with thirty (30) days advance notice of any insurance cancellation.
- 12.2.9** Vendor shall ensure that any of the above-described policies should be cancelled before the expiration date thereof, or if there is a material change, potential exhaustion of aggregate limits or intent not to renew insurance and/or bond coverage(s), that written notice will be delivered to the Agency Procurement Officer.
- 12.2.10** There shall be no cancellation, material change, potential exhaustion of aggregate limits or non-renewal of insurance and/or bond coverage(s) to the Agency. Any failure to comply with the reporting provisions of this clause shall constitute a material breach of Contract and shall be grounds for immediate termination of this Contract by Agency.

### **Section 13 – Bid Opening**

The bid will be opened privately by the agency in accordance with the PPRB Rules and Regulations. 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*.

## **Section 14 – Award Notification**

The Notice of Intent to Award shall be: (1) distributed directly to all bidders who responded to the solicitation, (2) posted publicly on the Agency’s website, *and* (3) posted publicly on the procurement portal. ([Procurement Opportunity and Public Notification Search - Buying and Selling to Government of Mississippi](#))

## **Section 15 – Procurement Methodology**

### **15.1 Restrictions on Communications with Agency and Agency Staff**

At no time shall any bidder or its personnel contact, or attempt to contact, any agency staff regarding this IFB except the contact person as set forth and, in the manner, prescribed in Section 3.

### **15.2 Bidder Investigations**

Before submitting a bid, each bidder shall make all investigations and examinations necessary to ascertain all site conditions and requirements affecting the full performance of the contract and to verify any representations made by the agency upon which the bidder will rely. If the bidder receives an award as a result of its bid submission, failure to have made such investigations and examinations will in no way relieve the bidder from its obligation to comply in every detail with all provisions and requirements of the contract documents, nor will a plea of ignorance of such conditions and requirements be accepted as a basis for any claim whatsoever for additional compensation.

### **15.3 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*

*PPRB OPSCR Rules and Regulations Effective September 6, 2024 Page 19 of 171 - 1.4.4 Cost of Participation in the Procurement Process*

*All parties shall bear their own respective costs incurred in participating in the procurement process. This includes, but is not limited to, the cost of preparation of any response to a solicitation issued pursuant to these rules and regulations, cost associated with travel to pre-submission conferences and/or site visits, and any costs related to pursuing a request for reconsideration regardless of the outcome. Nothing in Section 1.4.4 shall prevent an Agency from requiring a bond from any vendor requesting reconsideration.*

### **15.4 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, for the purpose of restricting competition, any consultation, communication, or agreement with any other bidder or competitor relating to those prices, the intention to submit a bid, or the methods or factors used to calculate the prices bid. The prices quoted shall be inclusive of, but not limited to the following: [all required labor; all required equipment/material; all required

insurance, bond, or other surety; all required overhead; all required profit; all required vehicles; all required fuel and mileage; all required labor and supervision; all required training; all required business and professional licenses, certifications, fees, or permits; and, any and all other costs]. All pricing should include all associated costs with no additional or hidden fees.

### **15.6 Rejection of Bids**

A bid response that includes terms and conditions that do not conform to the terms and conditions in the IFB document is subject to rejection as non-responsive. Further, submission of a bid form that is not complete and/or signed is subject to rejection as non-responsive. The agency reserves the right to permit the bidder to withdraw nonconforming terms and conditions from its bid response prior to a determination by the agency staff of non-responsiveness based on the submission of nonconforming terms and conditions. Furthermore, if a bidder's price is substantially higher than those of other bidders, meaning those in excess of a twenty-five percent (25%) differential, the bidder's price will be deemed non-responsive.

### **15.7 Withdrawal of Bids**

A bidder may withdraw a bid at any time by written notice to the Agency official designated in the IFB. If any such withdrawal occurs by the successful bidder(s) after the bid opening and/or issuance of the Notice of the Intent to Award, the Agency may cancel the solicitation or proceed with award of a contract as if the withdrawn bid had not been submitted.

### **15.8 MINOR INFORMALITIES AND IRREGULARITIES**

"Agency" 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 "Agency" to properly evaluate the offer, "Agency" 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.*)

### **15.9 Reconsideration of the Intent to Award**

A bidder who responded to an IFB has an opportunity to request that the procuring Agency reconsider its intent to award the contract to a specific bidder or bidders. Any such request shall be filed with the Agency official primarily responsible for the procurement and the Director of OPSCR within **three business days** following issuance of the Notice of Intent to Award and posting of the Agency Procurement File in compliance with Sections 5.6.1, 5.6.1.1, and 5.6.1.2. It shall be the sole responsibility of the requesting bidder to ensure the request is timely received by all required parties. Failure to timely request reconsideration in compliance with this Section results in waiver of any claim a bidder may have as to the Agency's decision to award the contract.

The request must include:

- Vendor's name

- A single contact person and their contact information
- RFX number of this solicitation (RFX# **3160007832**)
- Date the IFB was issued
- A clear statement identifying which rule(s) from the Public Procurement Review Board Office of Personal Service Contract Review Rules and Regulations the Vendor believes the solicitation violates

Exhibits shall not be included with the request. Rather, the requesting vendor shall clearly identify the portion(s) of the Agency Procurement File and/or the IFB at issue in the request. Reference to documents outside of or facts not supported by the Agency Procurement File or the IFB shall not be considered by the Agency when responding to the request.

### **15.9 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. "Agency" is under no obligation to award a contract and may terminate a legally executed contract at any time.

## **Section 16 – Required Contract Terms and Conditions**

Any contract entered into with the Contracting Agency pursuant to this IFB shall have the required clauses found in Attachment G and those required by the *PPRB OPSCR Rules and Regulations* as updated and replaced by PPRB. The agency discourages exceptions from these required clauses. Such exceptions may cause a bid to be rejected as non-responsive. Bids which condition the bid based upon the State accepting other terms and conditions not found in the IFB, or which take exception to the State's terms and conditions, may be found non-responsive, and no further consideration of the bid will be given.

## **Section 17 – Optional Contract Terms and Conditions**

Any contract entered into with the Contracting Agency pursuant this IFB may have at the discretion of the Contracting Agency, the optional clauses found in Attachment H and those within the *PPRB OPSCR Rules and Regulations* as updated and replaced by PPRB. The agency discourages exceptions from these optional clauses. Such exceptions may cause a bid to be rejected as non-responsive. Bids which condition the bid based upon the State accepting other terms and conditions not found in the IFB, or which take exception to the State's terms and conditions, may be found non-responsive, and no further consideration of the bid will be given.

## **Section 18 – Agency Website(s)**

This IFB, questions and answers concerning this IFB, and the Notice of Intent to Award will be posted on the agency website at ([www.ess.ms.gov/request-proposals-projects-and-services](http://www.ess.ms.gov/request-proposals-projects-and-services)) and on the Mississippi Contract/Procurement Opportunity Search Portal website([www.ms.gov/dfa/contract\\_bid\\_search](http://www.ms.gov/dfa/contract_bid_search)).

## **Section 19 – 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**

Bids are to be submitted as listed below, on or before **4:30 PM CST, February 20, 2026**.

**PLEASE MARK YOUR ENVELOPE:**

**SEALED BID – DO NOT OPEN**

**Psychology Bid Opening 02.23.26**

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

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

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

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

City/State/Zip: \_\_\_\_\_

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

E-Mail Address: \_\_\_\_\_

**Name and phone number of Company Representative to be contacted by Agencies seeking to contract for services pursuant to this IFB: \_\_\_\_\_**

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

What year was this company established? \_\_\_\_\_

How many years has the firm been in business of performing the services called for in this IFB?  
\_\_\_\_\_

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

If your company is not physically located within the vicinity, how will you supply Wheelchair service and repairs Services to the agency? \_\_\_\_\_  
\_\_\_\_\_

---

Is your company currently for sale or involved in any transaction to expand or to become acquired by another business entity? If yes, please discuss the impact both in organizational and directional terms.

---

---

---

---

---

Is your company licensed and/or certified to provide Wheelchair service and repairs Services as required by any and all applicable Federal and State law(s)? \_\_\_\_\_

List all licenses or permits your company possesses that are applicable to perform the services required in this IFB. \_\_\_\_\_

---

---

---

---

For how many customers has your company provided Wheelchair service and repairs Services in the past two years?

---

---

What is the largest customer your company has provided Wheelchair service and repairs Services for in the past two years? \_\_\_\_\_

---

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

---

---

---

---

---

**Attachment B  
BID FORM**

Company	Contact Person	Telephone Number

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

1. All required equipment/material;
2. All required insurance, bond, or other surety;
3. All required overhead;
4. All required profit;
5. All required vehicles;
6. All required fuel and mileage;
7. All required labor and supervision;
8. All required business and professional certifications, licenses, permits, or fees; and,
9. Any and all other costs.

All pricing to provide Psychological Services to perform consultative services should include all associated costs for the items with no additional or hidden fees.

Consultant will provide consultative services, assistance, and reviews in support of the Psychological Services Departments at Ellisville State School (ESS) and South Mississippi Regional Center (SMRC).

Location of work:

**Ellisville State School** – 1101 HWY 11 South, Ellisville MS 39437

**South Mississippi Regional Center** – 1170 West Railroad St, Long Beach MS 39560

- A. Consultant will adhere to the American Psychological Association (APA) **Ethical Principles of Psychologists and Code of Conduct** (2017) and, Rules and Regulations of the Mississippi Board of Psychology dated October 19, 2022.
- B. The consultant must be located within driving distance of Ellisville State School and able to drive to South Mississippi Regional Center to visit personally and perform duties.
- C. Consultant will review and sign Level II evaluations for Jaycee Evaluation Center at Ellisville State School and the Diagnostic and Evaluation Services Center at South Mississippi Regional Center.
- D. The consultant will review and approve psychological evaluations entered into software LTSS for Jaycee Evaluation Center at Ellisville State School and the Diagnostic and Evaluation Services Center at South Mississippi Regional Center.
- E. The consultant will review applicable Psychological Services Policies and Procedures and provide recommendations to the Agency Director or their designee.
- F. The consultant agrees to provide in-service training and ad-hoc training materials on topics mutually agreed upon.

- G. Consultant agrees to perform mutually agreed upon "other duties" as deemed appropriate and necessary in the role of a consulting licensed psychologist.
- H. Consultant agrees to meet or exceed professional standards established by the Mississippi Board of Psychology, the governing authority for licensed psychologists in Mississippi.
- I. The consultant agrees to follow the policies and procedures of the Agency and attends an agency-provided orientation.
- J. Consultant will furnish a Curriculum Vitae for review.
- K. Consultant currently holds and maintains an active License to practice as a psychologist as approved by the Mississippi Board of Psychology. A copy of the license will be provided.
- L. The consultant agrees to maintain active registration through the **System for Award Management (SAM)**.
- M. The consultant will invoice on the last working day of each month.

Please list the monthly price for each unit description below:

Unit Description	Monthly Price
Standard - ESS	\$
On-Call - ESS	\$
Standard - SMRC	\$
On-Call - SMRC	\$

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

**Attachment C**  
**REFERENCES**  
**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: \_\_\_\_\_

**Attachment D**  
**References Score Sheet**  
**Rfx 3160007832**  
**IFB for Psychology Services**

**TO BE COMPLETED BY AGENCY STAFF ONLY**

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

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

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

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

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

Able to provide services when you called?	Yes	No
Satisfied with services provided? If no, please explain.	Yes	No
Vendor easy to work with in scheduling services?	Yes	No
Was the service completed on time and within budget?	Yes	No
Vendor listened when you had an issue and readily offered a solution. (If never had an issue, please check here ____.)	Yes	No
Would you enter into a contract with them again?	Yes	No
Would you recommend them?	Yes	No

Bidder must have a minimum of 6 “yes” answers on the questions above from two references (total of 12 “yes” answers) to be considered responsible and for its bid to be considered.

**Score:** Pass/Fail

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

A “yes” to the above question may result in an automatic disqualification of the provided reference; therefore, resulting in a score of zero as responses to previous questions become null and void.

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

\_\_\_\_\_

\_\_\_\_\_

**Called by:** \_\_\_\_\_  
Signature
Title
Date

**Attachment E**  
**Certifications & Assurances**

**By signing below**, the company Representative certifies they have authority to bind the company, and further acknowledges and certifies on behalf of the company:

1. That they have thoroughly read and understand 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 G and H);
4. That the company will perform the services required at the prices quoted above.
5. That, to the best of knowledge and belief, the cost or pricing data submitted is accurate, complete, and current as of this submission date;
6. The Vendor represents that its workers are licensed, certified and possess the requisite credentials to do service and,
7. **NON-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 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.
8. **CERTIFICATION OF INDEPENDENT PRICE DETERMINATION**  
By submitting a **bid**, the **bidder** certifies that the prices submitted in response to the solicitation have been arrived independently and without any consultation, communication, or agreement with any other **bidder** or competitor for the purpose of restricting competition.
9. **OFFEROR'S REPRESENTATION REGARDING CONTINGENT FEES:** By **responding to the solicitation** the **Vendor** represents that it has not retained any person or agency on a percentage, commission, or other contingent arrangement to secure this contract. If the **Vendor** cannot make such a representation, a full and complete explanation shall be submitted in writing **to the Agency prior to contract execution**.
10. **REPRESENTATION REGARDING CONTINGENT FEES:** Vendor represents that it *has not* retained a person to solicit or secure a State contract upon an agreement or understanding for a commission, percentage, brokerage, or other contingent fee, except as disclosed in the Vendor's bid.
11. **REPRESENTATION REGARDING GRATUITIES:** **Vendor** represents that it has not, is not, and will not offer, give, or agree to give any employee or former employee of "Agency" 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. **Vendor** further represents that no employee or former employee of "Agency"

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 **Vendor**. **Vendor** 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.

**Printed Name of Representative:** \_\_\_\_\_

**Date:** \_\_\_\_\_

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

**Note:** Failure to sign 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.

**\*Please include in Bid Package when submitting\***

**Attachment F**  
**RELEASE OF BID AS PUBLIC RECORD**

Notice to the bidder that the redacted version of the bid – or if a bidder does not produce a redacted version, 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 one of the following statements as applicable regarding release of its bid document as a public record. A bidder may be deemed non-responsive if the bidder fails to comply with the requirements of the statement acknowledged.*

Choose one:

\_\_\_\_ 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 are redacted in black.** Bidder acknowledges that it may be subject to exclusion pursuant to Chapter 15 of the PPRB OPSCR Rules and Regulations if the [Agency] or the Public Procurement Review Board determine redactions were made 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 Agency 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 Agency 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.

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

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**\*Please include in Bid Package when submitting\***

## ATTACHMENT G – Sample Contract

### 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 law's 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/or Department of Mental Health, and this contract is not approved by the PPRB and/or OPSCR and/or DMH, it is void and no payment shall be made hereunder.
3. Attorney's Fees and Expenses: In the event Vendor defaults on any obligations under this Agreement, Vendor shall pay to "Agency" all costs and expenses, without limitation, incurred by "Agency" in enforcing this Agreement or reasonably related to enforcing this Agreement. This includes but is not limited to investigative fees, court costs, and attorney's fees. Under no circumstance shall "Agency" be obligated to pay attorneys' fees or legal costs to Vendor.
4. Authority To Contract: Vendor 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 agreement of any kind: and,
  4. Notwithstanding any other provision of this agreement to the contrary, 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.
5. Availability of Funds: It is expressly understood and agreed that the obligation of "Agency" to proceed under this agreement is conditioned upon the appropriation of funds by the Mississippi State Legislature and the receipt of state and/or federal funds. If the funds anticipated for the continuing time fulfillment of the agreement are, at any time, not forthcoming or insufficient, regardless of source funding, "Agency" shall have the right upon ten (10) business days written notice to Vendor, to terminate this agreement without damage, penalty, cost or expenses to "Agency" of any kind whatsoever. The effective date of termination shall be as specified in the notice of termination.
6. Compliance with Equal Opportunity in Employment Policy: Vendor understands that "Agency" 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 Vendor agrees during the term of the agreement that Vendor will strictly adhere to this policy in its employment practices and provision of services.
7. Compliance with Laws: Vendor 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.
8. Confidentiality: "Agency" 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 "Agency", by Vendor, "Agency" shall follow the provisions of Mississippi Code Annotated

§§ 25-61-9 and 79-23-1 before disclosing such information – unless Vendor has previously indicated the information is not a trade secret or confidential commercial and financial information. “Agency” shall not be liable to the Vendor for disclosure of information required by court order or required by law.

9. Contract Assignment and Subcontracting: Vendor acknowledges that it was selected by “Agency” to perform the services required hereunder based, in part upon Vendor’s special skills and expertise. Vendor shall not assign, subcontract, or otherwise transfer this agreement, in whole or in part, without the prior written consent of “Agency”, which may, in its sole discretion, approve or deny without reason. Any attempted transfer of Vendor’s obligations hereunder without such consent of “Agency” shall be null and void. Approval of a subcontract by “Agency” shall not be deemed to be an approval of the incurrence of any additional obligation of “Agency”. Vendors shall be subject to the terms and conditions of this agreement and to any conditions of approval that “Agency” may deem necessary. Subject to the foregoing, this agreement shall be binding upon the respective successors and assigns of the parties.
10. Vendor Personnel: The Agency shall, throughout the life of the contract, have the right of reasonable rejection and approval of staff or Vendors assigned to the work by Vendor. If the Agency reasonably rejects staff or Vendor, Vendor shall provide replacement staff or Vendor satisfactory to the Agency in a timely manner and at no additional cost to the Agency. The day-to-day supervision and control of Vendor’s employees and Vendors is the sole responsibility of Vendor.
11. 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 parties 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 parties 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.*
12. E-Payment: Vendor 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 law on “Timely Payments for Purchases by Public Bodies,” which generally provides for payment of undisputed amounts by the agency within forty-five (45) days of receipt of invoice. Mississippi Code Annotated § 31-7-301 *et seq.*
13. E-Verification: If applicable, Vendor 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. Vendor agrees to provide a copy of each verification upon request of “Agency” subject to approval by any agencies of the United States Government. Vendor 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 Vendor 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 Vendor by an agency, department or governmental entity for the right to do business in Mississippi; or
- (3) both.

In the event of such termination, Vendor 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.

14. 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 Agency and the Vendor. Vendor 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 Agency or Vendor on the basis of draftsmanship or preparation hereof.
15. Failure to Deliver: In the event of failure of Vendor to deliver services in accordance with the contract terms and conditions, the Agency, after due oral or written notice, may procure the services from other sources and hold Vendor responsible for any resulting additional purchase and administrative costs. This remedy shall be in addition to any other remedies that "Agency" may have.
16. Failure To Enforce Does Not Constitute Waiver: Failure by the "Agency" 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 Agency to enforce any provisions at any time in accordance with its terms.
17. HIPAA Compliance: HIPAA stands for Health Insurance Portability and Accountability Act. Passed in 1996 HIPAA is a federal law that sets a national standard to protect medical records and other personal health information. A federal law that protects sensitive health information from being disclosed without a patient's consent. Under no circumstances will 'Persons Served' be recorded and/or photos taken and shared on social media or shared by any other means of communication.
18. Indemnification: To the fullest extent allowed by law, Vendor shall indemnify, defend, save and hold harmless, protect, and exonerate "Agency", 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 Vendor and/or its partners, principals, agents, employees and/or Vendors in the performance of or failure to perform this agreement.

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

19. Independent Vendor Status: Vendor shall, at all times, be regarded as and shall be legally considered an independent Vendor and shall at no time act as an agent for "Agency". Nothing contained herein shall be deemed or construed by "Agency", Vendor, 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 "Agency" and Vendor. Neither the method of computation of fees or other charges, nor any other provision contained herein, nor any acts of "Agency" or Vendor hereunder creates or shall be deemed to create a relationship other than the independent relationship of "Agency" and Vendor.

Vendor's personnel shall not be deemed in any way, directly or indirectly, expressly or by implication, to be employees of "Agency". Neither Vendor nor its employees shall, under any circumstances, be considered

servants, agents, or employees of "Agency", and "Agency" shall be at no time legally responsible for any negligence or other wrongdoing by Vendor, its servants, agents, or employees.

"Agency" shall not withhold from the contract payments to Vendor any Federal or State unemployment taxes, Federal or State income taxes, Social Security tax, or any other amounts for benefits to Vendor. Further, "Agency" shall not provide to Vendor any insurance coverage or other benefits, including Workers' Compensation, normally provided by "Agency" for its employees.

20. Infringement Indemnification: Vendor warrants that the materials and deliverables provided to "Agency" under this agreement, and their use by "Agency", 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, Vendor shall defend the infringement action and/or obtain for "Agency" the right to continue using such items without additional cost to "Agency". Should Vendor fail to obtain for "Agency" the right to use such items, Vendor shall suitably modify them to make them non-infringing or substitute equivalent software or other items at Vendor's expense.

In the event the above remedial measures cannot possibly be accomplished, and only in that event, Vendor may require "Agency" to discontinue using such items, in which case Vendor will refund "Agency" the fees previously paid by "Agency" for the items the customer may no longer use, and shall compensate "Agency" 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 ten (10) business days of notice to "Agency" to discontinue said use.

*Scope of Indemnification*: Provided that Ellisville promptly notifies Vendor in writing of any alleged infringement claim of which it has knowledge, Vendor shall defend, indemnify, and hold harmless "Agency" 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 Agency's sole discretion, upon approval of the Office of the Mississippi Attorney General and "Agency", Vendor may be allowed to control the defense of any such claim, suit, etc. In the event Vendor defends said claim, suit, etc., Vendor shall use legal counsel acceptable to the Office of the Mississippi Attorney General and "Agency". Vendor shall be solely responsible for all costs and/or expenses associated with such defense, and "Agency" shall be entitled to participate in said defense. Vendor shall not settle any claim, suit, etc. without the concurrence of the Office of the Mississippi Attorney General and "Agency", which shall not be unreasonably withheld.

21. Insurance:

a. Vendor shall maintain insurance which, at a minimum, shall include the following types of insurance and coverage limits:

- **Workers Compensation** as required by the laws of the State of Mississippi; and
- **Comprehensive General Liability or Professional General Liability** with minimum limits of \$1,000,000.00 per occurrence for bodily injury, personal injury, accidental death, property damage, employee dishonesty, and identity theft; and,
- **Employee Dishonesty or Fidelity Bond** insurance with third party liability coverage and with minimum limits of \$500,000.00

b. All insurance policies shall list the "Agency" as an additional insured and, upon request, the Vendor shall provide copies of any insurance documentation to "Agency".

c. All insurance policies shall be issued by companies authorized to do business under the laws of the State of Mississippi. Insurance carriers must be licensed or hold a Certificate of Authority from the Mississippi Department of Insurance.

d. "Agency" reserves the right to request certificates of insurance (COI) directly from the Vendor's insurance carrier regarding the required coverage.

22. 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.
23. No Limitation of Liability: Nothing in this agreement shall be interpreted as excluding or limiting any liability of the Vendor for harm arising out of the Vendor's or its sub Vendor's performance under this agreement.
24. Non-Solicitation of Employees: Each party to this agreement agrees not to employ or to solicit employment, directly or indirectly, any persons in the full-time or part-time employment of the other party until at least twelve (12) months after this agreement terminates, unless mutually agreed to in writing by "Agency" and Vendor. 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.
25. Paymode: Payments by "Agency" using the State's accounting system ([www.ms.gov/dfa/contract\\_bid\\_search/Home/Sell](http://www.ms.gov/dfa/contract_bid_search/Home/Sell)) shall be made and remittance information provided electronically as directed by the state and deposited into the bank account of Vendor's choice. The Agency may, at its sole discretion, require Vendor to electronically submit invoices and supporting documentation at any time during the term of this Agreement. Vendor understands and agrees that the Agency is exempt from the payment of Mississippi taxes. All payments shall be in United States currency. No charge to access Paymode. <https://vendor.paymode.com/StateofMississippi/G-YB62GV5YA>  
Invoices may be emailed to [essaccountspayable@ess.ms.gov](mailto:essaccountspayable@ess.ms.gov).
26. 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's Department of Finance and Administration's website ([www.DFA.ms.gov](http://www.DFA.ms.gov)). Any Vendor responding to a solicitation for personal and professional services and any Vendor doing business with a State Agency is deemed to be on notice of all requirements therein.
27. Professional Certifications and Licenses: Vendor shall provide official copies of all valid licenses and certificates required for performance of the work. The official copies shall be delivered to "Agency" no later than ten (10) business days after Vendor receives the Notice of Intent to Award from "Agency". Current official copies of licenses and certificates shall be provided to "Agency" within five (5) business days of request at any time during the contract term. Licenses and certificates required for this contract include the following: a business license valid in the State of Mississippi; a professional license or certificate in the field of (specialty area).
28. Property Rights: Property rights do not inure to Vendor until such time as services have been provided under a legally executed contract. Vendor has no legitimate claim of entitlement to the provision of work hereunder and acknowledges that "Agency" may terminate this contract at any time for its own convenience.
29. Recovery of Money: Whenever, under the contract, any sum of money shall be recoverable from or payable by Vendor to "Agency", the same amount may be deducted from any sum due to the Vendor under this contract or

under any other contract between the Vendor and "Agency". The rights of "Agency" are in addition and without prejudice to any other right "Agency" may have to claim the amount of any loss or damage suffered by "Agency" on account of the acts or omissions of Vendor.

30. Renewal of Contract: Upon written agreement of both parties at least ninety (90) days prior to each contract anniversary date, the contract may be renewed by the Agency for a period of four (4) successive one-year period(s) under the same prices, terms, and conditions as in the original contract. The total number of renewal years permitted shall not exceed four (4).
31. Representation Regarding Gratuities: Vendor represents that it has not, is not, and will not offer, give, or agree to give any employee or former employee of "Agency" 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. Vendor further represents that no employee or former employee of "Agency" has or is soliciting, demanding, accepting, or agreeing to accept a gratuity of 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 Vendor. Vendor further represents it is following 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.
32. 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](http://www.transparency.ms.gov) and shall be available at "Agency" for examination, inspection, or reproduction by the public. The Vendor acknowledges and agrees that "Agency" 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.*
33. State Property: Vendor will be responsible for the proper custody and care of any state-owned property furnished for use in connection with the performance of this agreement. Vendor will reimburse the State for any loss or damage, normal wear and tear, excepted.
34. Stop Work Order: "Agency" may, by written order to Vendor at any time, require Vendor 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 "Agency". Upon receipt of such an order, Vendor shall forthwith comply with its terms and take all reasonable steps to minimize any further cost to "Agency". Upon expiration of the stop work order, Vendor shall resume providing the services which were subject to the stop work order, unless "Agency" has terminated that part of the agreement or terminated the agreement in its entirety. "Agency" is not liable for payment of services which were not rendered due to the stop work order.
35. TERMINATION:  
*Termination for Convenience*. The Agency may, when the interests of the Agency require, terminate this contract in whole or in part, for the convenience of the Agency. The Agency shall give written notice of the termination to Vendor specifying the part of the contract terminated and when termination becomes effective. Vendor shall incur no further obligations in connection with the terminated work and on the date set in the notice of termination. Vendor will stop work to the extent specified. Vendor 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 “Agency” gives the Vendor notice that the personal or professional services are being provided in a manner that is deficient, the Vendor shall have 30 days to cure the deficiency. If the Vendor fails to cure the deficiency, “Agency” may terminate the contract for default, and the Vendor will be liable for the additional cost to “Agency” to procure the personal and professional services from another source. Termination under this paragraph could result in Vendor 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.

36. Unsatisfactory Work: If, at any time during the contract term, the service performed or work done by Vendor is considered by “Agency” to create a condition that threatens the health, safety, or welfare of the persons served and/or employees of the State of Mississippi, Vendor shall, on being notified by “Agency”, immediately correct such deficient service or work. In the event Vendor fails, after notice, to correct the deficient service or work immediately, “Agency” shall have the right to order the correction of the deficiency by separate contract or with its own resources at the expense of Vendor.

## Attachment H

### OPTIONAL CLAUSES FOR USE IN SERVICE CONTRACTS RESULTING FROM THIS IFB

1. Authority of Signature: Vendor acknowledges that the individual executing the contract on behalf of the Agency is doing so in their official capacity only. To the extent any provision contained in the contract exceeds the signatory's authority, Vendor agrees that it will not look to that individual in their personal capacity or otherwise seek to hold that person individually liable for exceeding such authority.
2. Change in Scope of Work: The Agency may order changes in the work consisting of additions, deletions, or other revisions within the general scope of the contract. No claims may be made by Vendor that the scope of the project or of Vendor's services has been changed, requiring changes to the amount of compensation to Vendor or other adjustments to the contract, unless such changes or adjustments have been made by written amendment to the contract signed by the Agency and Vendor.

If Vendor believes that any requested work is not within the scope of the project, it is a material change, or will otherwise require more compensation to Vendor, Vendor must immediately notify the Agency in writing of this belief. If the Agency believes that the work is within the scope of the contract as written, Vendor will be ordered to and shall continue with the work as changed and at the cost stated for the work within the contract.

3. Copyrights: Vendor agrees that the rights and title to any copyrightable material first produced under this agreement belongs to Agency. Vendor hereby grants to Agency 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 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 Vendor 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.
4. Exclusion or Debarment: By submitting a [bid, proposal, qualification, application] in response to the [IFB, RFP, RFQ, RFA], the [bidder, offeror, applicant] certifies that they are not currently excluded or debarred from future contract awards by any political subdivision or agency of any state, federal, local, or county government. [Bidder, Offeror, Applicant] further certifies that Vendor is not an agent of any such person or entity.  
[Bidder, Offeror, Applicant] certifies that they have not, in the five-year (5) 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, Offeror, Applicant] certifies that it is not presently indicted or otherwise criminally or civilly charged with the commission of any of the acts listed herein.  
[Bidder, Offeror, Applicant] certifies that, within the past five (5) years, it has not had a contract with a governmental entity terminated due to the [bidder, offeror, applicant]'s failure to perform, default, or any other action or inaction by the [bidder, offeror, applicant].
5. Information Designated by Vendor as Confidential: Any disclosure of those materials, documents, data, and other information which Vendor 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 terms of the contract shall not be deemed a trade secret of confidential commercial or financial information.

6. **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, as a whole or in part, as a result of causes beyond reasonable control and without the fault or negligence of such party and/or its sub-Vendors. 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, Vendor shall notify the Agency immediately 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 Agency may exercise any rights it has under the contract which are available when neither party is in default.
7. **Notices:** All notices required or permitted to be given under this agreement must be in writing and personally delivered/emailed/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 received or when refused. The parties agree to promptly notify each other in writing of any change of address/email.

For the Agency:	For Vendor:
Email: <a href="mailto:ess.contracts@ess.ms.gov">ess.contracts@ess.ms.gov</a>	<b>[email]</b>
Beverly Rogers, Procurement Officer	<b>[Name, Title]</b>
Ellisville State School	<b>[Vendor Name]</b>
1101 Highway 11 South	<b>[Address]</b>
Ellisville, MS 39437	<b>[City, State, Zip]</b>

8. **Ownership of Documents and Work Papers:** Agency 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 Vendor’s internal administrative and quality assurance files and internal project correspondence. Vendor shall deliver such documents and work papers to Agency upon termination or completion of the agreement. The foregoing notwithstanding, Vendor shall be entitled to retain a set of such work papers for its files. Vendor shall be entitled to use such work papers only after receiving written permission from Agency and subject to any copyright protections.
9. **Price Adjustment:** Any adjustments in price during the life of a contract is limited to the price adjustment methodology stated in the solicitation, or if the contract was not formally solicited, is limited to the methodology included in the contract at the time the contract was originally executed. Describe the method in which any price adjustment will be calculated, the triggering event which makes the price adjustment clause applicable, any limits on the price adjustment available, and any other requirements applicable for the price adjustment clause to be enacted. Any available price adjustment shall have been specifically agreed upon by the parties at the time of contracting and included in the contract.
10. **Quality Control:** Vendor 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 Vendor'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 Agency.

11. Record Retention and Access to Records: Vendor shall maintain such financial records and other records as may be prescribed by the Agency or by applicable federal and state laws, rules, and regulations. Provided Vendor is given reasonable advance written notice, and such inspection is made during normal business hours of Vendor, the Agency or any duly authorized representatives shall have unimpeded, prompt access to any of Vendor's book, documents, papers, and/or records which are relevant to the agreement. All records related to this agreement shall be retained by Vendor for three (3) years after final payment is made under this agreement and all pending matters are closed; however, if any audit, litigation or other action arising out of or related in any way to this project is commenced before the end of the three (3) year period, the records shall be retained for one (1) year after all issues arising out of the action are finally resolved or until the end of the three (3) year period, whichever is later.
12. Requirements Contract: During the period of the contract, Vendor shall provide all services described in the contract. Vendor understands and agrees that this is a requirements contract and that the Agency shall have no obligation to Vendor if no services are required. Any quantities that are included in the scope of work reflect the current expectations of the Agency for the period of the contract. The amount is only an estimate, and Vendor understands and agrees that the Agency is under no obligation to Vendor to buy any amount of the services as a result of having provided this estimate or of having any typical or measurable requirement in the past. Vendor further understands and agrees that the Agency 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.
13. Right to Audit: Vendor shall maintain such financial records and other records as may be prescribed by the Agency or by applicable federal and state laws and regulations. Vendor shall retain these records for a period of three (3) years after final payment, or until they are audited by the Agency, whichever event occurs first. These records shall be made available during the term of the contract and the subsequent three (3) year period for examination, transcription, and audit by Agency, the Mississippi State Auditor's Office, and/or other entity of the State.
14. 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.
15. Third Party Action Notification: Vendor shall give the customer prompt notice in writing of any action or suit filed, and prompt notice of any claim made against Vendor by any entity that may result in litigation related in any way to this agreement.
16. Variation in Quantity: The quantity of services specified in this contract may be increased to the extent agreeable by both parties. However, the unit prices shall remain unchanged, other than as allowed by a price adjustment which would have otherwise been applicable.

**Attachment I**  
**Scope of Work**  
**Psychological Services**

Consultant will provide consultative services, assistance, and reviews in support of the Psychological Services Departments at Ellisville State School (ESS) and South Mississippi Regional Center (SMRC).

Location of work:

**Ellisville State School** – 1101 HWY 11 South, Ellisville MS 39437

**South Mississippi Regional Center** – 1170 West Railroad St, Long Beach MS 39560

- N. Consultant will adhere to the American Psychological Association (APA) **Ethical Principles of Psychologists and Code of Conduct** (2017) and, Rules and Regulations of the Mississippi Board of Psychology dated October 19, 2022.
- O. The consultant must be located within driving distance of Ellisville State School to visit personally and perform duties.
- P. Consultant will review and sign Level II evaluations for Jaycee Evaluation Center at Ellisville State School and the Diagnostic and Evaluation Services Center at South Mississippi Regional Center.
- Q. The consultant will review and approve psychological evaluations entered into software LTSS for Jaycee Evaluation Center at Ellisville State School and the Diagnostic and Evaluation Services Center at South Mississippi Regional Center.
- R. The consultant will review applicable Psychological Services Policies and Procedures and provide recommendations to the Agency Director or their designee.
- S. The consultant agrees to provide in-service training and ad-hoc training materials on topics mutually agreed upon.
- T. Consultant agrees to perform mutually agreed upon "other duties" as deemed appropriate and necessary in the role of a consulting licensed psychologist.
- U. Consultant agrees to meet or exceed professional standards established by the Mississippi Board of Psychology, the governing authority for licensed psychologists in Mississippi.
- V. The consultant agrees to follow the policies and procedures of the Agency and attends an agency-provided orientation.
- W. Consultant will furnish a Curriculum Vitae for review.
- X. Consultant currently holds and maintains an active License to practice as a psychologist as approved by the Mississippi Board of Psychology. A copy of the license will be provided.
- Y. The consultant agrees to maintain active registration through the *System for Award Management (SAM)*.
- Z. The consultant will invoice on the last working day of each month.

**Attachment J**

**SMRC COMMUNITY HOMES**

<b>Gautier Community Home</b>
214A Graveline Rd 214B Graveline Rd Gautier, MS 39553
<b>Biloxi Community Home</b>
280 Tara Lane 2050 Lawrence Ave Biloxi, MS 39531
<b>Biloxi Lighthouse</b>
2766 Fernwood Rd Biloxi MS 39531
<b>Wiggins Community Home</b>
500 Harrison St 509 Stapp St Wiggins, MS 39577
<b>Poplarville Community Home</b>
1303 S Shivers St 1501 S Shivers St Poplarville, MS 39470

**South Mississippi Regional Center**  
**1170 West Railroad St**  
**Long Beach MS 39560**  
**228-868-2923**

**Attachment K**

**ESS COMMUNITY HOMES**

**ELLISVILLE**

Name of Home	Address	City / Zip			
Clover Cove	711 Blank St.	Ellisville, 39437			
Cotten's Corner	107 Cleveland St.	Ellisville, 39437			

**LUMBERTON**

Name of Home	Address	City / Zip			
Pineview	1116 W. Main Ave	Lumberton, 39455			
Timberlake	1116 W. Main Ave	Lumberton, 39455			

**PRENTISS**

Name of Home	Address	City / Zip			
Willowbend	1164 Berry Street	Prentiss, 39474			
Stonebriar	1160 Berry Street	Prentiss, 39474			

**RICHTON**

Name of Home	Address	City / Zip			
Somerset	580 Cypress St. N.	Richton, 39476			
Bridgedale	200 Gertrude Ave.	Richton, 39476			

**SUMRALL**

Name of Home	Address	City / Zip			
Brookwood	10 Legion Lake Rd	Sumrall, 39482			
Douglas Graham	4759 Highway 589	Sumrall, 39482			

**WAYNESBORO**

Name of Home	Address	City / Zip			
Woodland Heights	60 Joe Jordan Dr.	Waynesboro, 39367			
Pinecrest	277 Ramey Lane	Waynesboro, 39367			

# STATE HOLIDAYS

NAME	DATE
New Year's Day	January 1
Dr. Martin Luther King, Jr.'s and Robert E. Lee's Birthdays	Third Monday of January
Washington's Birthday	Third Monday of February
Confederate Memorial Day	Last Monday of April
Memorial Day	Last Monday of May
Independence Day	July 4
Labor Day	First Monday of September
Armistice or Veteran's Day	November 11
Thanksgiving Day	A day fixed by proclamation by the Governor of Mississippi as a day of Thanksgiving, which shall be fixed to correspond to the date proclaimed by the President of the United States
Christmas Day	December 25

**PROOF OF PUBLICATION  
THE STATE OF MISSISSIPPI  
COUNTY OF JONES  
1st & 2nd Judicial District**

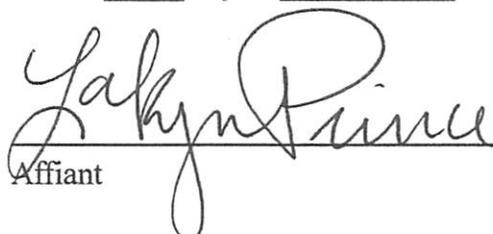
PERSONALLY appeared before me, the undersigned notary public in and for Jones County, Mississippi, the Legal/Classifieds Manager of The Laurel Leader-Call, a Newspaper as defined and prescribed in, Section 13-3-31 of the Mississippi Code 1972, as amended, who, being duly sworn, states that the notice, a true copy of which is hereto attached, appeared in the issues of said newspaper as follows:

On the 7 day of Jan 2026

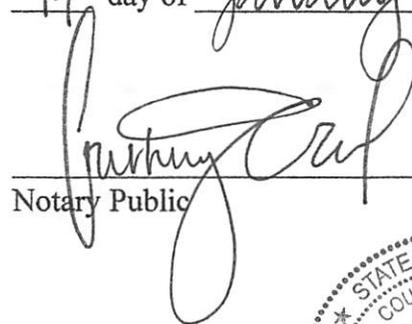
On the 14 day of Jan 2026

On the \_\_\_ day of \_\_\_ 2026

On the \_\_\_ day of \_\_\_ 2026

  
\_\_\_\_\_  
Affiant

Sworn to and subscribed before me on this 14 day of January, A.D., 2026.

  
\_\_\_\_\_  
Notary Public



Ellisville State School has issued this solicitation for the purpose of soliciting sealed bids from qualified providers of Psychology Services.

Detailed specifications of RFx # 3160007832 along with required bid documents may be obtained by contacting Beverly Rogers, Procurement Officer at (601) 477-5615, beverly.rogers@ess.ms.gov, located at Ellisville State School, 1101 Highway 11 South, Ellisville, MS 39437 and on the Mississippi Contract Opportunity website, [www.ms.gov/dfa/contract\\_bid\\_search/contract](http://www.ms.gov/dfa/contract_bid_search/contract) and on the Ellisville State School's website, [www.ess.ms.gov/request-proposals-projects-and-services](http://www.ess.ms.gov/request-proposals-projects-and-services), and South Mississippi Regional Center website, [www.smrc.ms.gov/invitations-bids](http://www.smrc.ms.gov/invitations-bids).

The deadline for bids to be submitted is no later than 4:30pm CST, February 20, 2026. Bids received after this time and date will not be considered. It is the sole responsibility of the bidder to ensure bids have been received by the deadline.

Ellisville State School is an equal opportunity Employer. Ellisville State School at reserves the right to reject any and/or all bids.

Publish January 7 and 14, 2026



# Buying and Selling to Government in Mississippi



MISSISSIPPI SUPPLIERS (VENDORS)

TRANSPARENCY MS

BUYING FOR MISSISSIPPI

## Procurement Details: # 3373-26-R-IFBD-00001 / 3160007832

[Back to Search Results](#)

### Procurement Details

Print

Smart Number	3373-26-R-IFBD-00001	Advertised Date	01/07/2026 1:40 PM
RFx #	3160007832	Submission Date	02/20/2026 4:30 PM
RFx Status	Open	Major Procurement Category	PERSONNEL SERVICES NON-IT
RFx Opening Date	02/20/2026 4:30 PM	Sub Procurement Category	PERSONNEL SERVICE - NON-TECHNOLOGY
RFx Type	Invitation for Bid		
Agency	ELLISVILLE STATE SCHOOL		
RFx Description	Consultant will provide consultant services, assistance, and reviews in the support of Psychological Services Departments at Ellisville State School at Jones County, MS and South Mississippi Regional Center, Long Beach, MS.		

ms.gov/dfa/contract\_bid\_search/



# Ellisville State School

Search



[Home](#) [About Us](#) [Admissions](#) [Employment](#) [Services](#) [Contact Us](#)

[Home](#) » [Request for Proposals - Projects and Services](#)

## Request for Proposals - Projects and Services

**Employment - Contract Worker Positions postings can be viewed [here](#).**

Ellisville State School is Soliciting Request for Proposal to Provide: Psychological Services

COORDINATOR: Beverly Rogers (601) 477-5615 [Beverly.Rogers@ess.ms.gov](mailto:Beverly.Rogers@ess.ms.gov)

Bids must be received by: 4:30 PM CST, February 20, 2026

[IFB RFX Number: 3160007832](#)

Ellisville State School is Soliciting Request for Proposal to Provide: Wheelchairs, Seating Systems, Parts, Accessories and Repairs

COORDINATOR: Beverly Rogers (601) 477-5615 [Beverly.Rogers@ess.ms.gov](mailto:Beverly.Rogers@ess.ms.gov)

Bids must be received by: 4:30 PM CST, February 20, 2026

[IFB RFX Number: 3160007833](#)

Ellisville State School Notice of Emergency Contract Award: Food Management

COORDINATOR: Beverly Rogers (601) 477-5615 [Beverly.Rogers@ess.ms.gov](mailto:Beverly.Rogers@ess.ms.gov)

[Notice of Contract Award](#)



Search



04\_Bidders - Register ar



Request for Proposals -





# South Mississippi Regional Center

[Home](#) [Services](#) [Employment](#) [Resources](#) [About us](#)

[Home](#) > [Invitations for Bids](#)

## Invitations for Bids

**Psychology Services**

**[RFx 3160007832](#)**

### South Mississippi Regional Center

1170 West Railroad Street  
Long Beach, MS 39560  
(228) 868-2923



[Contact Us](#)

[ms.gov Home](#) | [ms.gov Site Policies](#) | [ms.gov Help Center](#) | [Transparency.ms.gov](#)

Copyright © 2026 State of Mississippi



Search

Malkin Behavioral - File

Inbox - Beverly Rogers -



Invitations for Bids | Sou



RFx#3160007833 SMRC



3:14 PM  
1/7/2026

System tray notification area showing a speaker icon, the time 3:14 PM, and the date 1/7/2026.



---

## Ellisville State School - Issue for Bid - RFX#3160007832 Psychology Services

---

From Beverly Rogers <beverly.rogers@ess.ms.gov>

Date Wed 1/7/2026 3:01 PM

To Mallory Malkin <malkinconsultationservices@gmail.com>

Cc Lindsay Welch <Lindsay.Welch@ess.ms.gov>

Dr Malkin,

Happy New Year!

We would like to invite you to participate in the upcoming Issue For Bid.

Some key dates to notice -

**February 20, 2026 4:30pm CST - Bid Package due**

February 24, 2026 Notice of Intent to Award

Respectfully,

*Beverly Rogers  
Procurement Officer  
Ellisville State School/South Mississippi Regional Center  
1101 Hwy 11 South  
Ellisville, MS 39437  
601-477-5615*

---

**Ellisville State School - Issue for Bid - RFX#3160007832 Psychology Services**

---

**From** Beverly Rogers <beverly.rogers@ess.ms.gov>

**Date** Thu 1/8/2026 9:57 AM

**To** Lane Staines <lstaines@scrmc.com>

**Cc** Lindsay Welch <Lindsay.Welch@ess.ms.gov>

 1 attachment (748 KB)

IFB RFX3160007832 Psychology 2026.pdf;

Happy New Year!

Lane - I'm sure SCRMC has a Psychology dept? - can you forward this Issue for Bid to the Chief Administrative person who might know if anyone who might be interested in bidding - Thank you!

We would like to invite you to participate in the upcoming Issue For Bid.

Some key dates to notice -

**February 20, 2026 4:30pm CST - Bid Package due**

February 24, 2026 Notice of Intent to Award

Respectfully,

*Beverly Rogers*

*Procurement Officer*

*Ellisville State School/South Mississippi Regional Center*

*1101 Hwy 11 South*

*Ellisville, MS 39437*

*601-477-5615*

---

**Ellisville State School - Issue for Bid - RFX#3160007832 Psychology Services**

---

**From** Beverly Rogers <beverly.rogers@ess.ms.gov>

**Date** Thu 1/8/2026 9:38 AM

**To** support@brightside.com <support@brightside.com>

 1 attachment (748 KB)

IFB RFX3160007832 Psychology 2026.pdf;

We would like to invite you to participate in the upcoming Issue For Bid.

Some key dates to notice -

**February 20, 2026 4:30pm CST - Bid Package due**

February 24, 2026 Notice of Intent to Award

Respectfully,

*Beverly Rogers*

*Procurement Officer*

*Ellisville State School/South Mississippi Regional Center*

*1101 Hwy 11 South*

*Ellisville, MS 39437*

*601-477-5615*



# Ellisville State School

Dr. Rinsey McSwain  
Director

1101 Highway 11 South  
Ellisville Mississippi 39437-4444

Phone: (601)477-9384

Psychology Services

RFx # 3160007832

Amendment One – Issued January 21, 2026

**Bid Submission Deadline: February 20, 2026, 04:30 PM CST**

PLEASE ACKNOWLEDGE THIS AND ANY OTHER AMENDMENTS BY EXECUTING THE BOTTOM OF THIS DOCUMENT and returning with your bid package.

### 5.2.4 Request for Reconsideration of the Terms of the Solicitation

Any potential bidder has an opportunity to request that the procuring Agency reconsider the terms of the solicitation. Any such request shall be filed with the Agency official primarily responsible for the procurement **and** the Director of OPSCR within three business days following the date of public notice as defined in Section 5.2.1. It shall be the sole responsibility of the requesting vendor to ensure the request is timely **received** by all required parties. Failure to timely request reconsideration in compliance with this Section results in waiver of any claim regarding the terms of the solicitation.

*PPRB OPSCR Rules and Regulations Effective September 6, 2024 Page 42 of 171*

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

Acknowledged by (signature): \_\_\_\_\_

Printed Name: \_\_\_\_\_

Company and Title: \_\_\_\_\_

Date: \_\_\_\_\_

Home » [Request for Proposals - Projects and Services](#)

## Request for Proposals - Projects and Services

Employment - Contract Worker Positions postings can be viewed [here](#).

Ellisville State School is Soliciting Request for Proposal to Provide: Facility Maintenance Services

COORDINATOR: Beverly Rogers (601) 477-5615 [Beverly.Rogers@ess.ms.gov](mailto:Beverly.Rogers@ess.ms.gov)

Bids must be received by: 4:30 PM CST, February 27, 2026

[IFB RFX Number: 3160007840](#)

Ellisville State School is Soliciting Request for Proposal to Provide: HVAC Services

COORDINATOR: Beverly Rogers (601) 477-5615 [Beverly.Rogers@ess.ms.gov](mailto:Beverly.Rogers@ess.ms.gov)

Bids must be received by: 4:30 PM CST, February 27, 2026

[IFB RFX Number: 3160007819](#)

Ellisville State School is Soliciting Request for Proposal to Provide: Psychological Services

COORDINATOR: Beverly Rogers (601) 477-5615 [Beverly.Rogers@ess.ms.gov](mailto:Beverly.Rogers@ess.ms.gov)

Bids must be received by: 4:30 PM CST, February 20, 2026

[IFB RFX Number: 3160007832](#)

[IFB RFX Number: 3160007832 Amendment One](#)



Consulting Psychologist	<a href="#">RFQ FY2025</a>	<a href="#">Intent to Award</a>
Medical Waste Disposal	<a href="#">RFQ FY2025</a>	<a href="#">Intent to Award</a>
Consulting Psychologist	<a href="#">RFQ FY2025</a>	<a href="#">Intent to Award</a>
Psychological Services	<a href="#">IFB 3160007172</a>	<a href="#">Intent to Award</a>
Employee Assistance Program	<a href="#">RFQ FY2025</a>	
Biloxi Community Homes Maintenance	<a href="#">RFQ FY2025</a>	
Psychology Services	<a href="#">RFx 3160007832</a>	<a href="#">Amendment One</a>
Wheelchairs, Parts, Accessories and Repairs	<a href="#">RFx 3160007833</a>	

Last update - 01/21/2026

**South Mississippi Regional Center**  
 1170 West Railroad Street  
 Long Beach, MS 39560  
 (228) 868-2923



[Contact Us](#)

9:43 AM  
1/21/2026

---

**Re: Ellisville State School - Issue for Bid - RFX#3160007832 Psychology Services**

---

**From** Beverly Rogers <beverly.rogers@ess.ms.gov>  
**Date** Wed 1/21/2026 9:22 AM  
**To** Mallory Malkin <malkinconsultationservices@gmail.com>  
**Cc** Lindsay Welch <Lindsay.Welch@ess.ms.gov>

 1 attachment (195 KB)  
RFX#3160007832 Psychology Services - Amendment 1.pdf;

Good Morning Dr Malkin,

Please be aware there has been an Amendment issued for the IFB - Please see attached for your convenience.

Beverly Rogers  
ESS/SMRC Procurement Officer - *CMPA*  
601-477-5615

---

**From:** Beverly Rogers <beverly.rogers@ess.ms.gov>  
**Sent:** Wednesday, January 7, 2026 3:01 PM  
**To:** Mallory Malkin <malkinconsultationservices@gmail.com>  
**Cc:** Lindsay Welch <Lindsay.Welch@ess.ms.gov>  
**Subject:** Ellisville State School - Issue for Bid - RFX#3160007832 Psychology Services

Dr Malkin,

Happy New Year!

We would like to invite you to participate in the upcoming Issue For Bid.

Some key dates to notice -

**February 20, 2026 4:30pm CST - Bid Package due**  
February 24, 2026 Notice of Intent to Award

Respectfully,

*Beverly Rogers*  
*Procurement Officer*  
*Ellisville State School/South Mississippi Regional Center*  
*1101 Hwy 11 South*  
*Ellisville, MS 39437*

---

**Re: Ellisville State School - Issue for Bid - RFX#3160007832 Psychology Services**

---

**From** Beverly Rogers <beverly.rogers@ess.ms.gov>

**Date** Wed 1/21/2026 9:24 AM

**To** Lane Staines <lstaines@scrmc.com>

**Cc** Lindsay Welch <Lindsay.Welch@ess.ms.gov>

 1 attachment (195 KB)

RFX#3160007832 Psychology Services - Amendment 1.pdf;

Good Morning Lane,

There has been an Amendment for this Issue for Bid - attached for your convenience.

Beverly Rogers  
ESS/SMRC Procurement Officer - *CMPA*  
601-477-5615

---

**From:** Beverly Rogers <beverly.rogers@ess.ms.gov>

**Sent:** Thursday, January 8, 2026 9:57 AM

**To:** Lane Staines <lstaines@scrmc.com>

**Cc:** Lindsay Welch <Lindsay.Welch@ess.ms.gov>

**Subject:** Ellisville State School - Issue for Bid - RFX#3160007832 Psychology Services

Happy New Year!

Lane - I'm sure SCRMC has a Psychology dept? - can you forward this Issue for Bid to the Chief Administrative person who might know if anyone who might be interested in bidding - Thank you!

We would like to invite you to participate in the upcoming Issue For Bid.

Some key dates to notice -

**February 20, 2026 4:30pm CST - Bid Package due**

February 24, 2026 Notice of Intent to Award

Respectfully,

*Beverly Rogers*

*Procurement Officer*

*Ellisville State School/South Mississippi Regional Center*

*1101 Hwy 11 South*

*Ellisville, MS 39437*



# Ellisville State School

Dr. Rinsey McSwain  
Director

1101 Highway 11 South  
Ellisville Mississippi 39437-4444

Phone: (601)477-9384

## Amendment 2

### Questions/Responses/Clarifications

Re: IFB 3160007832 Psychology Services

Date: January 26, 2026

- Only one clarification:

#### **Attachment A Bid Cover Sheet –**

4th question asks -

*If your company is not physically located within the vicinity, how will you supply Wheelchair Services to the agency?*

- Please substitute Psychology for Wheelchair

Please sign to acknowledge Amendment \_\_\_\_\_

Company Name \_\_\_\_\_

**\*\*please include this signed Amendment with your Bid Package Submission**

Respectfully,

*Beverly Rogers  
Procurement Officer  
Ellisville State School/South Mississippi Regional Center  
1101 Hwy 11 South  
Ellisville, MS 39437  
601-477-5615*



**STATE OF MISSISSIPPI  
ELLISVILLE STATE SCHOOL  
AMENDMENT  
Invitation for Bid**

**RESPONSES REQUIRED BY:**

Submission Date : 02/20/2026  
Submission Time : 16:30:00 CST

**RESPONSES OPENED ON:**

Opening Date : 02/20/2026  
Opening Time : 16:30:00 CST

**VENDOR NO:  
VENDOR NAME & ADDRESS:**

(To be completed by Vendor)

**SUBMIT NON-ELECTRONIC RESPONSE:**

TO :  
1101 HIGHWAY 11 SOUTH  
ELLISVILLE MS 39437  
US

RFx number : 3160007832  
Smart number : 3373-26-R-IFBD-00001  
Buyer : Lindsay Welch  
Buyer Phone : (228) 374-5000  
Email : LINDSAY.WELCH@ESS.MS.GOV

**DELIVERY POINT**

**NOTICE TO VENDOR:**

Consultant will provide consultant services, assistance, and reviews in the support of Psychological Services Departments at Ellisville State School at Jones County, MS and South Mississippi Regional Center, Long Beach, MS.

Vendor Telephone Number	Title	Date
(Typed or printed) Name of Bidder	Signature of Authorized Bidder	

**RFx number** : 3160007832 **Submission Date** : 02/20/2026 **Time** : 16:30:00 CST  
**Smart number** : 3373-26-R-IFBD-00001 **Opening Date** : 02/20/2026 **Time** : 16:30:00 CST

Item	Change Indicator	Product No. / Mfg. Part No.	Description	Delivery / Req.date	Qty	Unit
# 1			Product Category : 91878 Psychology		0.000	

**RE: Ellisville State School - Issue for Bid - RFX#3160007832 Psychology Services**

---

**From** malkinconsultationservices@gmail.com <malkinconsultationservices@gmail.com>

**Date** Mon 1/26/2026 11:01 AM

**To** Beverly Rogers <beverly.rogers@ess.ms.gov>

**Cc** Lindsay Welch <Lindsay.Welch@ess.ms.gov>

Caution: ESS SECURITY NOTIFICATION: This email is from an EXTERNAL source. Do not click links or attachments unless you recognize the sender and know the content is safe. When in doubt, contact your IT Department .

Thank you Ms. Beverly!

Sincerely,  
Dr. Malkin

Mallory L. Malkin, Ph.D., MSCP  
Licensed Clinical Psychologist  
Certified Civil Commitment Examiner  
Malkin Behavioral & Mental Health Consultation Services, PLLC

-----Original Message-----

**From:** Beverly Rogers <beverly.rogers@ess.ms.gov>

**Sent:** Monday, January 26, 2026 10:31 AM

**To:** Mallory Malkin <malkinconsultationservices@gmail.com>

**Cc:** Lindsay Welch <Lindsay.Welch@ess.ms.gov>

**Subject:** Re: Ellisville State School - Issue for Bid - RFX#3160007832  
Psychology Services

Dr Malkin,

This Amendment does not change anything about the original solicitation - sorry for any confusion, I'm correcting a word error!

Beverly Rogers  
ESS/SMRC Procurement Officer - CMPA

601-477-5615

---

From: Beverly Rogers <beverly.rogers@ess.ms.gov>  
Sent: Wednesday, January 7, 2026 3:01 PM  
To: Mallory Malkin <malkinconsultationservices@gmail.com>  
Cc: Lindsay Welch <Lindsay.Welch@ess.ms.gov>  
Subject: Ellisville State School - Issue for Bid - RFX#3160007832 Psychology Services

Dr Malkin,

Happy New Year!

We would like to invite you to participate in the upcoming Issue For Bid.

Some key dates to notice -

February 20, 2026 4:30pm CST - Bid Package due February 24, 2026 Notice of Intent to Award

Respectfully,

Beverly Rogers

Procurement Officer

Ellisville State School/South Mississippi Regional Center

1101 Hwy 11 South

Ellisville, MS 39437

601-477-5615

NOTICE: This email message and/or its attachments are the property of Ellisville State School and may contain information that is confidential or restricted. It is intended only for the individuals named as recipients in the message. If you are NOT an authorized recipient, you are prohibited from using, delivering, distributing, printing, copying, or disclosing the message or content to others and must delete the message from your computer. If you have received this message in error, please notify the sender by return email. Per Federal HIPAA Guidelines, please do not send Client/Patient identifying information through unprotected e-mail.



# Ellisville State School

- Home
- About Us
- Admissions
- Employment
- Services
- Contact Us

[Home](#) » [Request for Proposals - Projects and Services](#)

## Request for Proposals - Projects and Services

Ellisville State School is Soliciting Request for Proposal to Provide: Psychological Services

COORDINATOR: Beverly Rogers (601) 477-5615 [Beverly.Rogers@ess.ms.gov](mailto:Beverly.Rogers@ess.ms.gov)

Bids must be received by: 4:30 PM CST, February 20, 2026

[IFB RfX Number: 3160007832](#)

[IFB RfX Number: 3160007832 Amendment One](#)

[IFB RfX Number: 3160007832 Amendment Two](#)

Ellisville State School is Soliciting Request for Proposal to Provide: Wheelchairs, Seating Systems, Parts, Accessories and Repairs

COORDINATOR: Beverly Rogers (601) 477-5615 [Beverly.Rogers@ess.ms.gov](mailto:Beverly.Rogers@ess.ms.gov)

Bids must be received by: 4:30 PM CST, February 20, 2026

[IFB RfX Number: 3160007833](#)

[IFB RfX Number: 31602007833 Amendment One](#)

[IFB RfX Number: 31602007833 Amendment Two](#)

9:58 AM  
1/26/2026



# South Mississippi Regional Center

Home Services Employment Resources About us

[Home](#) » [Invitations for Bids](#)

## Invitations for Bids

Medical Waste Disposal	<a href="#">RFQ FY2025</a>	<a href="#">Intent to Award</a>	
Consulting Psychologist	<a href="#">RFQ FY2025</a>	<a href="#">Intent to Award</a>	
Psychological Services	<a href="#">IFB 3160007172</a>	<a href="#">Intent to Award</a>	
Employee Assistance Program	<a href="#">RFQ FY2025</a>	<a href="#">Intent to Award</a>	
Biloxi Community Homes Maintenance	<a href="#">RFQ FY2025</a>		
Psychology Services	<a href="#">RFx 3160007832</a>	<a href="#">Amendment One</a>	<a href="#">Amendment Two</a>
Wheelchairs, Parts, Accessories and Repairs	<a href="#">RFx 3160007833</a>	<a href="#">Amendment One</a>	<a href="#">Amendment Two</a>

## Register of Bidders

Vendor	Method informed	Email Address	In-State	Date Informed	Date Contacted ESS	Contact	phone	Questions recd	Date Bid Received	Time Recd	How Recd
Brightside Health	email	<a href="mailto:support@brightside.com">support@brightside.com</a>	Yes	1/8/2026	1/8/26 Not interested-outside their scope of services						
Cynet Health	email	<a href="mailto:unnati.t@cynethealth.com">unnati.t@cynethealth.com</a>	No		1/13/2026	Unnati Tiwari		1/13/2026			
Delta-T Group	email	<a href="mailto:rtp@deltatg.com">rtp@deltatg.com</a>	No		1/13/2026	Martin Schratz, Regional Manager		1/13/2026			
Malkin Behavioral and Mental Health Services	email	<a href="mailto:malkinconsultationservices@gmail.com">malkinconsultationservices@gmail.com</a>	Yes	1/7/2026		Dr Mallory Malkin		NONE	1/30/2026	1:20pm	manila envelope
Presence	email	<a href="mailto:ellesse.ortiz@presence.com">ellesse.ortiz@presence.com</a>	No		1/8/2026	Ellesse Ortiz		1/8/2026			
South Central Regional Mississippi Center	email	<a href="mailto:lstaines@scrmc.com">lstaines@scrmc.com</a>	Yes	1/8/2026		Lane Staines					
Vocovision	email	<a href="mailto:matthew.monteone@vocovision.com">matthew.monteone@vocovision.com</a>	No		1/28/2026	Matthew Monteone					
Adelphi	email	<a href="mailto:cwalker@adelphistaffing.com">cwalker@adelphistaffing.com</a>	No		2/10/2026	Carol Walker	(678) 439-0747	2/10/2026	2/20/2026	3:46pm	email
Texas Therapy Consultants	email	<a href="mailto:admin@ttconsultants.net">admin@ttconsultants.net</a>	No		2/19/2026	TTC Admin	832-615-4902		2/19/2026	5:06pm	email

**Attachment A**

**BID COVER SHEET**

Bids are to be submitted as listed below, on or before **4:30 PM CST, February 20, 2026.**

**PLEASE MARK YOUR ENVELOPE:**

**SEALED BID – DO NOT OPEN**

**Psychology Bid Opening 02.23.26**

Name of Company: Malkin Behavioral and Mental Health Consultation Services, PLLC

Quoted By: Mallory L. Malkin Ph.D., MSCP

Signature: 

Address: 455 Lynn Ray Rd

City/State/Zip: Petal, MS 39465

Telephone: 267-640-8472

E-Mail Address: malkinconsultationservices@gmail.com

**Name and phone number of Company Representative to be contacted by Agencies seeking to contract for services pursuant to this IFB:** Mallory L. Malkin, Ph.D., MSCP (267-640-8472)

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

What year was this company established? **February 12, 2020**

How many years has the firm been in business of performing the services called for in this IFB? **6 years**

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

Physical Location: **455 Lynn Ray Rd Petal, MS 39465; Mailing Address: 121 Morris Street, #36 Petal, MS 39465**

If your company is not physically located within the vicinity, how will you supply Psychological Services to the agency? **Malkin Behavioral and Mental Health Consultation Services, PLLC is located within 25 miles of Ellisville State School and within 85 miles of South Mississippi Regional Center.**

---

Is your company currently for sale or involved in any transaction to expand or to become acquired by another business entity? If yes, please discuss the impact both in organizational and directional terms. **No, Malkin Behavioral and Mental Health Consultation Services is not for sale or involved in any transaction to expand or become acquired by another business entity.**

Is your company licensed and/or certified to provide Psychological Services as required by any and all applicable Federal and State law(s)? **Yes, the owner and sole proprietor is licensed to provide psychological and consultative services in Mississippi. Malkin Behavioral and Mental Health Consultation Services, PLLC is also licensed to operate within the state of Mississippi**

List all licenses or permits your company possesses that are applicable to perform the services required in this IFB. **Dr. Mallory L. Malkin is Licensed as a Clinical Psychologist and Certified Civil Commitment Examiner in Mississippi by the Mississippi Board of Psychology (License MS# 55 980); Licensed as a Clinical Psychologist by the Louisiana State Board of Examiners of Psychologists (License LA# 1643); and Credentialed with the National Register of Health Service Psychologists (HSP) (Credential #55210)**

For how many customers has your company provided Psychological Services in the past two years? **Malkin Behavioral and Mental Health Consultation Services, PLLC has served three primary customers in the past two years.**

What is the largest customer your company has provided Psychological Services for in the past two years? **The largest customer Malkin Behavioral and Mental Health Consultation Services, PLLC has served in the past two years is Ellisville State School, ICF/IID Facility.**

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

**Dr. Mallory L. Malkin is a licensed clinical psychologist with broad experience and training. Relevant to the current IFB, Dr. Malkin has 11 years of experience serving Intellectually and Developmentally Delayed population through assessment, behavioral intervention, staff supervision, and programmatic review. Dr. Malkin earned her Doctorate of Philosophy (Ph.D.) in Clinical Psychology from The University of Southern Mississippi and her Post-Doctoral Master's in Clinical Psychopharmacology (MSCP) from Fairleigh Dickinson University.**

**Attachment B  
BID FORM**

Company	Contact Person	Telephone Number
Malkin Behavioral and Mental Health Consultation Services, PLLC	Dr. Mallory L. Malkin	267-640-8472 (mobile)

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

1. All required equipment/material;
2. All required insurance, bond, or other surety;
3. All required overhead;
4. All required profit;
5. All required vehicles;
6. All required fuel and mileage;
7. All required labor and supervision;
8. All required business and professional certifications, licenses, permits, or fees; and,
9. Any and all other costs.

All pricing to provide Psychological Services to perform consultative services should include all associated costs for the items with no additional or hidden fees.

Consultant will provide consultative services, assistance, and reviews in support of the Psychological Services Departments at Ellisville State School (ESS) and South Mississippi Regional Center (SMRC).

Location of work:

**Ellisville State School** – 1101 HWY 11 South, Ellisville MS 39437

**South Mississippi Regional Center** – 1170 West Railroad St, Long Beach MS 39560

- A. Consultant will adhere to the American Psychological Association (APA) **Ethical Principles of Psychologists and Code of Conduct** (2017) and, Rules and Regulations of the Mississippi Board of Psychology dated October 19, 2022.
- B. The consultant must be located within driving distance of Ellisville State School and able to drive to South Mississippi Regional Center to visit personally and perform duties.
- C. Consultant will review and sign Level II evaluations for Jaycee Evaluation Center at Ellisville State School and the Diagnostic and Evaluation Services Center at South Mississippi Regional Center.
- D. The consultant will review and approve psychological evaluations entered into software LTSS for Jaycee Evaluation Center at Ellisville State School and the Diagnostic and Evaluation Services Center at South Mississippi Regional Center.
- E. The consultant will review applicable Psychological Services Policies and Procedures and provide recommendations to the Agency Director or their designee.
- F. The consultant agrees to provide in-service training and ad-hoc training materials on topics mutually agreed upon.

- G. Consultant agrees to perform mutually agreed upon "other duties" as deemed appropriate and necessary in the role of a consulting licensed psychologist.
- H. Consultant agrees to meet or exceed professional standards established by the Mississippi Board of Psychology, the governing authority for licensed psychologists in Mississippi.
- I. The consultant agrees to follow the policies and procedures of the Agency and attends an agency-provided orientation.
- J. Consultant will furnish a Curriculum Vitae for review.
- K. Consultant currently holds and maintains an active License to practice as a psychologist as approved by the Mississippi Board of Psychology. A copy of the license will be provided.
- L. The consultant agrees to maintain active registration through the **System for Award Management (SAM)**.
- M. The consultant will invoice on the last working day of each month.

Please list the monthly price for each unit description below:

Unit Description	Monthly Price
Standard - ESS	\$ 11,000.00
On-Call - ESS	\$ 650.00
Standard - SMRC	\$ included in standard - ESS
On-Call - SMRC	\$ included in on call - ESS

Company Name: Malkin Behavioral and Mental Health Consultation Services, PLLC  
 Printed Name of Representative: Mallory Laine Malkin, Ph.D., MSCP  
 Date:

**Signature** 

**Attachment C**  
**REFERENCES**

**REFERENCE 1**

**Name of Company:** Mississippi Department of Mental Health  
**Dates of Service:** April 2021 - July 2023  
**Contact Person:** Mr. Brent Hurley  
**Address:** 1101 Robert E. Lee Building 239 N. Lamar Street  
**City/State/Zip:** Jackson, MS 39201  
**Telephone Number:**  
**Cell Number:** 769-209-3832  
**E-mail:** brent.hurley@dmh.ms.gov  
**Alternative Contact Person (optional):**  
**Telephone Number:**  
**Cell Number:**  
**E-mail:**

**REFERENCE 2**

**Name of Company:** Ellisville State School  
**Dates of Service:** April 2019 - April 2021; January 2024 - present  
**Contact Person:** Dr. Rinsey McSwain, Agency Director of Ellisville State School  
**Address:** 1101 US-11  
**City/State/Zip:** Ellisville, MS 39437  
**Telephone Number:**  
**Cell Number:** 601-477-5596  
**E-mail:** rinsey.mcswain@ess.ms.gov  
**Alternative Contact Person (optional):**  
**Telephone Number:**  
**Cell Number:**  
**E-mail:**

**REFERENCE 3**

**Name of Company:** Mississippi State Hospital  
**Dates of Service:**  
**Contact Person:** Dr. Amanda Gugliano, Director, MSH Forensic Evaluation Service  
**Address:** 3550 Highway 468 West  
**City/State/Zip:** Whitfield, MS 39193  
**Telephone Number:**  
**Cell Number:** 602-740-7096  
**E-mail:** Amanda.Gugliano@msh.ms.gov  
**Alternative Contact Person (optional):**  
**Telephone Number:**  
**Cell Number:**  
**Email:**

## Attachment E Certifications & Assurances

By signing below, the company Representative certifies they have authority to bind the company, and further acknowledges and certifies on behalf of the company:

1. That they have thoroughly read and understand 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 G and H);
4. That the company will perform the services required at the prices quoted above.
5. That, to the best of knowledge and belief, the cost or pricing data submitted is accurate, complete, and current as of this submission date;
6. The Vendor represents that its workers are licensed, certified and possess the requisite credentials to do service and,
7. **NON-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 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.
8. **CERTIFICATION OF INDEPENDENT PRICE DETERMINATION**  
By submitting a **bid**, the **bidder** certifies that the prices submitted in response to the solicitation have been arrived independently and without any consultation, communication, or agreement with any other **bidder** or competitor for the purpose of restricting competition.
9. **OFFEROR'S REPRESENTATION REGARDING CONTINGENT FEES:** By **responding to the solicitation** the **Vendor** represents that it has not retained any person or agency on a percentage, commission, or other contingent arrangement to secure this contract. If the **Vendor** cannot make such a representation, a full and complete explanation shall be submitted in writing **to the Agency prior to contract execution**.
10. **REPRESENTATION REGARDING CONTINGENT FEES:** Vendor represents that it *has not* retained a person to solicit or secure a State contract upon an agreement or understanding for a commission, percentage, brokerage, or other contingent fee, except as disclosed in the Vendor's bid.
11. **REPRESENTATION REGARDING GRATUITIES:** **Vendor** represents that it has not, is not, and will not offer, give, or agree to give any employee or former employee of "Agency" 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. **Vendor** further represents that no employee or former employee of "Agency"

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 Vendor. Vendor 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.

Printed Name of Representative: Mallory L. Malkin Ph.D., MSCP

Date: January 30, 2026

Signature:  PMO MSCP

**Note:** Failure to sign 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.

**\*Please include in Bid Package when submitting\***

**Attachment F**  
**RELEASE OF BID AS PUBLIC RECORD**

Notice to the bidder that the redacted version of the bid – or if a bidder does not produce a redacted version, 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 one of the following statements as applicable regarding release of its bid document as a public record. A bidder may be deemed non-responsive if the bidder fails to comply with the requirements of the statement acknowledged.*

Choose one:

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 are redacted in black. Bidder acknowledges that it may be subject to exclusion pursuant to Chapter 15 of the PPRB OPSCR Rules and Regulations if the [Agency] or the Public Procurement Review Board determine redactions were made 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 Agency 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 Agency 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.

Printed Name of Representative: Mallory L. Malkin Ph.D., MSCP

Date: January 30, 2026

Signature: 

**\*Please include in Bid Package when submitting\***



# Ellisville State School

Dr. Rinsey McSwain  
Director

1101 Highway 11 South  
Ellisville Mississippi 39437-4444

Phone: (601)477-9384

Psychology Services

RFx # 3160007832

Amendment One – Issued January 21, 2026

**Bid Submission Deadline: February 20, 2026, 04:30 PM CST**

PLEASE ACKNOWLEDGE THIS AND ANY OTHER AMENDMENTS BY EXECUTING THE BOTTOM OF THIS DOCUMENT and returning with your bid package.

## 5.2.4 Request for Reconsideration of the Terms of the Solicitation

Any potential bidder has an opportunity to request that the procuring Agency reconsider the terms of the solicitation. Any such request shall be filed with the Agency official primarily responsible for the procurement **and** the Director of OPSCR within three business days following the date of public notice as defined in Section 5.2.1. It shall be the sole responsibility of the requesting vendor to ensure the request is timely **received** by all required parties. Failure to timely request reconsideration in compliance with this Section results in waiver of any claim regarding the terms of the solicitation.

*PPRB OPSCR Rules and Regulations Effective September 6, 2024 Page 42 of 171*

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

Acknowledged by (signature):

Printed Name: Mallory L. Malkin, Ph.D., MSCP

Company and Title: Malkin Behavioral and Mental Health Consultation Services, PLLC

Date: January 30, 2026



# Ellisville State School

Dr. Rinsey McSwain  
Director

1101 Highway 11 South  
Ellisville Mississippi 39437-4444

Phone: (601)477-9384

## Amendment 2

### Questions/Responses/Clarifications

Re: IFB 3160007832 Psychology Services

Date: January 26, 2026

- Only one clarification:

#### Attachment A Bid Cover Sheet –

4th question asks -

*If your company is not physically located within the vicinity, how will you supply Wheelchair Services to the agency?*

- Please substitute Psychology for Wheelchair

Please sign to acknowledge Amendment

Company Name: Malkin Behavioral and Mental Health Consultation Services, PLLC

**\*\*please include this signed Amendment with your Bid Package Submission**

Respectfully,

*Beverly Rogers*

*Procurement Officer*

*Ellisville State School/South Mississippi Regional Center*

*1101 Hwy 11 South*

*Ellisville, MS 39437*

*601-477-5615*

# State of Mississippi

## Certificate of Formation

Acting under the authority vested in me as Secretary of State by the Constitution and Laws of this State,  
I do hereby certify the following has satisfied all conditions precedent for formation in this State.

Malkin Behavioral and Mental Health Consultation  
Services PLLC



Given this the 12th day of February, Two Thousand and  
Twenty, in the Capital City of Jackson, Mississippi  
under my Hand and Seal.

*Michael Watson*

**MISSISSIPPI BOARD OF PSYCHOLOGY**

This certifies that

*Mallory Laine Malkin, Ph.D.*

Whose credentials have been approved by the Mississippi Board of Psychology

Licensed Number: 55 980      Originally Issued: 2/5/2016

Has registered with the Mississippi Board of Psychology as required by Title 73, Chapter 31, Sections 1-29, of the Mississippi code 1972 and is licensed to practice as a **PSYCHOLOGIST** and is duly certified to perform **CIVIL COMMITMENT EVALUATIONS** in the State of Mississippi.

Current license valid from July 1, 2025 through June 30, 2026

*Monica J. Sutton, PhD*

Executive Secretary

**Mississippi Board of Psychology**

This certifies that

*Mallory Laine Malkin, Ph.D.*

Whose credentials have been approved by the Board of Psychology

License Number: 55 980      Originally Issued: 2/5/2016

Has registered with Mississippi Board of Psychology as required by Title 73, Chapter 31, Sections 1-29, of the Mississippi Code 1972, and is licensed to practice as a **PSYCHOLOGIST** and is duly certified to perform **CIVIL COMMITMENT EVALUATIONS** in the State of Mississippi.

Current license valid from July 1, 2025 through June 30, 2026

# CURRICULUM VITAE

## MALLORY LAINE MALKIN, Ph.D., MSCP

Permanent Mobile Phone: (267) 640 – 8472

Email: [mallorymalkin@gmail.com](mailto:mallorymalkin@gmail.com)

[malkinconsultationservices@gmail.com](mailto:malkinconsultationservices@gmail.com)

---

### LICENSE/BOARD CERTIFICATIONS

State of Mississippi, Licensed Clinical Psychologist (License # 55 980, February 2016)  
Civil Commitment Examiner (duly certified to perform Civil Commitment Evaluations in the State of Mississippi, March 2018)  
State of Louisiana, Licensed Clinical Psychologist (License #1643, August 2022)  
Credentialed as a National Register of Health Service Psychologist (# 55210, July 2016)  
Certification of Professional Qualification in Psychology (CPQ) (#9785, November 2021)  
E. Passport, issued by Association of State and Provincial Psychology Boards (ASPPB) (April 2025)  
Authority to Practice Interjurisdictional Telepsychology (APIT) issued by Association of State and Provincial Psychology Boards (ASPPB) (PSYPACT) (#9785, May 2025)

### EDUCATION

February 2025	<b>Master of Science in Clinical Psychopharmacology (MSCP)</b> Fairleigh Dickinson University Teaneck, New Jersey
August 2014	<b>Doctor of Philosophy (Ph.D.)</b> The University of Southern Mississippi (APA Accredited) Hattiesburg, Mississippi Emphasis: Clinical Child Psychology
June 2014	<b>University of Mississippi Medical Center/ G.V. (Sonny) Montgomery Medical Center</b> Doctoral Psychology Internship (APA Accredited) Jackson, Mississippi July 1, 2013 - June 30, 2014
December 2010	<b>Master of Arts, Psychology</b> The University of Southern Mississippi Hattiesburg, Mississippi
December 2007	<b>Bachelor of Arts, Psychology/Criminal Justice</b> Guilford College Greensboro, North Carolina Honors Program; Honors Thesis

### BUSINESS

2020 – present	<b>Malkin Behavioral and Mental Health Consultation Services, PLLC</b> Business Owner
----------------	--

**CLINICAL APPOINTMENTS**

- 2023 – present      **Dawson Ctr/Defense Health Agency (DHA)**  
**Department of Defense**  
**Brooke Army Medical Center (BAMC) privileges**  
**U.S. Army Medical Command**  
**Tele-behavioral Health – BRAVE program**  
**Remote**  
*Licensed Clinical Psychologist*
- 2021 – 2023      **Mississippi Department of Mental Health**  
**Bureau of Behavioral Health Services**  
**Jackson, Mississippi**  
*Chief Clinical Officer (CCO)*
- 2020 – 2021      **Jones County School District**  
**Laurel, Mississippi**  
*Evaluator*
- 2019 – 2021      **Ellisville State School**  
**Mississippi Department of Mental Health**  
**Bureau of Intellectual and Developmental Disabilities Division**  
**Ellisville, Mississippi**  
*Director of Psychological Services*
- 2016 – 2019      **Forrest General Hospital**  
**Hattiesburg, Mississippi**  
**Pine Grove Behavioral Health and Addiction Services**  
*Licensed Clinical Psychologist*

**FACULTY APPOINTMENTS**

- 2020 – 2024      **The University of Southern Mississippi**  
**Hattiesburg, Mississippi**  
Adjunct Assistant Professor Faculty Appointment  
Department of Psychology
- 2019 – present      **University of Maryland Global Campus**  
**Adelphi, Maryland**  
Adjunct Assistant Professor Faculty Appointment  
Department of Psychology
- 2014 – present      **Mississippi State University**  
**Mississippi State, Mississippi**  
Lecturer  
Department of Psychology

2014 –2021           **Mississippi University for Women**  
**Columbus, Mississippi**  
Assistant Professor of Psychology  
Adjunct Faculty Appointment (2018 – 2021)  
College of Education and Human Sciences  
Department of Psychology and Family Studies

#### **EXECUTIVE COMMITTEE/BOARD APPOINTMENTS**

2022 – 2023           **Mississippi Psychological Association (MPA)**  
Past-President/2022 MPA Convention Chair

2021 – 2022           **Mississippi Psychological Association (MPA)**  
President

2020 – 2021           **Mississippi Psychological Association (MPA)**  
President-Elect

2019 – 2022           **Kids Hub Children’s Advocacy Center**  
**Board of Directors**  
Vice-Chair

2018 – 2019           **Kids Hub Children’s Advocacy Center**  
**Board of Directors**  
Board Secretary

2018 – 2020           **Mississippi Psychological Association (MPA) Executive Committee**  
*Appointed Continuing Education (CE) Chair*

2017 – 2019           **Mississippi Psychological Association (MPA) Executive Committee**  
*Region 3 Representative*

#### **CONSULTATION**

2024 – present       Contract Psychologist for Ellisville State School (ICF/IDD Facility) and  
South Mississippi Regional Center

2023 – 2024       Subject Matter Expert (SME) and Consultant for Agate Publishing

2020 – 2022       Dane Street Medical Review  
Physician Panel Contractor- Psychology

2019 – present       Expert Witness-Consultant

2016 – 2024       Subject Matter Expert (SME) and Consultant for Bedford, Freeman, and  
Worth Publishing

2015 – 2024       Subject Matter Expert (SME) and Consultant for Hyde Park Publishing  
Company

2014 – present      Subject Matter Expert (SME) Consultant for Macmillan Publishing Company

**TRAININGS/WORKSHOPS/CERTIFICATIONS** (\*available upon request)

**PRESENTATIONS/TRAININGS** (experienced presenter and trainer on a diverse array of topics. Presentation titles and content available upon request) \*

**PUBLICATIONS (PEER REVIEWED) (11)**

**Malkin, M.L., & McKinney, C.** (2018). Racial Differences in Parental Involvement and Harsh Discipline: Processes Related to Regard for Parents. *Journal of Family Issues*. DOI 10.1177/0192513X18819218

McKinney, C., Gadke, D. L., & **Malkin, M.L.** (2018). Autism Spectrum Disorder Traits in Typically Developing Emerging Adults and Associated Parenting: A Person-Centered Approach. *Journal of American College Health*, 1-9. DOI: 10.1080/07448481.2018.1440576

McKinney, C., Brown, K., & **Malkin, M.L.**, (2018). Parenting Style, Discipline, and Psychological Symptoms in Parents: Gender Dyadic Interactions in Emerging Adults. *Journal of Child and Family Issues*, 27, 290-301.

**Malkin, M.L.** (2017) (*Invited Submission*). Phobia. In V. Zeigler-Hill, T.K. Shackelford (eds.), *Encyclopedia of Personality and Individual Differences*. New York, NY: Springer. DOI 10.1007/978-3-319-28099-8\_927-1.

Whalen, D. J., **Malkin, M. L.**, Freeman, M. J., Young, J., & Gratz, K. L. (2015). Brief report: Borderline personality symptoms and perceived caregiver criticism in adolescents. *Journal of adolescence*, 41, 157-161.

Sippel, L.M., Jones, R.E., Bordieri, M.J., Dixon, L.J., May, A.C., **Malkin, M.L.**, Schumacher, J., & Coffey, S. (2014). Moderating Effects of Anxiety Sensitivity and Emotion Regulation on PTSD Symptoms in PTSD-Substance Dependence. *Cognitive Therapy and Research*, 1- 8.

Guelker, M. D., Barry, C. T., Barry, T. D., & **Malkin, M. L.** (2014). Perceived positive outcomes as a mediator between adolescent callous-unemotional traits and antisocial behavior. *Personality and Individual Differences*, 69, 129-134.

Zeigler-Hill, V., Besser, A., Myers, E. M., Southard, A. C., & **Malkin, M. L.** (2013). The status-signaling property of self-esteem: The role of self-reported self-esteem and perceived self-esteem in personality judgments. *Journal of Personality*, 81, 209-220.

**Malkin, M. L.**, Zeigler-Hill, V., Barry, C. T., & Southard, A. C. (2013). The view from the looking glass: How are narcissistic individuals perceived by others? *Journal of Personality*, 81, 1-15.

**Malkin, M.L.**, Barry, C.T., & Zeigler-Hill, V. (2011). Covert Narcissism as a Predictor of Internalizing Symptoms after Performance Feedback in Adolescents. *Personality and Individual Differences*, 51, 623-628.

Barry, C.T. & Malkin, M.L. (2010). The Relation between Adolescent Narcissism and Internalizing Problems Depends on the Conceptualization of Narcissism. *The Journal of Research in Personality*, 44, 684-690.

### **BOOK CHAPTERS (1)**

Barry, C.T. & Malkin, M.L. (2012). The Assessment of Antisocial Behavior in Children and Adolescents. In C. Thomas & K. Pope (Eds.) *The Origins of Antisocial Behavior: A Developmental Perspective*.

### **POSTERS (17)**

Cohen, S., Hernandez, J., Lauzen-Collins, L., Malkin, M.L., & Ritts, V. (2019). *In search of 99% accuracy? Not without a buddy!* Roundtable Discussion to be presented at the 91<sup>st</sup> Annual Midwestern Psychological Association: Society for the Teaching of Psychology (STP) in Chicago, Illinois (April 11<sup>th</sup>-13<sup>th</sup>, 2019).

Kauten, R.L., Lui, J.H., Stary, A.K., Barry, C.T., & Malkin, M.L. (2014). *Purging my "friends" list. Good luck making the cut: Perception and treatment implications of narcissism on Facebook.* Poster to be presented at the 48<sup>th</sup> Annual Convention of the Association for Behavioral and Cognitive Therapies in Philadelphia, Pennsylvania (November 20<sup>th</sup> – 23<sup>rd</sup>, 2014).

Leachman, L., Malkin, M.L., & Barry, C.T. (2013). *The influence of child abuse on risk-taking behaviors in adolescents.* Poster presented at the 47<sup>th</sup> Annual Convention of the Association for Behavioral and Cognitive Therapies in Nashville, Tennessee (November 21<sup>st</sup>- 24<sup>th</sup>, 2013).

Kauten, R., Barry, C.T., Malkin, M.L., Rivera-Hudson, N. (2012). *Vulnerable narcissism as a risk factor for both internalizing and externalizing behaviors in adolescents.* Poster presented at the 46<sup>th</sup> Annual Convention of the Association for Behavioral and Cognitive Therapies in National Harbor, Maryland (November 15<sup>th</sup> – 18<sup>th</sup>, 2012).

Malkin, M.L., Barry, C.T., & Zeigler-Hill, V. (2012). *Narcissism as a predictor of change in internalizing symptoms after performance feedback in an at-risk adolescent sample.* Presentation talk at the University of Southern Mississippi Graduate Research Student Symposium in Hattiesburg, Mississippi (March 23<sup>rd</sup>, 2012).

Tomeny, T.S., Malkin, M.L., Bader, S.H., & Barry, T.D. (2011). *Internalizing and externalizing problems in typically-developing children and children with an autism spectrum disorder as predictors of maladjustment in siblings.* Poster presented at the 45<sup>th</sup> Annual Convention of the Association for Behavioral and Cognitive Therapies in Toronto, Canada (November 10-13<sup>th</sup>, 2011).

Tomeny, T.S., Malkin, M.L., Bader, S.H., & Barry, T.D. (2011). *Birth order moderates relation between externalizing behaviors in children with an autism spectrum disorder and externalizing behaviors in their typically-developing siblings.* Poster presented at the 45<sup>th</sup> Annual Convention of the Association for Behavioral and Cognitive Therapies in Toronto, Canada (November 10-13<sup>th</sup>, 2011).

**Malkin, M.L.,** Barry, C.T., Rivera-Hudson, N., & Tomeny, T. (2011). *The moderating influence of self-reported narcissistic tendencies on the relation between parent-reported depression and relational aggression.* Poster presented at the 62<sup>nd</sup> Annual Convention of the Mississippi Psychological Association in Biloxi, Mississippi (September 21<sup>st</sup> -23<sup>rd</sup>, 2011).

Rivera-Hudson, N.J., Golmaryami, F.N., Barry, C.T., & **Malkin, M.L.** (2010). *The influence of callous-unemotional traits and peer delinquency on overt and relational aggression.* Poster presented at the 119<sup>th</sup> Annual Convention of the American Psychological Association in Washington, DC. (August 4-7<sup>th</sup>, 2011).

**Malkin, M.L.,** Tyson, K.L., Barry, C.T., Guelker, M.D. (May 2010). *The moderating influence of self-esteem on the relation between narcissism and anxiety.* Poster presented at the 22<sup>nd</sup> Annual Meeting of the Association for Psychological Science in Boston, MA.

Wallace, M. T., Barry, C. T., & **Malkin, M. L.** (May 2010). *Mediation of the Self-Esteem Aggression Relation by Attributional Style.* Poster presented at the 22<sup>nd</sup> Annual Meeting of the Association for Psychological Sciences in Boston, MA.

Wallace, M., Barry, C.T., Pickard, J.D., & **Malkin, M.L.** (March 2010). *Hope as a Moderator in the Narcissism-Proactive Aggression Relation.* Poster presented at 56<sup>th</sup> Annual Meeting of the Southeastern Psychological Association in Chattanooga, TN.

Tyson, K.L. & **Malkin, M.L.** (March 2010). *Child Routines: Mediator between Dyadic Adjustment and Children's Externalizing Behavior.* Poster presented at 56<sup>th</sup> Annual Meeting of the Southeastern Psychological Association in Chattanooga, TN.

Pickard, J. D., Guelker, M. D., & **Malkin, M. L.** (April, 2009). *The Influence of Parental Warmth on the Relation between Callous-Unemotional Traits and Aggression in Youths.* Poster presented at the 3<sup>rd</sup> Society for the Scientific Study of Psychopathy conference in New Orleans, LA.

Guelker, M. D., **Malkin, M. L.,** & Pickard, J. D. (April, 2009). *BASC-2 Moderators of the relation between callous-unemotional traits and aggression in youths.* Poster presented at the 3<sup>rd</sup> Society for the Scientific Study of Psychopathy conference in New Orleans, LA.

**Malkin, M. L.,** Guelker, M. D., Barry, C. T., & Crawford, S. (February 2009). *Correlates of two measures of adolescent narcissism.* Poster presented at the 55<sup>th</sup> Annual Meeting of the Southeastern Psychological Association in New Orleans, LA.

**Malkin, M.L.,** & Lawrence, E. (March 2008). *Correlational analysis of obsessive-compulsive tendencies and the ability to suppress intrusive or unwanted thoughts.* Poster Presented at the 54<sup>th</sup> Annual Meeting of the Southeastern Psychological Association in Charlotte, NC.

### **NON-PEER REVIEWED PUBLICATIONS (2)**

**Malkin, M.L.** (June 2020). Coping during the COVID-19 Pandemic: Pregnancy and Postpartum Depression. *Mississippi Board of Nursing.* 12, 18-19.

**Malkin, M.L.** & Smith, S. (Summer 2018). Substance Use and Eating Disorders: Important Considerations on College Campuses. *Recovery Campus Magazine.*

**OTHER CONFERENCE RELATED EXPERIENCE**

*Exhibitor* for Pine Grove Behavioral Health at the 51<sup>st</sup> Annual Meeting of the Association for Behavioral and Cognitive Therapies (ABCT) in San Diego, CA (11/16/17-11/19/17).

**PEER REVIEW ACTIVITIES**

06/20 – 01/22      **Reviewer for European Journal of Developmental Psychology**  
 10/16 – 01/22      **Reviewer for Emerging Adulthood**  
 01/15 – 01/22      **Reviewer for North American Journal of Psychology**  
 09/13                **Co-Reviewed for Journal of Abnormal Psychology**  
 03/11                **Mentored Reviewer for Journal of Pediatric Psychology**  
 07/10                **Mentored Reviewer for Journal of Pediatric Psychology**

**FACULTY/STAFF COMMITTEES & SERVICE:**

2020- 2023            **Postpartum Depression Advisory Council**  
                               Department of Mental Health (DMH)  
 2018- 2019            **Pine Grove Behavioral Health Continuing Education Committee**  
 2016- 2019            **Pine Grove Behavioral Health Externship Supervisor:**  
                               Child and Adolescent Inpatient Unit  
                               Outpatient Rehabilitation Services  
                               Employee Assistance Program (EAP)  
 2016- 2019            **Pine Grove Behavioral Health Doctoral Internship Committee**  
 2015- 2017            **MUW Recruitment, Retention & Outreach Taskforce**  
 2015- 2017            **MUW Social Sciences Undergraduate Research Colloquium**  
                               (April 11<sup>th</sup>, 2015; April 9<sup>th</sup>, 2016; April 22<sup>nd</sup>, 2017)  
 2014- 2017            **MUW Faculty Representative on Early Childhood Taskforce**  
 2014- 2017            **MUW Faculty Research Committee Representative**  
 2014- 2017            **Faculty Co-Sponsor MUW Psychology Club**  
 2014- 2015            **MUW Senior Interdisciplinary Studies Project Faculty Committee**  
                               **Member**

**TEACHING EXPERIENCE:** (various mediums: hybrid, online [Blackboard, Canvas, & LMS], face-to-face classroom)  
 \*(course descriptions and student evaluations available upon request) \*

**Fall 2025**

*PSYC-3353-501 Motivation (online)*  
*PSYC-3363-501 Behavior Modification (online)*  
*PSYC-4353-501/01 Psychology and Law (online)*  
**Mississippi State University**

*PSYC-353 Psychopathology and Mental Health (online)*  
**University of Maryland Global Campus**

**Summer 2025**

*PSYC-3353-501 Motivation (online)*  
**Mississippi State University**

*PSYC-100 Introduction to Psychology (online)*  
**University of Maryland Global Campus**

**Spring 2025**

*PSYC-3353-501 Motivation (online)*

*PSYC-3363-501 Behavior Modification (online)*

*PSYC-3803-501 Introduction to Developmental Psychology (online)*

**Mississippi State University**

**Fall 2024**

*PSYC-3353-501 Motivation (online)*

*PSYC-3363-501 Behavior Modification (online)*

**Mississippi State University**

*PSYC-353 Psychopathology and Mental Health (online)*

*PSYC-100 Introduction to Psychology (online)*

**University of Maryland Global Campus**

**Summer 2024**

*PSYC-3363-501 Behavior Modification (online)*

**Mississippi State University**

*PSYC-353 Psychopathology and Mental Health (online)*

*PSYC-436 Introduction to Clinical Psychology (online)*

**University of Maryland Global Campus**

*PSY 782 H003 Doctoral Graduate Program Clinical Practicum- Child and Adolescent (online)*

**The University of Southern Mississippi**

**Spring 2024**

*PSYC-3353-501 Motivation (online)*

*PSYC-3363-501 Behavior Modification (online)*

*PSYC-3803-501 Introduction to Developmental Psychology (online)*

**Mississippi State University**

*PSYC-301 Biological Basis of Behavior (online)*

**University of Maryland Global Campus**

**Fall 2023**

*PSYC-3353-501 Motivation (online) (two sections)*

*PSYC-3104-502 Introductory Psychology Statistics (online + lab)*

**Mississippi State University**

*PSYC-436 Clinical Psychology (online)*

*PSYC-353 Abnormal Psychology (online)*

**University of Maryland Global Campus**

**Summer 2023**

*PSY 782 H003 Doctoral Graduate Program Clinical Practicum- Child and Adolescent (online)*

**The University of Southern Mississippi**

*PSYC-436 Clinical Psychology (online)*

**University of Maryland Global Campus**

*PSYC-3353-501 Motivation (online)*

*PSYC-3104-502 Introductory Psychology Statistics (online + lab)*

**Mississippi State University**

**Spring 2023**

*PSYC-301 Biological Basis of Behavior (online)*  
**University of Maryland Global Campus**

*PSYC-3353-501 Motivation (online)*  
*PSYC-3803-501 Introduction to Developmental Psychology (online)*  
*PSYC-3104-502 Introductory Psychology Statistics (online + lab)*  
**Mississippi State University**

**Fall 2022**

*PSYC-3353-501 Motivation (online)*  
*PSYC-3363-501 Behavior Modification (online)*  
*PSYC-3104-502 Introductory Psychology Statistics (online + lab)*  
**Mississippi State University**

**Summer 2022**

*PSYC-436 Clinical Psychology (online)*  
**University of Maryland Global Campus**

*PSYC-3353 Motivation (online)*  
*PSYC-3363 Behavior Modification (online)*  
**Mississippi State University**

*PSY 782 H003 Doctoral Graduate Program Clinical Practicum- Child and Adolescent (online)*  
**The University of Southern Mississippi**

**Spring 2022**

*PSYC-353 Abnormal Psychology (online)*  
*PSYC-436 Clinical Psychology (online)*  
**University of Maryland Global Campus**

*PSY 3803-501 Introduction to Developmental Psychology (online)*  
*PSY 3353-501 Motivational Psychology (online)*  
**Mississippi State University**

**Fall 2021**

*PSYC-353 Abnormal Psychology (online)*  
*PSYC-354 Cross Cultural Psychology (online)*  
**University of Maryland Global Campus**

*PSY 3803-501 Introduction to Developmental Psychology (online)*  
*PSY 3363-501 Behavior Modification (online)*  
**Mississippi State University**

**Summer 2021**

*PSYC-436 Clinical Psychology (online)*  
**University of Maryland Global Campus**

*PSY 3353 Motivation (online)*  
**Mississippi State University**

**Spring 2021**

*PSYC-436 OL1 Clinical Psychology (online)*  
*PSYC-436 OL3 Clinical Psychology (online)*  
**University of Maryland Global Campus**

*PSY 430-E01 Basic Counseling Skills (online)*

*PSY 490-E01 History and Systems (online)*

**Mississippi University for Women**

*PSY 3363-501 Behavior Modification (online)*

*PSY 3363-01 Behavior Modification (online)*

*PSY 3353-501 Motivational Psychology (online)*

*PSY 3413-501 Human Sexuality (online)*

*PSY 3413-502 Human Sexuality (online)*

**Mississippi State University**

*PSY 782 H003 Doctoral Graduate Program Clinical Practicum- Child and Adolescent (online)*

**The University of Southern Mississippi**

**Fall 2020**

*PSYC-353 Abnormal Psychology (online)*

**University of Maryland Global Campus**

*PSY 101- E01 General Psychology (online)*

*PSY 408- E01 Introduction to Clinical and Counseling Skills (online)*

**Mississippi University for Women**

*PSY 3363-501 Behavior Modification (online)*

*PSY 3353-501 Motivational Psychology (online)*

*PSY 3803-501 Introduction to Developmental Psychology (online)*

*PSY 3803-502 Introduction to Developmental Psychology (online)*

**Mississippi State University**

*PSY 436 Abnormal Psychology (online)*

**The University of Southern Mississippi**

**Summer 2020**

*PSY 3363-501 Behavior Modification (online)*

**Mississippi State University**

*PSYC-353 6980 Abnormal Psychology (online)*

**University of Maryland Global Campus**

**Spring 2020**

*PSY 3363-501 Behavior Modification (online)*

*PSY 3353-501 Motivational Psychology (online)*

**Mississippi State University**

*PSY 490 History and Systems (online)*

*PSY 430 Basic Clinical and Counseling Skills (online)*

**Mississippi University for Women**

*PSYC-353 6383 Abnormal Psychology (online)*

*PSYC-436 7981 Introduction to Clinical Psychology (online)*

**University of Maryland Global Campus**

**Fall 2019**

*PSY 3803-501 Introduction to Developmental Psychology (online)*

*PSY 3353-501 Motivational Psychology (online)*

**Mississippi State University**

*PSY 101 General Psychology (online)*  
*PSY 408 Introduction to Clinical and Counseling Skills (online)*  
**Mississippi University for Women**

*PSYC-100 7384 Introduction to Psychology (online)*  
**University of Maryland Global Campus**

**Summer 2019**

*PSY 1013-501 General Psychology (online)*  
**Mississippi State University**

**Spring 2019**

*PSY 3363-501 Behavior Modification (online)*  
*PSY 3413-501 Human Sexual Behavior (online)*  
**Mississippi State University**

**Fall 2018**

*PSY 3803-501 Introduction to Developmental Psychology (online)*  
**Mississippi State University**

*PSY 408 Introduction to Clinical and Counseling Skills (online)*  
**Mississippi University for Women**

**Spring & Summer 2018**

*PSY 3363-501 Behavior Modification (online)*  
**Mississippi State University**

**Spring 2017**

*PSY 206 Human Growth and Development (online)*  
*PSY 304 Abnormal Psychology (online)*  
*PSY 430 Basic Clinical and Counseling Skills (online)*  
*PSY 490 History and Systems (online)*  
**Mississippi University for Women**

**Fall 2016**

*PSY 101 General Psychology (online)*  
*PSY 304 Abnormal Psychology (online)*  
*PSY 328 Adolescent Development (online)*  
*PSY 408 Introduction to Clinical and Counseling Skills (online)*  
**Mississippi University for Women**

**Summer 2016**

*PSY 201 Introduction to APA Style (online)*  
*PSY 304 Abnormal Psychology (online)*  
*PSY 499 Freud: The Man, The Mystery, The Reality (developed course; 10-day intersession)*  
**Mississippi University for Women**

**Spring 2016**

*PSY 206 Human Growth and Development (online)*  
*PSY 302 Child Psychology (online)*  
*PSY 304 Abnormal Psychology (online)*  
*PSY 430 Basic Clinical and Counseling Skills (online)*  
*PSY 490 History and Systems (online)*  
**Mississippi University for Women**

**Fall 2015**

*PSY 101 General Psychology (online)*  
*PSY 206 Human Growth and Development (online)*  
*PSY 304 Abnormal Psychology (online)*  
*PSY 328 Adolescent Development (online)*  
*PSY 408 Introduction to Clinical and Counseling Skills (online)*  
*PSY 490 History and Systems (online)*  
**Mississippi University for Women**

**Summer 2015**

*PSY 101 General Psychology*  
*PSY 304 Abnormal Psychology*  
*PSY 499 History of Asylums (original developed course; 10-day intersession)*  
**Mississippi University for Women**

**Spring 2015**

*PSY 101 General Psychology*  
*PSY 302 Child Psychology*  
*PSY 430 Basic Clinical and Counseling Skills*  
*PSY 449 Practicum in Psychology*  
*PSY 454 Applied Statistics*  
**Mississippi University for Women**

**Fall 2014**

*PSY 101 General Psychology*  
*PSY 304 Abnormal Psychology*  
*PSY 407 Psychology of Criminal Behavior*  
*PSY 408 Introduction to Clinical and Counseling Skills*  
**Mississippi University for Women**

**GRANTS AWARDED**

- Recipient of the Z-degree Mississippi Grant, a three-year plan to expand adoption of Open Education Resources (OER) in Mississippi public higher education through the William and Flora Hewlett Foundation (\$4,000). (12/16)
- Recipient of the 2016 APIL (active learning, problem-based learning, and inquiry-based learning strategies) Teaching Innovation Grant (\$700). (5/16)
- Recipient of MUW Foundation Endowment (\$800). (02/16)
- Recipient of the 2015 MUWAA Faculty Enhancement Grant (\$250). (03/15)
- Recipient of the 2015 APIL (active learning, problem-based learning, and inquiry-based learning strategies) Teaching Innovation Grant (\$552). (03/15)
- Recipient of the University of Southern Mississippi Clinical Psychology Dissertation Grant (\$250). (02/12)

**AWARDS**

- "Top 20 under 40" South Mississippi (December 2022)
- Recipient of the American Psychological Foundation (APF), American Psychological Association, Walter Katkovsky 2022 Scholarship for first-year students enrolled in APA designated postdoctoral programs in psychopharmacology (\$5,000). (August 2022)
- Recipient of the 2013 National Psychologist Trainee Register Credentialing Scholarship (November 2013)
- The University of Southern Mississippi Psychology Department Outstanding Graduate Research in Psychology Award by the 2012 Awards Day Committee (February 2012).

- The University of Southern Mississippi's Graduate School Graduate Student Research Symposium Departmental Winner (\$200; February 2012)
- The University of Southern Mississippi Doctoral Program of Clinical Psychology Research Excellence Award for Outstanding Performance in the Domain of Clinical Research (\$200; December 2011).
- Clinical Psychology Travel Award- The University of Southern Mississippi (2008, 2009; \$100 each; 2011, \$150).
- Departmental Distinguished Honors in Psychology – Guilford College (2007).



AUTHORITY TO PRACTICE  
INTERJURISDICTIONAL TELEPSYCHOLOGY

AUTHORIZATION  
THIS CONFIRMS THAT

*Mallory Malkin*

Has met all requirements and obtained an Authority to Practice Interjurisdictional Telepsychology (APIT) from The PSYPACT Commission. By obtaining this authorization, this serves to show that they have met all requirements to be eligible to provide interjurisdictional services under the authority of PSYPACT.

9785  
Mobility #



May 2, 2026  
Expiration Date





**Liberty  
Mutual.**  
SURETY

The Ohio Casualty Insurance Company  
**BUSINESS SERVICES BOND**

Bond Number **999400283**

KNOW ALL BY THESE PRESENTS:

In consideration of an agreed premium, The Ohio Casualty Insurance Company, organized under the laws of the State of New Hampshire and duly authorized to transact business as Surety ("Surety"), hereby agrees to indemnify (Name) Mallory L Malkin, Ph.D. MSCP, Malkin Behavioral & Mental Health Consultation Services, PLLC of (Address) PO Box 121 Morris ST Box 36, Petal, MS 39465 (hereinafter called "Obligee") against direct loss of money or other property from any and all Subscribers (hereinafter called "Subscribers") to its services and belonging to the Subscriber, or in which the Subscriber has a pecuniary interest or for which the Subscriber is legally liable, which the Subscriber shall sustain as a result of any Employee Dishonesty Act, as hereafter defined, of an Employee or Employees of the Obligee acting alone or in collusion with others, for which the Obligee is liable, if in excess of the deductible amount of \$0.00, in an amount not exceeding One Hundred Thousand Dollars And Zero Cents (\$100,000.00), the limit of the bond.

WHEREAS, the term of this bond begins 12:01 A.M. standard time on April 18, 2025 at the address of the Obligee as indicated above and remains in full force and effect until canceled by the Surety in its entirety.

NOW, THEREFORE, THE CONDITIONS AND LIMITATIONS OF THIS OBLIGATION ARE SUCH:

1. Loss is covered under this bond only (a) if sustained through any act or acts committed by an Employee of the Obligee while this bond is in force as to such Employee, and (b) if discovered within no more than 180 days after the expiration or sooner cancellation of this bond in its entirety as provided in Section 14 or from its cancellation or termination in its entirety in any other manner whichever shall happen first.
2. The most the Surety will pay for loss for any one Occurrence is the applicable limit of the bond shown above.
3. The term Employee or Employees, as used in this bond, shall be deemed to mean, respectively, one or more of the natural persons (except directors or trustees, if a corporation, who are not also officers or employees thereof in some other capacity) while in the full time or part time permanent service of the Obligee in the ordinary course of the Obligee's business during the effective period of this bond, and who is/are compensated solely by the Obligee by salary or wages and over whom the Obligee has the right to govern and direct in the performance of such service within any of the states of the United States of America or within the District of Columbia, Puerto Rico, the Virgin Islands, or elsewhere for a limited period, but does not mean brokers, factors, commission merchants, co-signees, contractors or any other agents or representatives of the same general character.
4. A Subscriber is any person, firm, or corporation for whom the Obligee provides services in his, her or its business.
5. Employee Dishonesty Act shall mean a fraudulent or dishonest Occurrence causing loss during the time the Employee is engaged in services on behalf of the Subscriber or Subscribers and that is punishable under the Criminal Code in the jurisdiction within which the Occurrence took place, for which said Employee(s) is tried and convicted by a court of proper jurisdiction and only in an amount not to exceed the amount stated in the conviction.
6. Occurrence means all loss(es) caused by or involving one or more Employees, whether the result of a single act or a series of acts, without regard to the number of Subscribers involved.
7. If any natural person shall be taken into the regular service of the Obligee through merger or consolidation with some other concern, the Obligee shall give the Surety written notice thereof and shall pay an additional premium on any increase in the number of Employees under this bond as a result of such merger or consolidation computed pro rata from the date of such merger or consolidation to the end of the current premium period.

8. Regardless of the number of years this bond shall continue in force and the number of premiums that shall be payable or paid, the liability of the Surety under this bond shall not be cumulative in amount from year to year or from period to period. In no event shall the Surety's aggregate liability for all Employee Dishonesty Acts of all Employees exceed the amount stated above, whether by reason of Employee Dishonesty Acts of the Obligee's Employee(s), interest, attorney's fees or any other reason whatsoever.
9. With respect to loss or losses caused by an Employee or that are chargeable to such Employee as provided in Section 5 and that occur partly under this bond and partly under other bonds or policies issued by the Surety to the Obligee or to any predecessor in interest of the Obligee and terminated or canceled or allowed to expire and in which the period for discovery has not expired at the time any such loss or losses thereunder are discovered, the total liability of the Surety under this bond and under such other bonds or policies shall not exceed, in the aggregate, the amount carried under this bond on such loss or losses or the amount available to the Obligee under such other bonds or policies, as limited by the terms and conditions thereof, for any such loss or losses, if the latter amount be larger.
10. The Obligee, as a condition to coverage under this bond, must transfer to the Surety all rights of recovery, to the extent that a loss is paid by the Surety against any person or organization for any loss the Obligee sustains and for which the Surety has paid or settled the claim. The Obligee must also do everything necessary to secure those rights and do nothing after loss to impair them.
11. If the Obligee shall sustain any loss or losses covered by this bond that exceed the amount of coverage provided by this bond, the Obligee shall be entitled to all recoveries (except from suretyship, insurance, reinsurance, security or indemnity taken by or for the benefit of the Surety by whomsoever made) on account of such loss or losses until the Obligee has been fully reimbursed for such excess, plus the actual cost of effecting the same, and less the amount of the deductible carried on the Employee causing such loss or losses; and any remainder and all other amounts shall be applied to the reimbursement of the Surety. The Surety's right of subrogation to the Subscriber, rights against any Employee(s) or any other person shall not be inferior to the Subscriber's remaining rights, if any, against such person.
12. This bond shall be deemed canceled as to any future acts of any Employee of the Obligee immediately upon discovery by the Obligee, or by any partner or officer thereof not in collusion with such Employee(s), of any possible Employee Dishonesty Act on the part of the Employee or at 12:01 A.M. standard time at the Obligee's address upon the effective date specified in a written notice mailed by the Surety to the Obligee. Such date shall not be less than fifteen (15) days after the date of mailing. The mailing by Surety of notice, as aforesaid, to the Obligee at its principle office shall be sufficient proof of notice. For purposes of this Section, discovery shall include that time at which the Obligee in the exercise of reasonable care, should have discovered such possible Employee Dishonesty Act. For purposes of this section, Obligee shall include officers or partners of the Obligee or Employees of the Obligee who have supervisory authority over other Employee(s).
13. This bond shall be deemed canceled in its entirety at 12:01 A.M. Standard Time upon the effective date specified in a written notice by the Obligee upon the Surety or by the Surety upon the Obligee or sent by mail. Such date, if the notice is served by the Surety, shall not be less than ten (10) days after such service, or if sent by the Surety by mail, not less than fifteen (15) days from the date of mailing. The mailing by the Surety of notice, as aforesaid, to the Obligee at its principle office shall be sufficient proof of receipt of notice. The Surety shall refund to the Obligee the unearned premium computed pro rata if this bond is canceled at the insistence of the Surety or at a short rate if canceled or reduced at the insistence of the Obligee.
14. The Obligee hereby warrants that neither the Obligee nor any Employee has committed any fraudulent or dishonest act in the service of any Subscriber, or otherwise. In the absence of any prior written agreement by the Surety, the Surety shall have no liability whatsoever if the Obligee or any Employee(s), prior to the issuance of this bond, committed any fraudulent or dishonest act which the Obligee (or any partner or officer of Obligee not in collusion with such Employee(s)) had, or in the exercise of reasonable care should have had, knowledge. If prior to the issuance of this bond, any bond or insurance issued in favor of any predecessor in interest of Obligee covering Obligee or any Employee(s) shall have been canceled as to the Obligee or said Employee(s) by reason of: (a) the discovery of any fraudulent or dishonest act on the part of Obligee or said Employee or (b) the giving of written notice of cancellation as to Obligee or said Employee by any such surety or insurer whether Surety or not, and if Obligee or said Employee shall not have been reinstated under this coverage or any such bond or insurance, the Surety shall not be liable under this bond. For purposes of this Section only, a fraudulent or dishonest act is defined as any such act punishable as a crime under the law of the jurisdiction in which the act occurred, whether or not a conviction was obtained therefore.

15. At the earliest practical moment after discovery of any potential Employee Dishonesty Act on the part of any Employee by the Obligee or by any partner or officer thereof not in collusion with such Employee, the Obligee shall give the Surety written notice thereof and within 90 days after the criminal conviction of any Employee covered under this bond, shall file with the Surety affirmative proof of loss, including a certified copy of the final disposition of the criminal action, and shall upon request of the Surety render every assistance, not pecuniary, to facilitate the investigation and adjustment of any loss. No suit to recover on account of loss under this bond shall be brought before the expiration of two months from the filing of proof as aforesaid on account of such loss, nor after the expiration of fifteen months from the discovery as aforesaid of the Employee Dishonesty Act causing such loss. If any limitation in this bond for cancellation, termination, giving notice, filing claim or bringing suit is prohibited or made void by any law controlling the construction of this bond, such limitation shall be deemed to be amended so as to be equal to the minimum period of limitation permitted by such law.
16. This bond does not apply:
- (a) To the defense of any legal proceeding brought against the Obligee or Subscriber, or to fees, costs or expenses incurred or paid by the Obligee or Subscriber in prosecuting or defending any legal proceeding whether or not such proceedings result or would result in a loss to the Obligee or Subscriber covered by this bond;
  - (b) To potential income, including but not limited to interest and dividends, not realized by Obligee or Subscriber because of a loss covered under this bond;
  - (c) To damages of any type for which the Obligee or Subscriber is legally liable, except direct compensatory damages arising from a loss covered under this bond; and
  - (d) To costs, fees and other expenses incurred by the Obligee or Subscriber in establishing the existence of or the amount of loss covered under this bond.
17. This bond shall inure to the benefit of the named Obligee only and no other person shall have any rights under this bond. The rights of the Obligee under this bond may NOT be transferred to any other person without the Surety's prior written consent.

Dated April 15, 2025

The Ohio Casualty Insurance Company

By: Timothy A. Mikolajewski  
Timothy A. Mikolajewski, Assistant Secretary



**THIS BOND HAS AN EMPLOYEE CONVICTION REQUIREMENT TO ESTABLISH ANY LOSS OR CLAIM.**



**Psychologists' Professional Liability  
Claims Made Insurance  
Policy Declarations**

ACE American Insurance  
Company

PRODUCER NUMBER	273865
-----------------	--------

DATE OF ISSUE	November 14, 2025
---------------	-------------------

**PSYCHOLOGISTS' PROFESSIONAL LIABILITY  
CLAIMS MADE INSURANCE POLICY**

**NOTICE: THIS IS A CLAIMS MADE POLICY, PLEASE READ THE POLICY CAREFULLY  
THIS POLICY/CERTIFICATE IS ISSUED IN ASSOCIATION WITH THE PSYCHOLOGISTS PURCHASING  
GROUP ASSOCIATION**

Item	POLICY/CERTIFICATE NUMBER: <b>58G28663547</b>		
1.	<b>Named Insured:</b>	<b>Dr. Mallory L Malkin</b>	
	Address:	455 Lynn Ray Rd	
	City, State & Zip Code:	Petal, MS 39465 7909	
2.	<b>Policy Period:</b>	From: 12/11/2025	To: 12/11/2026
	12:01 A.M. local time at the address shown in Item 1.		
3.	<b>COVERAGE</b>	<b>LIMITS OF LIABILITY</b>	<b>PREMIUM</b>
	Professional Liability	\$1,000,000 Each Incident	\$947.00
	Wrongful Employment Practices	\$6,000,000 Aggregate \$5,000 Aggregate	
		<b>REIMBURSEMENTS</b>	
	Licensing Board Defense	\$50,000 per Proceeding	\$45.00
	Other Governmental Regulatory Body Defense	\$10,000 per Proceeding	
	Deposition Expense	\$5,000 per Insured	
	Premises Medical Payment	\$2,500 per Person	
	Assault and/or Battery	\$75,000 Aggregate \$1,000 Aggregate	
	Loss of Earnings	\$500 per Day, per Insured \$15,000 Aggregate Per Incident	
	Surcharge(s)		
	Total Premium		\$992.00
4.	Retroactive Date	12/11/2018	
5.	This policy is made and accepted subject to the printed conditions in this policy together with the provisions, stipulations and agreements contained in the following form(s) or endorsement(s). PF15215a, PF33748 , PF15217a (05/07), CC-1K11k (10/24), PF15245a, PF15224a, PF15235a, PF17914 (02/05),		
6.	<b>Notice of claim should be sent to:</b> <b>Trust Risk Management Services, Inc.</b> 111 Rockville Pike Ste 700 Rockville MD 20850	<b>All other correspondence should be sent to:</b> <b>Trust Risk Management Services, Inc.</b> 1791 Paysphere Circle Chicago, IL 60674	
7.	REPRESENTATIVE:	Agent or broker:	<b>Trust Risk Management Services, Inc.</b>
		Office address:	1791 Paysphere Circle
		City, State, Zip	Chicago, IL 60674
		Website:	www.trustinsurance.com
		Phone:	<b>1.877.637.9700</b>

# CHUBB®

## SIGNATURES

Named Insured Dr. Mallory L Malkin			Endorsement Number
Policy Symbol CRL	Policy Number 58G28663547	Policy Period 12/11/2025 to 12/11/2026	Effective Date 12/11/2025
Issued By (Name of Insurance Company) ACE American Insurance Company			

THE ONLY COMPANY APPLICABLE TO THIS POLICY IS THE COMPANY NAMED ON THE FIRST PAGE OF THE DECLARATIONS.

By signing and delivering the policy to you, we state that it is a valid contract.

**INDEMNITY INSURANCE COMPANY OF NORTH AMERICA**(A stock company)  
**BANKERS STANDARD INSURANCE COMPANY**(A stock company)  
**ACE AMERICAN INSURANCE COMPANY**(A stock company)  
**ACE PROPERTY AND CASUALTY INSURANCE COMPANY**(A stock company)  
**INSURANCE COMPANY OF NORTH AMERICA**(A stock company)  
**PACIFIC EMPLOYERS INSURANCE COMPANY**(A stock company)  
**ACE FIRE UNDERWRITERS INSURANCE COMPANY**(A stock company)  
**WESTCHESTER FIRE INSURANCE COMPANY**(A stock company)

436 Walnut Street, P.O. Box 1000, Philadelphia, Pennsylvania 19106-3703



BRANDON PEENE, Secretary



Juan Luis Ortega, President

---

Authorized Representative

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

Named Insured Dr. Mallory L Malkin			Endorsement Number
Policy Symbol CRL	Policy Number 58G28663547	Policy Period 12/11/2025 to 12/11/2026	Effective Date 12/11/2025
Issued By (Name of Insurance Company) ACE American Insurance Company			

**Retroactive Date(s)  
Designated Individual(s) or Entity(ies)**

It is agreed that, in consideration of the premium charged, and solely with respect to the following designated individual(s) or entity(ies), Item 4. of the Declarations, **Retroactive Date**, is deleted with respect to such designated individual(s) or entity(ies) and replaced with the **Retroactive Date** for such designated individual(s) or entity(ies) listed in below.

<u>Designated Individual(s) or Entity(ies)</u>	<u>Retroactive Date(s)</u>
<b>Mallory L Malkin</b>	<b>12/11/2018</b>
The premium for this endorsement is included in the premium shown on the Declarations unless a specific amount is shown here:	Additional Premium:
	Return Premium:

All other terms and conditions of this policy remain unchanged.

Authorized Agent

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

Named Insured Dr. Mallory L Malkin			Endorsement Number
Policy Symbol CRL	Policy Number 58G28663547	Policy Period 12/11/2025 to 12/11/2026	Effective Date 12/11/2025
Issued By (Name of Insurance Company) ACE American Insurance Company			

**Additional Named Insured(s)**

It is agreed that:

1. The **Named Insured** shown in Item 1 of the Declarations of this policy is amended to include the following entity(ies) and if a **Retroactive Date** is listed opposite any entity(ies)' name, the **Retroactive Date** set forth in the Declarations is deleted with respect to such entity(ies) and replaced with the **Retroactive Date** listed below:

<b>Additional Named Insured(s):</b>	<b>Retroactive Date</b>
<b>Mallory L Johnson</b>	<b>12/11/2018</b>
<b>Malkin Behavioral and Mental Health Consultation Services, PLLC</b>	<b>12/11/2020</b>

2. The following is hereby added to the **CONDITIONS** section of the policy.
  - **Authorization:** By acceptance of this policy the first **Named Insured** set forth in the Declarations, or in any **Named Insured Amended** endorsement, agrees to act on behalf of all other **Insureds**, including any **Insured** listed on this endorsement, with respect to the giving and receiving of all notices to the Company as may be required by the terms of this policy, any right of cancellation and in the receiving of any return premiums that may become due hereunder.

All **Insureds** agree that the first **Named Insured** listed in the Declarations or in any **Named Insured Amended** endorsement, is hereby designated to so act on their behalf.

All other terms and conditions of this policy remain unchanged.

---

Authorized Agent

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

Named Insured Dr. Mallory L Malkin			Endorsement Number
Policy Symbol CRL	Policy Number 58G28663547	Policy Period 12/11/2025 to 12/11/2026	Effective Date 12/11/2025
Issued By (Name of Insurance Company) ACE American Insurance Company			

**Additional Insured**

It is agreed that in consideration of the premium charged, the individual(s) or entity(ies) designated below shall be an **Insured**, under Section III. PERSONS INSURED, but only with respect to such individual's or entity's liability arising solely out of an **Incident** caused by the sole negligence of another **Insured**:

Additional Insured	Address
Ellisville State School	1101 Highway 11 S Ellisville MS 39437

The premium for this endorsement is included in the premium shown on the Declarations unless a specific amount is shown here:	Additional Premium:	
	Return Premium:	

All other terms and conditions of this policy remain unchanged.

---

Authorized Agent







January 30, 2026

**Ellisville State School and South Mississippi Regional Center**  
**Sealed Bid: Psychological Services**

RE: IFB No. 2026-01 RFx: 3160007832 for Psychological Services

Attention: Beverly Rogers, Procurement Officer  
1101 Highway 11 South  
Ellisville, Mississippi 39437

Dr. Mallory L. Malkin, Licensed Clinical Psychologist and duly certified Civil Commitment Examiner, proprietor of Malkin Behavioral and Mental Health Consultation Services, PLLC hereby referred to as "Contractor" agrees to the following scope of work with respect to the IFB RFx 3160007832 for Psychological Services and related contract with Ellisville State School for one (1) twelve (12) month period (July 01, 2026 – June 30, 2027) with the option to renew by the Agency for a period of four (4) successive one-year period(s) under the same prices, terms, and conditions as set forth in the original contract.

Malkin Behavioral and Mental Health Consultation Services PLLC recognizes and adheres to noted Location of work as: Ellisville State School (1101 Hwy 11 South, Ellisville, MS 39437); South Mississippi Regional Center (1170 West Railroad Street, Long Beach, MS 39560)

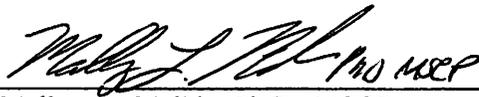
Dr. Mallory L. Malkin agrees to abide by all State and/or agency policies, procedures, ordinances, and/or laws pertaining to the Contracting Agency's operation at all times. Dr. Mallory L. Malkin attests to the following qualifications:

- A. Licensed to practice in the state of Mississippi since February 2016
- B. Actively licensed as a Clinical Psychologist and Certified Civil Commitment Examiner in Mississippi (MS #55 980) (licensed in MS since February 2016)
- C. Actively licensed as a Clinical Psychologist in Louisiana (LA# 1643) (licensed in LA since August 2022)
- D. Credentialed as with the National Register of Health Service Psychologists (HSP) (#55210)
- E. Malkin Behavioral and Mental Health Consultation Services, PLLC was formed in February 2020.
- F. More than 11 years of experience in assessment, behavioral intervention, staff supervision, programmatic review with Intellectually and Developmentally Delayed populations.
- G. More than 6 years of experience with Level II Evaluation reviews and approvals.

1. Contractor will provide consultative services, assistance, and reviews in support of the Psychological Services Departments of Ellisville State School (ESS) and South Mississippi Regional Center (SMRC) during the requested twelve-month term with the option to renew by the Agency for a period of four (4) successive one-year period(s) under the same prices, terms, and conditions as set forth in the original contract.
2. Contractor will adhere to the American Psychological Association (APA) Ethical Principles of Psychologists and Code of Conduct (2017).
3. Contractor will adhere to the Rules and Regulations of the Mississippi Board of Psychology (dated 10.19.2022)
  - a. Contractor agrees to meet or exceed professional standards established by the Mississippi Board of Psychology, the governing authority for licensed psychologists in Mississippi.
4. Contractor will review, approve, and sign Level II evaluations for Jaycee Evaluation Center at Ellisville State School and the Diagnostic and Evaluation Services Center at South Mississippi Regional Center.
5. Contractor will review and approve psychological evaluations entered into LTSS for Jaycee Evaluation Center at Ellisville State School and the Diagnostic and Evaluation Services Center at South Mississippi Regional Center.
6. Contractor is trained and competent to administer and review a variety of assessment measures based on referral concerns in the following domains: academic, cognitive, developmental, adaptive, social, emotional, and behavioral.
7. Contractor will review applicable Psychological Services Policies and Procedures and provide recommendations to the Agency Director or their designee.
8. Contractor agrees to provide in-service trainings and ad-hoc training materials on topics mutually agreed upon.
9. Contractor agrees to perform mutually agreed upon "other duties" as deemed appropriate and necessary in the role of a consulting licensed psychologist.
10. Contractor agrees to follow policies and procedures of the Agency and attend an agency provided orientation.
11. Contractor will furnish a Curriculum Vitae for review. (Curriculum Vitae Attached to Sealed Bid).
12. Contractor currently holds and maintains an active License to practice as a Psychologist as approved by the Mississippi Board of Psychology. Contractor's license number is #55 980. (Current License Attached to Sealed Bid).
13. Contractor agrees to maintain active registration for Malkin Behavioral and Mental Health Consultation Services, PLLC through the System for Award Management (SAM).
14. Contractor currently maintains active professional and general liability insurance policies with \$1,000,000 each incident and \$6,000,000 aggregate limits of professional liability and \$1,000,000

each incident and \$2,000,000 aggregate limits of general liability. The certificate includes coverage for Ellisville State School. (Certificate of Liability Insurance attached to Sealed Bid).

15. Contractor currently maintains an active workers compensation and employers' liability policy with \$100,000 per accident and \$500,000 policy limit (Certificate of Coverage attached to Sealed Bid).
16. Contractor currently maintains an active fidelity bond with a \$100,000 limit (Certificate of Coverage attached to Sealed Bid).
17. Contractor will *invoice \$11,000.00* per month for services rendered as indicated in the noted defined scope of work and *invoice an addition \$650.00* per month if any On-Call services are provided.
  - a. Contractor will invoice on the last working day of each month
18. Contractor requests that invoices be paid within 30 days of the invoice date.



Mallory L. Malkin, Ph.D., MSCP  
Licensed Clinical Psychologist duly Certified Civil Commitment Examiner  
MS #55 980  
LA #1643  
HSP #55210

1/30/2026

Date

Malkin Behavioral and Mental Health Consultation Services, PLLC  
System for Award Management (SAM) UEI (DUNS): X5M8VTCKVFG7  
EIN: 84-4814977  
Paymode Membership ID# 620854153

Remittance Address

Dr. Mallory L. Malkin  
121 Morris Street #36  
Petal, Mississippi 39465



**INVITATION FOR BIDS  
SUBMITTED TO:**



**ELLISVILLE STATE SCHOOL  
INVITATION FOR BIDS FOR  
PSYCHOLOGY SERVICES  
IFB NO: 2026-01  
RFx: 3160007832  
FEBRUARY 20, 2026 - 4:30 PM CST**

Prepared by

Dayne Troupe, Managing Partner  
Adelphi Staffing, LLC  
3651 Peachtree Pkwy, Suite E439  
Suwanee, GA 30024-6034

Tel: 678-365-1101; Fax: 678-257-2992  
[edu-support@adelphistaffing.com](mailto:edu-support@adelphistaffing.com)

# TRANSMITTAL LETTER

**February 20, 2026**

Beverly Rogers  
Procurement Officer  
Ellisville State School  
Administration Building I  
1101 Highway 11 South  
Ellisville, MS 39437-4444

**RE: IFB No. 2026-01 (RFx 3160007832) – Psychology Services**

Adelphi Staffing, LLC DBA Adelphi Education (“Adelphi”) is pleased to submit its bid in response to the Ellisville State School Invitation for Bids (IFB) No. 2026-01 (RFx 3160007832) **for Psychology Services.**

Adelphi is a nationwide healthcare and education staffing organization with extensive experience providing licensed and qualified psychological professionals to state agencies, healthcare systems, and public-sector programs. Through **Adelphi Education**, we specialize in delivering compliant, reliable, and high-quality psychological staffing services in accordance with applicable professional standards, licensure requirements, and ethical guidelines. Our organization is well-versed in regulatory compliance, credential verification, background screening, confidentiality requirements, and personnel management obligations applicable to services provided in educational and community-based settings.

We understand Ellisville State School’s need for a dependable consulting psychologist to provide professional oversight, evaluation review, policy consultation, training support, and related consultative services for the Psychological Services Departments at both Ellisville State School and South Mississippi Regional Center. Adelphi is confident in its ability to provide a licensed psychologist who meets all requirements outlined in the IFB, including adherence to the American Psychological Association Ethical Principles of Psychologists and Code of Conduct, the rules and regulations of the Mississippi Board of Psychology, and all applicable agency policies and procedures.

Our bid is submitted as a firm offer in accordance with the terms and conditions of the IFB and includes all required documentation and pricing as specified. Adelphi appreciates the opportunity to submit this bid and we look forward to the possibility of partnering with Ellisville State School to support the delivery of high-quality psychological services to individuals served.

Kind Regards,



Dayne Troupe  
Managing Partner  
Adelphi Staffing, LLC  
Tel: 678-365-1101; Fax: 678-257-2992  
Email: [edu-support@adelphistaffing.com](mailto:edu-support@adelphistaffing.com)



Jessica Johnson  
VP, Education  
Adelphi Staffing, LLC  
Tel: 321-900-4271  
Email: [jessica@adelphistaffing.com](mailto:jessica@adelphistaffing.com)

# Table of Contents

ATTACHMENT FORMS	2
Attachment A BID COVER SHEET	3
Attachment B BID FORM	5
Attachment C REFERENCES	7
Attachment D References Score Sheet	8
Amendment One	9
Amendment Two	10
Attachment E Certifications & Assurances	11
Attachment F RELEASE OF BID AS PUBLIC RECORD	13

# **ATTACHMENT FORMS**

**Attachment A**

**BID COVER SHEET**

Bids are to be submitted as listed below, on or before **4:30 PM CST, February 20, 2026.**

**PLEASE MARK YOUR ENVELOPE:**

**SEALED BID – DO NOT OPEN**

**Psychology Bid Opening 02.23.26**

Name of Company: Adelphi Staffing, LLC

Quoted By: Dayne Troupe

Signature: 

Address: 3651 Peachtree Pkwy, Suite E439

City/State/Zip: Suwanee, GA 30024-6034

Telephone: 678-365-1101

E-Mail Address: edu-support@adelphistaffing.com

**Name and phone number of Company Representative to be contacted by Agencies seeking to contract for services pursuant to this IFB:** Dayne Troupe, 678-365-1101

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

What year was this company established? 01/17/2017

How many years has the firm been in business of performing the services called for in this IFB?  
Nine (9) years

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

<u>Physical Address:</u>	<u>Mailing Address:</u>
<u>965 Geneva Walk NW</u>	<u>3651 Peachtree Pkwy, Suite E439</u>
<u>Kennesaw, GA 30152-2895</u>	<u>Suwanee, GA 30024-6034</u>

If your company is not physically located within the vicinity, how will you supply Wheelchair service and repairs Services to the agency? Although Adelphi is not physically located within the immediate vicinity, a licensed psychologist within driving distance will be assigned to provide scheduled on-site services and consultations as required to ensure timely and uninterrupted service delivery.

---

Is your company currently for sale or involved in any transaction to expand or to become acquired by another business entity? If yes, please discuss the impact both in organizational and directional terms.

No. Adelphi is not for sale and is not involved in any acquisition, merger, or expansion transaction. There are no pending organizational changes that would affect its operational capacity or contractual obligations.

---

Is your company licensed and/or certified to provide Wheelchair service and repairs Services as required by any and all applicable Federal and State law(s)? Yes. Adelphi maintains all required federal and State of Mississippi licenses and certifications to provide Psychology services.

List all licenses or permits your company possesses that are applicable to perform the services required in this IFB. \_\_\_\_\_

Adelphi is registered to do business in the State of Mississippi and maintains all required business registrations. The assigned psychologist holds an active, unrestricted license to practice psychology in the State of Mississippi, issued by the Mississippi Board of Psychology. Adelphi's Mississippi Business ID: CN25216882

---

For how many customers has your company provided Wheelchair service and repairs Services in the past two years? Over the past two years, Adelphi has provided Psychology Services to at least eight (8) public-sector customers, including school districts, governmental entities, and healthcare/behavioral health facilities. These engagements include placements of licensed psychologists and behavioral health professionals in educational, clinical, and public health environments.

What is the largest customer your company has provided Wheelchair service and repairs Services for in the past two years? In the past two years, Adelphi's largest customer for psychology services has been the North Carolina Department of Public Safety. We provided a licensed psychologist (Allied-Psychology) to NC DPS Central Prison under this contract.

Describe any specific services which your company offers along with any specialized experience, certification, and/or education of your current staff. \_\_\_\_\_  
Adelphi Staffing is a nationwide healthcare and allied health staffing firm specializing in the recruitment, credentialing, and placement of licensed psychology and behavioral health professionals in public-sector, educational, and clinical settings.

---

For contracts such as IFB 3160007832, Adelphi will provide qualified psychologists to conduct psychoeducational and psychological evaluations, cognitive and behavioral assessments, and Functional Behavioral Assessments (FBAs). Additional services include development of Behavior Intervention Plans, counseling, crisis intervention, interdisciplinary consultation, treatment planning, documentation, and compliance reporting.

Adelphi has experience supporting public school districts, educational cooperatives, governmental agencies, and healthcare entities. This experience demonstrates our ability to operate effectively within structured, compliance-driven environments serving complex populations.

All professionals placed by Adelphi meet applicable state licensure requirements and hold advanced degrees (Ph.D., Psy.D., or other appropriate graduate-level credentials). Providers are vetted through primary source license verification, education verification, background screening, reference checks, and review of disciplinary history.

Adelphi is Joint Commission Certified and maintains established recruitment, credentialing, and account management processes to ensure compliant and responsive service delivery.

**Attachment B  
BID FORM**

<b>Company</b>	<b>Contact Person</b>	<b>Telephone Number</b>
Adelphi Staffing, LLC	Dayne Troupe	678-365-1101

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

1. All required equipment/material;
2. All required insurance, bond, or other surety;
3. All required overhead;
4. All required profit;
5. All required vehicles;
6. All required fuel and mileage;
7. All required labor and supervision;
8. All required business and professional certifications, licenses, permits, or fees; and,
9. Any and all other costs.

All pricing to provide Psychological Services to perform consultative services should include all associated costs for the items with no additional or hidden fees.

Consultant will provide consultative services, assistance, and reviews in support of the Psychological Services Departments at Ellisville State School (ESS) and South Mississippi Regional Center (SMRC).

Location of work:

**Ellisville State School** – 1101 HWY 11 South, Ellisville MS 39437

**South Mississippi Regional Center** – 1170 West Railroad St, Long Beach MS 39560

- A. Consultant will adhere to the American Psychological Association (APA) **Ethical Principles of Psychologists and Code of Conduct** (2017) and, Rules and Regulations of the Mississippi Board of Psychology dated October 19, 2022.
- B. The consultant must be located within driving distance of Ellisville State School and able to drive to South Mississippi Regional Center to visit personally and perform duties.
- C. Consultant will review and sign Level II evaluations for Jaycee Evaluation Center at Ellisville State School and the Diagnostic and Evaluation Services Center at South Mississippi Regional Center.
- D. The consultant will review and approve psychological evaluations entered into software LTSS for Jaycee Evaluation Center at Ellisville State School and the Diagnostic and Evaluation Services Center at South Mississippi Regional Center.
- E. The consultant will review applicable Psychological Services Policies and Procedures and provide recommendations to the Agency Director or their designee.
- F. The consultant agrees to provide in-service training and ad-hoc training materials on topics mutually agreed upon.

- G. Consultant agrees to perform mutually agreed upon "other duties" as deemed appropriate and necessary in the role of a consulting licensed psychologist.
- H. Consultant agrees to meet or exceed professional standards established by the Mississippi Board of Psychology, the governing authority for licensed psychologists in Mississippi.
- I. The consultant agrees to follow the policies and procedures of the Agency and attends an agency-provided orientation.
- J. Consultant will furnish a Curriculum Vitae for review.
- K. Consultant currently holds and maintains an active License to practice as a psychologist as approved by the Mississippi Board of Psychology. A copy of the license will be provided.
- L. The consultant agrees to maintain active registration through the **System for Award Management (SAM)**.
- M. The consultant will invoice on the last working day of each month.

Please list the monthly price for each unit description below:

Unit Description	Monthly Price
Standard - ESS	\$ 16,000
On-Call - ESS	\$ 5,500
Standard - SMRC	\$ 20,000
On-Call - SMRC	\$ 9,500

**Signature** 

**Attachment C**

**REFERENCES**

**REFERENCE 1**

**Name of Company:** MONTGOMERY COUNTY PUBLIC SCHOOLS  
**Dates of Service:** 2022 to Date  
**Contact Person:** Shannon Farmer  
**Address:** 850 Hungerford Drive, Suite 170  
**City/State/Zip:** Rockville, MD 20850  
**Telephone Number:** (240) 987-8031  
**Cell Number:** \_\_\_\_\_  
**E-mail:** shannon\_M\_Jiron@mcpsmd.org  
**Alternative Contact Person (optional):** \_\_\_\_\_  
**Telephone Number:** \_\_\_\_\_  
**Cell Number:** \_\_\_\_\_  
**E-mail:** \_\_\_\_\_

**REFERENCE 2**

**Name of Company:** MISSOURI SCHOOL FOR THE DEAF  
**Dates of Service:** June 2022 to Date  
**Contact Person:** Dottie McCray  
**Address:** 505 E 5th St  
**City/State/Zip:** Fulton, MO 65251  
**Telephone Number:** (573) 592-2501  
**Cell Number:** \_\_\_\_\_  
**E-mail:** Dorothy.McCray@msd.dese.mo.gov  
**Alternative Contact Person (optional):** \_\_\_\_\_  
**Telephone Number:** \_\_\_\_\_  
**Cell Number:** \_\_\_\_\_  
**E-mail:** \_\_\_\_\_

**REFERENCE 3**

**Name of Company:** CHARLES COUNTY PUBLIC SCHOOLS  
**Dates of Service:** April 2025 to Date  
**Contact Person:** Patrice E. Peoples  
**Address:** 5980 Radio Station Rd.  
**City/State/Zip:** LaPlata, MD 20646  
**Telephone Number:** (301) 934-7432  
**Cell Number:** \_\_\_\_\_  
**E-mail:** ppeoples@ccboe.com  
**Alternative Contact Person (optional):** \_\_\_\_\_  
**Telephone Number:** \_\_\_\_\_  
**Cell Number:** \_\_\_\_\_  
**E-mail:** \_\_\_\_\_



# Ellisville State School

Dr. Rinsey McSwain  
Director

1101 Highway 11 South  
Ellisville Mississippi 39437-4444

Phone: (601)477-9384

Psychology Services

RFx # 3160007832

Amendment One – Issued January 21, 2026

**Bid Submission Deadline: February 20, 2026, 04:30 PM CST**

PLEASE ACKNOWLEDGE THIS AND ANY OTHER AMENDMENTS BY EXECUTING THE BOTTOM OF THIS DOCUMENT and returning with your bid package.

### 5.2.4 Request for Reconsideration of the Terms of the Solicitation

Any potential bidder has an opportunity to request that the procuring Agency reconsider the terms of the solicitation. Any such request shall be filed with the Agency official primarily responsible for the procurement **and** the Director of OPSCR within three business days following the date of public notice as defined in Section 5.2.1. It shall be the sole responsibility of the requesting vendor to ensure the request is timely **received** by all required parties. Failure to timely request reconsideration in compliance with this Section results in waiver of any claim regarding the terms of the solicitation.

*PPRB OPSCR Rules and Regulations Effective September 6, 2024 Page 42 of 171*

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

Acknowledged by (signature): *Dayne Troupe*

Printed Name: Dayne Troupe

Company and Title: Adelphi Staffing, LLC, Managing Partner

Date: 02/20/2026



# Ellisville State School

Dr. Rinsey McSwain  
Director

1101 Highway 11 South  
Ellisville Mississippi 39437-4444

Phone: (601)477-9384

## Amendment 2

### Questions/Responses/Clarifications

Re: IFB 3160007832 Psychology Services

Date: January 26, 2026

- Only one clarification:

#### **Attachment A Bid Cover Sheet –**

4th question asks -

*If your company is not physically located within the vicinity, how will you supply Wheelchair Services to the agency?*

- Please substitute Psychology for Wheelchair

Please sign to acknowledge Amendment *Duynstoupe*

Company Name Adelphi Staffing, LLC

**\*\*please include this signed Amendment with your Bid Package Submission**

Respectfully,

*Beverly Rogers*  
*Procurement Officer*  
*Ellisville State School/South Mississippi Regional Center*  
*1101 Hwy 11 South*  
*Ellisville, MS 39437*  
*601-477-5615*

## Attachment E Certifications & Assurances

**By signing below**, the company Representative certifies they have authority to bind the company, and further acknowledges and certifies on behalf of the company:

1. That they have thoroughly read and understand 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 G and H);
4. That the company will perform the services required at the prices quoted above.
5. That, to the best of knowledge and belief, the cost or pricing data submitted is accurate, complete, and current as of this submission date;
6. The Vendor represents that its workers are licensed, certified and possess the requisite credentials to do service and,
7. **NON-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 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.
8. **CERTIFICATION OF INDEPENDENT PRICE DETERMINATION**  
By submitting a **bid**, the **bidder** certifies that the prices submitted in response to the solicitation have been arrived independently and without any consultation, communication, or agreement with any other **bidder** or competitor for the purpose of restricting competition.
9. **OFFEROR'S REPRESENTATION REGARDING CONTINGENT FEES:** By **responding to the solicitation** the **Vendor** represents that it has not retained any person or agency on a percentage, commission, or other contingent arrangement to secure this contract. If the **Vendor** cannot make such a representation, a full and complete explanation shall be submitted in writing **to the Agency prior to contract execution**.
10. **REPRESENTATION REGARDING CONTINGENT FEES:** Vendor represents that it *has not* retained a person to solicit or secure a State contract upon an agreement or understanding for a commission, percentage, brokerage, or other contingent fee, except as disclosed in the Vendor's bid.
11. **REPRESENTATION REGARDING GRATUITIES:** **Vendor** represents that it has not, is not, and will not offer, give, or agree to give any employee or former employee of "Agency" 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. **Vendor** further represents that no employee or former employee of "Agency"

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 **Vendor**. **Vendor** 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.

**Printed Name of Representative:** Dayne Troupe

**Date:** 02/20/2026

**Signature:** 

**Note:** Failure to sign 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.

**\*Please include in Bid Package when submitting\***

**Attachment F**  
**RELEASE OF BID AS PUBLIC RECORD**

Notice to the bidder that the redacted version of the bid – or if a bidder does not produce a redacted version, 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 one of the following statements as applicable regarding release of its bid document as a public record. A bidder may be deemed non-responsive if the bidder fails to comply with the requirements of the statement acknowledged.*

Choose one:

       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 are redacted in black.** Bidder acknowledges that it may be subject to exclusion pursuant to Chapter 15 of the PPRB OPSCR Rules and Regulations if the [Agency] or the Public Procurement Review Board determine redactions were made 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 Agency 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 Agency 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.

Name: Dayne Troupe

Signature:  Date: 02/20/2026

**\*Please include in Bid Package when submitting\***

# INVITATION FOR BIDS

IFB No. 2026-01

RFx: 3160007832

## *Psychology Services*



**Ellisville State School  
Administration Building I  
1101 Highway 11 South  
Ellisville, Mississippi 39437-4444**

Issue Date:  
January 7, 2026

Closing Date:  
**February 20, 2026, at 4:30 pm CST**

Contact:  
Beverly Rogers  
beverly.rogers@ess.ms.gov  
(601) 477-5615

## Section 1 – Authority, Purpose and Background

Ellisville State School (hereinafter “Agency”) has issued this solicitation for the purpose of soliciting sealed bids from qualified providers to provide **Psychology services, where indicated**.

**Section 1.1 Background:** Ellisville State School is a state operated regional program providing comprehensive services to Persons Served with intellectual and developmental disabilities. The program is under the jurisdiction of the Mississippi Board of Mental Health. Administratively, it is in the Bureau of Intellectual and Developmental Disabilities division of the Mississippi Department of Mental Health. “Agency” offers services to people in a residential setting and provides an array of programs and services in the community through the Community Services System. “Agency” serves approximately 240 people on the main campus and additional Persons Served in the community. It is the goal of “Agency” to provide each person with the appropriate services so that each will develop to the maximum of his or her potential. The program desires through treatment and training to place each person in his or her least restrictive environment. This goal is consistent with state and national policy regarding service programs for Persons Served with intellectual and developmental disabilities.

It is the intent of the “Agency” to award one contract to the lowest and best bid. However, the “Agency” reserves the right to award in the best interest of the Agency.

## Section 2 – Timeline

IFB Issue Date	January 7, 2026
<b>Questions and Requests for Clarification</b>	<b>January 16, 2026</b>
Response to Questions/Clarifications	January 26, 2026 by 4:30pm CST
<b>Bid Package Submission Deadline</b>	<b>February 20, 2026 by 4:30 pm, CST</b>
Bid Opening	February 23, 2026 at 10:00 am, CST
<i>Notice of Intent to Award</i>	February 24, 2026
Request for Reconsideration of the <i>Intent to Award</i>	March 03, 2026
<b>Anticipated Contract Start</b>	<b>July 01, 2026</b>

## Section 3 – Questions/Clarifications and Response

**3.1** Bidders must carefully review this solicitation, the contract, risk management provisions, and all attachments for defects, questionable, or objectionable material. Following review, vendors may have questions to clarify or interpret the IFB in order to submit the best bid possible. To accommodate the questions and requests for clarifications, vendors shall submit any such questions via email **no later than January 16, 2026**. Vendors must email all questions to Beverly Rogers, Bid Coordinator at **beverly.rogers@ess.ms.gov**

**3.2** It is the vendor’s responsibility to make sure questions are submitted on time. The Agency may not answer questions submitted after the deadline. The identity of the organization submitting the question(s) will not be revealed.

**3.3** “Agency” will publish all questions and answers on the ESS website and the procurement portal so that all vendors have the same information.

**ESS website:** <https://www.ess.ms.gov/request-proposals-projects-and-services>

“Procurement portal” refers to: [https://www.ms.gov/dfa/contract bid search/Home/Buy](https://www.ms.gov/dfa/contract_bid_search/Home/Buy)

**3.4** The agency will not be bound by any verbal or written information that is not contained within this IFB unless formally noticed and issued by the contact person as an IFB amendment. Bidders are cautioned that any statements made by agency personnel that materially change any portion of the bid document shall not be relied upon unless subsequently ratified by a formal written amendment to the bid document.

**3.5** All vendor communications regarding this IFB must be directed to the Bid Coordinator. Unauthorized contact regarding the IFB with other employees of the agency may result in the vendor being disqualified, and the vendor may also be suspended or disbarred from the State.

**3.6 Acknowledgement of Amendments:** Should an amendment to the IFB be issued, it will be posted on the Mississippi Contract/Procurement Opportunity Search Portal website and the agency's website in a manner that all bidders will be able to view. Further, bidders must acknowledge receipt of any amendment to the solicitation by signing and returning the amendment with the bid package, by identifying the amendment number and date in the space provided for this purpose on the bid form, or by letter. The acknowledgment should be received by the agency by the time, date, and at the place specified for receipt of bids. It is the bidder’s sole responsibility to monitor the websites for any updates or amendments to the IFB.

**3.7 Cancellation of Solicitation or Rejection of Individual Bids**

At ESS’s sole discretion, an IFB may be canceled or any or all responses to the solicitation may be rejected, in whole or in part, when ESS determines that it is in the Agency’s best interest to do so.

**3.8 Contract Rights**

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

**Section 4 – Scope of Work**

**4.1** Vendor shall perform and complete in a timely and satisfactory manner the services described in **Attachment I: Scope of Work**, which is attached hereto and made a part hereof by reference.

**4.1.1 Location of Work:** The work is to be performed, completed, and managed at the following location(s): “Agency”, Main Campus, located at 1101 Highway 11 South, Ellisville, MS 39437 and Community Homes, as needed (see **Attachment K – ESS Community Homes**), as well as **South Mississippi Regional Center**, 1170 West Railroad St, Long Beach, MS 39560 as well as affiliated Community Homes as needed. (see **Attachment J – SMRC Community Homes**)

**4.2 Compliance with Contracting Agency Policies:**

- 4.2.1** Assign a Vendor Account Representative to work directly with the Contracting Agency Representative.
- 4.2.2** Ensure all Vendor personnel are well-groomed and in uniform or have visible identification at all times. Uniforms and/or dress code shall be inclusive of, but not limited to, neat and clean company uniforms with visible company logo appropriately and easily identifiable. Vendor identification badges as well as personal identification of the individual employee shall be worn and clearly visible while on state property. Vendor personnel may be required to provide photographic identification for inspection upon entering state facilities.
- 4.2.3** State facilities are non-smoking. The use of tobacco products is prohibited, except within designated smoking areas.
- 4.2.4** The Vendor and its personnel shall not possess illegal drug or alcohol on State property. The Vendor and its personnel shall not consume any unlawful or illegally obtained drug or alcoholic beverage while on duty.
- 4.2.5** The Vendor's employees must avoid using foul, abusive, or profane language on state property.
- 4.2.6** The Contracting Agency reserves the right to inspect and search Vendor personnel and/or vehicles anytime while on facility grounds.
- 4.2.7** Vendor personnel may be required to show photo identification to enter facilities or wear visible, Agency-approved ID badges at all times while on State property. Some facilities require sign-in and sign-out at certain facilities/buildings.
- 4.2.8** Be responsible for all damages and shall be held responsible for replacing or repairing any damage due to negligence on the part of the Vendor or Vendor personnel to any person(s) and/or property. The Vendor shall replace and repair any damage to any building or property, including but not limited to the replacement of any cracked or broken concrete (sidewalks, curbs, etc.) caused by on-site activities. The contracting Agency may withhold payment or make such deductions as deemed necessary to ensure reimbursement or replacement for loss or damage to property.
- 4.2.9** Exercise precautions at all times for the protection of people (including employees) and property. The Vendor shall make such investigations to enable them to fully understand the facilities, difficulties, and restrictions attending the execution of the work on-site. The project shall always be properly supervised and adequately manned by an experienced crew of an appropriate size. All work shall be accomplished by skilled workers familiar with and trained to do this type of work. Workers shall be qualified to operate and/or use the equipment necessary to accomplish this work. The Vendor shall be responsible for the supervision and direction of the work performed by its personnel. The Vendor shall be responsible for instructing its personnel in all safety measures. All equipment used by the Vendor shall be maintained in safe operating condition at all times and be free from defects or wear that may in any way constitute a hazard to any person or persons on state property. All incidents involving agency property or personnel shall be reported to the designated agency contact immediately upon occurrence.

- 4.2.10** All firearms and weapons must be signed-in and out, at guard shack, until end of workday/work shift.
- 4.2.11** Abide by all State and/or agency policies, procedures, ordinances, and/or laws pertaining to the Contracting Agency's operation at all times, including but not limited to the items listed above. Deviations from these policies by the Vendor or its personnel will not be tolerated and will be considered grounds for contract termination.
- 4.2.12** Perform all services provided in the contract between the bidder/Vendor and the Contracting Agency in accordance with customary and reasonable industry standards as well as in strict conformance to all laws, statutes, and ordinances and the applicable rules, regulations, methods and procedures of all government boards, bureaus, offices, and other agents. The Vendor shall be responsible for the complete performance of all work; for the methods, means, and equipment used; and for furnishing all materials, tools, apparatus, and property of every description used in connection therewith. No statement within this IFB shall negate compliance with any applicable governing regulation. The absence of detail specifications or the omission of detail description shall be recognized as meaning that only the best commercial practices are to prevail, and that only first quality materials and workmanship are to be used.

#### **4.3 Vendors should:**

- 4.3.1** Administer and maintain all employment and payroll records, payroll processing, and payment of payroll checks and taxes, including the deductions required by state, federal, and local laws such as social security and withholding taxes for their business and employees;
- 4.3.2** Make all unemployment compensation contributions as required by federal and state law(s) and process claims as required for their business and employees;
- 4.3.3** Perform a background check and/or drug screening prior to placement at the Agency, verify and/or provide the results; and,
- 4.3.4** Replace immediately, at no additional expense to the Contracting Agency, any employee performing unsatisfactorily.

### **Section 5 - Basis for Award**

#### **5.1 According to PPRB OPSCR Rules and Regulations Effective September 6, 2024-3.4.1 Invitation for Bids**

An Invitation for Bids ("IFB") is the statutorily preferred method of procurement. The Agency provides a detailed scope of services and the minimally acceptable vendor qualifications. The Agency is required to contract with the responsive and responsible vendor(s) who submitted the lowest bid price(s). An IFB requires that the Agency use objective factors to determine whether the vendor is responsive, responsible, and submitted the lowest bid.

**5.2** The agency 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 bidder with the bid for the agency to properly evaluate the bid, the agency has the right to require such additional information as it may deem necessary

after the time set for receipt of bids, provided that the information requested does not change the price, quality, quantity, delivery, or performance time of the services being procured.

**5.3** The agency intends to award one (1) contract to provide the services described in this IFB to the lowest responsible and responsive bidder. The number of awards is at the sole discretion of the Agency.

### **Section 6 – Minimum Bidder Qualifications**

The vendor must have:

**6.1 Prior Experience:** Vendor must have been in business and provided services similar in requirements and scale to those described in this IFB for a minimum of five (5) years.

**6.2 Required Certification, Accreditation, and/or Licenses:** Vendor shall provide copies of all valid licenses and certificates required for performance of the work. The copies shall be delivered to the agency no later than ten days after Vendor receives the Notice of Intent to Award from the agency. Current copies of licenses and certificates shall be provided to the agency within twenty-four hours of demand at any time during the contract term. The Vendor must possess and maintain the minimum vendor certifications, accreditations, and/or licensures described in this IFB, by way of illustration and no limitation, the following:

1. A business license valid in the State of Mississippi - <https://www.ms.gov/sos/onestopshop>
2. A professional license or certificate in the industry field, if required for this bid.

**6.3** The bidder may be required before the award of any contract to show to the complete satisfaction of the agency that it has the necessary facilities, ability, and financial resources to provide the service specified therein in a satisfactory manner. The bidder may also be required to give a past history and references in order to satisfy the agency in regard to the bidder's qualifications. The agency may make reasonable investigations deemed necessary and proper to determine the ability of the bidder to perform the work, and the bidder shall furnish to the agency all information for this purpose that may be requested. The agency reserves the right to reject any bid if the evidence submitted by, or investigation of, the bidder fails to satisfy the agency that the bidder is properly qualified to carry out the obligations of the contract and to complete the work described therein. Evaluation of the bidder's qualifications shall include:

1. the ability, capacity, skill, and financial resources to perform the work or provide the service required;
2. the ability of the bidder to perform the work or provide the service promptly or within the specified time, without delay or interference;
3. the character, integrity, reputation, judgment, experience, and efficiency of the bidder; and,
4. the quality of performance of previous contracts or services.

### **Section 7 – Duration**

Pending Public Procurement Review Board approval, the estimated period of performance of any contract resulting from this IFB is tentatively scheduled to begin on or about July 01, 2026, and to end on June 30, 2027. Upon written agreement of both parties at least thirty (30) days prior to each contract anniversary date, the contract may be renewed by the Agency for a period of four (4) successive one-year period(s) under the same prices, terms, and conditions as in the original contract. The total number of renewal years permitted shall not exceed four (4).

## **Section 8 – Bid Submission Requirements**

### **8.1 Submission Format**

Vendors must submit all the documents listed below with their bid. Only the information on the Bid Form and the required attachments will be used to evaluate bids. Incomplete bids may be rejected.

### **The bid package must include:**

- Bid Cover Sheet (**Attachment A**)
- Bid Form (**Attachment B**)  
All pricing must be entered on the form. The Bid Form must be signed by someone authorized to sign contracts for the company.
- References (**Attachment C**)
- References Score Sheet (**Attachment D**)
- Acknowledgement of all IFB Amendments that may be issued before the closing date.  
See **Section 3.6 Acknowledgement of Amendments**: Should an amendment to the IFB be issued, it will be posted on the Mississippi Contract/Procurement Opportunity Search Portal website and the agency's website in a manner that all bidders will be able to view. Further, bidders must acknowledge receipt of any amendment to the solicitation by signing and returning the amendment with the bid package, by identifying the amendment number and date in the space provided for this purpose on the bid form, or by letter. The acknowledgment should be received by the agency by the time, date, and at the place specified for receipt of bids. It is the bidder's sole responsibility to monitor the websites for any updates or amendments to the IFB. (in addition: Bid Coordinator will email all bidders of any amendments issued)
- Certifications & Assurances (**Attachment E**)
- Release of Bid as Public Record (**Attachment F**)

**8.1.3 References (Attachment C)** - each bidder must furnish a listing of **at least** three (3) trade references along with the contact person, address, and phone number for each. These references must be familiar with the bidder's abilities in the areas involved with this solicitation. Agency staff will use these references to determine the bidder's ability to perform the services. It is the responsibility of the bidder to ensure that the reference contact information is correct and current. Agency staff will not track down references. Bidders should verify before submitting their bid that the contact person and phone number are correct for each reference. **Agency staff must be able to reach two (2) references for a bidder within two (2) business days of bid opening to be considered responsive.**

### **8.2 Submission Requirements**

**8.2.1 All bids must be received by February 20, 2026, by 4:30 pm CST.** Late bids will be rejected and remain unopened in the procurement file. ESS will not be responsible for delivery delays, lost packages, misdirected emails, or other errors

A Vendor may submit a bid in one of two ways:

Option 1: Physical Bid	Option 2: Email
<p>Mail or deliver one (1) complete, signed bid package in a sealed envelope to:</p> <p>Ellisville State School            Attn: Beverly Rogers            Admin I Building            1101 HWY 11 South            Ellisville, MS 39437-4444</p> <p><u>Label the envelope clearly:</u></p> <p><b>SEALED BID – DO NOT OPEN</b></p> <p><b>Psychology Bid Opening 02.23.26</b></p>	<p>Email one (1) complete, signed bid package to <b>BOTH</b> of the following addresses:</p> <p><a href="mailto:beverly.rogers@ess.ms.gov">beverly.rogers@ess.ms.gov</a>  <a href="mailto:ess.contracts@ess.ms.gov">ess.contracts@ess.ms.gov</a></p> <p><u>Use this subject line:</u></p> <p><b>SEALED BID</b>  <b>Psychology Bid Opening 02.23.26</b></p> <p>Email Bids will not be opened until the official bid opening date and time. Email timestamp will serve as the official receipt time.</p>

- 8.2.2 All bid packages must be received by the agency no later than **Friday, February 20, 2026, at 4:30 pm CST. Bids submitted via facsimile (fax) machine will not be accepted.** It is suggested that if a bid is mailed to the agency, it should be posted in certified mail with a return receipt requested. The agency will not be responsible for mail delays or lost mail. All risk of late arrival due to unanticipated delay – whether delivered by hand, U.S. Postal Service, courier or other delivery service or method – is entirely on the vendor. All vendors are urged to take the possibility of delay into account when submitting a bid.
- 8.2.3 Timely submission of the bid package is the responsibility of the bidder. Bids received after the specified time will be rejected and maintained unopened in the procurement file. A bid received at the place designated in the solicitation for receipt of bids after the exact time specified for receipt will not be considered unless it has been determined by the agency that the late receipt was due solely to mishandling by the agency after receipt at the specified address.
- 8.2.4 On hand delivered Bids: The time and date of receipt will be indicated on the sealed bid envelope or package by agency staff.
- 8.2.5 Failure to submit a bid on the bid form provided will be considered 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 agency reserves the right to decide, on a case-by-case basis, whether to reject a bid with modifications or additions as non-responsive.
- 8.2.6 Conditional or qualified bids, unless specifically allowed, shall be subject to rejection in whole or in part. The bid must contain a high degree of acceptance of contract terms and conditions listed in **Attachment G and H** of this IFB.

**8.2.7** A bid response that includes terms and conditions that do not conform to the terms and conditions in the bid document is subject to rejection as non-responsive. The agency reserves the right to permit the bidder to withdraw nonconforming terms and conditions from its bid response prior to a determination by the agency of non-responsiveness based on the submission of nonconforming terms and conditions.

**8.2.8** As a precondition to bid acceptance, the agency 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.

### **Section 9 – Bidder Certification**

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

### **Section 10 – 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 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.

### **Section 11 – Registration with Mississippi Secretary of State**

By submitting a bid, the bidder certifies that it is registered to do business in the State of Mississippi as prescribed by 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 agency that it has been selected for contract award.

<https://www.ms.gov/sos/onestopshop>

### **Section 12 – Insurance, Bonds, or Other Sureties**

**12.1** Each successful Vendor shall maintain insurance which, at a minimum, shall include the following types of insurance and coverage limits:

**12.1.1 Workers Compensation** as required by the laws of the State of Mississippi, and

**12.1.2 Comprehensive General Liability or Professional Liability** with minimum limits of \$1,000,000.00 per occurrence for bodily injury, personal injury, accidental death, property damage, employee dishonesty, and identity theft; and

**12.1.3 Employee Dishonesty or Fidelity Bond** insurance with third party liability coverage and with minimum limits of \$500,000.00

**12.2** Additionally:

**12.2.1** In no event shall the requirement for an insurance, bond, or other surety be waived.

- 12.2.2** All insurances policies shall list **Ellisville State School** as an additional insured.
- 12.2.3** All insurance policies shall be issued by companies authorized to do business under the laws of the State of Mississippi, meaning insurance carriers must be licensed or hold a Certificate of Authority from the Mississippi Department of Insurance.
- 12.2.4** Vendor shall submit to Agency within thirty (30) days of a signed contract, a certificate of insurance and/or bond 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 a thirty (30) day period may be cause of cancellation of contract.
- 12.2.5** Vendor shall obtain at Vendor's expense the insurance and/or bond requirements specified in the procurement and contract prior to performing under this Contract, and Vendor shall maintain the required insurance and/or bond coverage throughout the duration of this Contract and all warranty periods. There are no provisions for exceptions to this requirement.
- 12.2.6** Vendor shall not commence work under this contract until it obtains all insurance and/or bond required under this provision and furnishes a certificate or other form showing proof of current coverage to the State. After work commences, the Vendor will keep in force all required insurance and/or bond until the contract is terminated or expires.
- 12.2.7** Vendor shall submit renewal certificates as appropriate during the term of the contract.
- 12.2.8** Vendor shall instruct the insurers to provide the Agency with thirty (30) days advance notice of any insurance cancellation.
- 12.2.9** Vendor shall ensure that any of the above-described policies should be cancelled before the expiration date thereof, or if there is a material change, potential exhaustion of aggregate limits or intent not to renew insurance and/or bond coverage(s), that written notice will be delivered to the Agency Procurement Officer.
- 12.2.10** There shall be no cancellation, material change, potential exhaustion of aggregate limits or non-renewal of insurance and/or bond coverage(s) to the Agency. Any failure to comply with the reporting provisions of this clause shall constitute a material breach of Contract and shall be grounds for immediate termination of this Contract by Agency.

### **Section 13 – Bid Opening**

The bid will be opened privately by the agency in accordance with the PPRB Rules and Regulations. 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*.

## **Section 14 – Award Notification**

The Notice of Intent to Award shall be: (1) distributed directly to all bidders who responded to the solicitation, (2) posted publicly on the Agency’s website, *and* (3) posted publicly on the procurement portal. ([Procurement Opportunity and Public Notification Search - Buying and Selling to Government of Mississippi](#))

## **Section 15 – Procurement Methodology**

### **15.1 Restrictions on Communications with Agency and Agency Staff**

At no time shall any bidder or its personnel contact, or attempt to contact, any agency staff regarding this IFB except the contact person as set forth and, in the manner, prescribed in Section 3.

### **15.2 Bidder Investigations**

Before submitting a bid, each bidder shall make all investigations and examinations necessary to ascertain all site conditions and requirements affecting the full performance of the contract and to verify any representations made by the agency upon which the bidder will rely. If the bidder receives an award as a result of its bid submission, failure to have made such investigations and examinations will in no way relieve the bidder from its obligation to comply in every detail with all provisions and requirements of the contract documents, nor will a plea of ignorance of such conditions and requirements be accepted as a basis for any claim whatsoever for additional compensation.

### **15.3 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*

*PPRB OPSCR Rules and Regulations Effective September 6, 2024 Page 19 of 171 - 1.4.4 Cost of Participation in the Procurement Process*

*All parties shall bear their own respective costs incurred in participating in the procurement process. This includes, but is not limited to, the cost of preparation of any response to a solicitation issued pursuant to these rules and regulations, cost associated with travel to pre-submission conferences and/or site visits, and any costs related to pursuing a request for reconsideration regardless of the outcome. Nothing in Section 1.4.4 shall prevent an Agency from requiring a bond from any vendor requesting reconsideration.*

### **15.4 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, for the purpose of restricting competition, any consultation, communication, or agreement with any other bidder or competitor relating to those prices, the intention to submit a bid, or the methods or factors used to calculate the prices bid. The prices quoted shall be inclusive of, but not limited to the following: [all required labor; all required equipment/material; all required

insurance, bond, or other surety; all required overhead; all required profit; all required vehicles; all required fuel and mileage; all required labor and supervision; all required training; all required business and professional licenses, certifications, fees, or permits; and, any and all other costs]. All pricing should include all associated costs with no additional or hidden fees.

### **15.6 Rejection of Bids**

A bid response that includes terms and conditions that do not conform to the terms and conditions in the IFB document is subject to rejection as non-responsive. Further, submission of a bid form that is not complete and/or signed is subject to rejection as non-responsive. The agency reserves the right to permit the bidder to withdraw nonconforming terms and conditions from its bid response prior to a determination by the agency staff of non-responsiveness based on the submission of nonconforming terms and conditions. Furthermore, if a bidder's price is substantially higher than those of other bidders, meaning those in excess of a twenty-five percent (25%) differential, the bidder's price will be deemed non-responsive.

### **15.7 Withdrawal of Bids**

A bidder may withdraw a bid at any time by written notice to the Agency official designated in the IFB. If any such withdrawal occurs by the successful bidder(s) after the bid opening and/or issuance of the Notice of the Intent to Award, the Agency may cancel the solicitation or proceed with award of a contract as if the withdrawn bid had not been submitted.

### **15.8 MINOR INFORMALITIES AND IRREGULARITIES**

"Agency" 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 "Agency" to properly evaluate the offer, "Agency" 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.*)

### **15.9 Reconsideration of the Intent to Award**

A bidder who responded to an IFB has an opportunity to request that the procuring Agency reconsider its intent to award the contract to a specific bidder or bidders. Any such request shall be filed with the Agency official primarily responsible for the procurement and the Director of OPSCR within **three business days** following issuance of the Notice of Intent to Award and posting of the Agency Procurement File in compliance with Sections 5.6.1, 5.6.1.1, and 5.6.1.2. It shall be the sole responsibility of the requesting bidder to ensure the request is timely received by all required parties. Failure to timely request reconsideration in compliance with this Section results in waiver of any claim a bidder may have as to the Agency's decision to award the contract.

The request must include:

- Vendor's name

- A single contact person and their contact information
- RFX number of this solicitation (RFX# **3160007832**)
- Date the IFB was issued
- A clear statement identifying which rule(s) from the Public Procurement Review Board Office of Personal Service Contract Review Rules and Regulations the Vendor believes the solicitation violates

Exhibits shall not be included with the request. Rather, the requesting vendor shall clearly identify the portion(s) of the Agency Procurement File and/or the IFB at issue in the request. Reference to documents outside of or facts not supported by the Agency Procurement File or the IFB shall not be considered by the Agency when responding to the request.

### **15.9 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. "Agency" is under no obligation to award a contract and may terminate a legally executed contract at any time.

## **Section 16 – Required Contract Terms and Conditions**

Any contract entered into with the Contracting Agency pursuant to this IFB shall have the required clauses found in Attachment G and those required by the *PPRB OPSCR Rules and Regulations* as updated and replaced by PPRB. The agency discourages exceptions from these required clauses. Such exceptions may cause a bid to be rejected as non-responsive. Bids which condition the bid based upon the State accepting other terms and conditions not found in the IFB, or which take exception to the State's terms and conditions, may be found non-responsive, and no further consideration of the bid will be given.

## **Section 17 – Optional Contract Terms and Conditions**

Any contract entered into with the Contracting Agency pursuant this IFB may have at the discretion of the Contracting Agency, the optional clauses found in Attachment H and those within the *PPRB OPSCR Rules and Regulations* as updated and replaced by PPRB. The agency discourages exceptions from these optional clauses. Such exceptions may cause a bid to be rejected as non-responsive. Bids which condition the bid based upon the State accepting other terms and conditions not found in the IFB, or which take exception to the State's terms and conditions, may be found non-responsive, and no further consideration of the bid will be given.

## **Section 18 – Agency Website(s)**

This IFB, questions and answers concerning this IFB, and the Notice of Intent to Award will be posted on the agency website at ([www.ess.ms.gov/request-proposals-projects-and-services](http://www.ess.ms.gov/request-proposals-projects-and-services)) and on the Mississippi Contract/Procurement Opportunity Search Portal website([www.ms.gov/dfa/contract\\_bid\\_search](http://www.ms.gov/dfa/contract_bid_search)).

## **Section 19 – 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**

Bids are to be submitted as listed below, on or before **4:30 PM CST, February 20, 2026.**

**PLEASE MARK YOUR ENVELOPE:**

**SEALED BID – DO NOT OPEN**

**Psychology Bid Opening 02.23.26**

Name of Company: Texas Therapy Consultants, PLLC

Quoted By: Nakeysha Wilson, MS OTR/L

Signature: *Nakeysha Wilson MS OTR/L*

Address: 1710 S. Dairy Ashford Rd Suite 203

City/State/Zip: Houston, Texas, 77077

Telephone: 832-615-4902

E-Mail Address: admin@ttconsultants.net

**Name and phone number of Company Representative to be contacted by Agencies seeking to contract for services pursuant to this IFB:** Nakeysha Wilson, MS OTR/L

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

What year was this company established? 2021

How many years has the firm been in business of performing the services called for in this IFB?  
5 years

Please provide the physical location and mailing address of your company's home office, principal place of business, and place of incorporation. \_\_\_\_\_  
1710 S. Dairy Ashford Rd Suite 203, Houston, Texas, 77077

If your company is not physically located within the vicinity, how will you supply Wheelchair service and repairs Services to the agency? Texas Therapy Consultants will deliver psychology services through a compliant hybrid model utilizing locally credentialed providers and secure HIPAA- and FERPA-compliant telehealth when approved. Our team

ensures timely staffing, supervision, and adherence to all agency requirements. Upon award, TTC will obtain and maintain all required Mississippi business registrations and licenses to remain in full regulatory compliance.

Is your company currently for sale or involved in any transaction to expand or to become acquired by another business entity? If yes, please discuss the impact both in organizational and directional terms.  
No.

Is your company licensed and/or certified to provide Wheelchair service and repairs Services as required by any and all applicable Federal and State law(s)? Yes. Where required, TTC will obtain and maintain any additional state or local business registrations to remain fully compliant.

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

Active business registration in home state (Texas)

Professional licenses held by assigned providers (e.g., Licensed Specialist in School Psychology (LSSP), School Psychologist, and other applicable credentials as required by state)

Professional liability (malpractice) insurance coverage

For how many customers has your company provided Wheelchair service and repairs Services in the past two years?  
TTC has provided 8 school districts so far.

What is the largest customer your company has provided Wheelchair service and repairs Services for in the past two years? School of Science and Technology - providing services across 8 campuses.

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

Texas Therapy Consultants provides comprehensive school-based psychology services, including psychoeducational evaluations, Functional Behavior Assessments (FBAs), Behavioral Intervention Plans (BIPs), counseling support, and participation in ARD/IEP meetings. Our staff consists of Licensed Specialists in School Psychology (LSSPs) and School Psychologists, all fully licensed and trained in evidence-based assessments, behavioral interventions, and compliance with federal and state education laws. Our team has extensive experience delivering these services in public and charter school settings, ensuring timely, high-quality, and student-centered support.

**Attachment B  
BID FORM**

<b>Company</b>	<b>Contact Person</b>	<b>Telephone Number</b>
Texas Therapy Consultants, PLLC	Nakeysha Wilson, MS OTR/L	832-615-4902

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

1. All required equipment/material;
2. All required insurance, bond, or other surety;
3. All required overhead;
4. All required profit;
5. All required vehicles;
6. All required fuel and mileage;
7. All required labor and supervision;
8. All required business and professional certifications, licenses, permits, or fees; and,
9. Any and all other costs.

All pricing to provide Psychological Services to perform consultative services should include all associated costs for the items with no additional or hidden fees.

Consultant will provide consultative services, assistance, and reviews in support of the Psychological Services Departments at Ellisville State School (ESS) and South Mississippi Regional Center (SMRC).

Location of work:

**Ellisville State School** – 1101 HWY 11 South, Ellisville MS 39437

**South Mississippi Regional Center** – 1170 West Railroad St, Long Beach MS 39560

- A. Consultant will adhere to the American Psychological Association (APA) **Ethical Principles of Psychologists and Code of Conduct** (2017) and, Rules and Regulations of the Mississippi Board of Psychology dated October 19, 2022.
- B. The consultant must be located within driving distance of Ellisville State School and able to drive to South Mississippi Regional Center to visit personally and perform duties.
- C. Consultant will review and sign Level II evaluations for Jaycee Evaluation Center at Ellisville State School and the Diagnostic and Evaluation Services Center at South Mississippi Regional Center.
- D. The consultant will review and approve psychological evaluations entered into software LTSS for Jaycee Evaluation Center at Ellisville State School and the Diagnostic and Evaluation Services Center at South Mississippi Regional Center.
- E. The consultant will review applicable Psychological Services Policies and Procedures and provide recommendations to the Agency Director or their designee.
- F. The consultant agrees to provide in-service training and ad-hoc training materials on topics mutually agreed upon.

- G. Consultant agrees to perform mutually agreed upon "other duties" as deemed appropriate and necessary in the role of a consulting licensed psychologist.
- H. Consultant agrees to meet or exceed professional standards established by the Mississippi Board of Psychology, the governing authority for licensed psychologists in Mississippi.
- I. The consultant agrees to follow the policies and procedures of the Agency and attends an agency-provided orientation.
- J. Consultant will furnish a Curriculum Vitae for review.
- K. Consultant currently holds and maintains an active License to practice as a psychologist as approved by the Mississippi Board of Psychology. A copy of the license will be provided.
- L. The consultant agrees to maintain active registration through the **System for Award Management (SAM)**.
- M. The consultant will invoice on the last working day of each month.

Please list the monthly price for each unit description below:

Unit Description	Monthly Price
Standard - ESS	\$ 4,500
On-Call - ESS	\$4,500
Standard - SMRC	\$4,500
On-Call - SMRC	\$4,500

The monthly price listed reflects the total cost of providing one of each type of psychology service per month. Actual service mix may vary. For reference, a detailed breakdown of rates by service type is attached. The monthly price above is based on the anticipated mix of services

The detailed price sheet may be available upon request.

**Signature** *Nakeysha Weber MSOTK*

**Attachment C**  
**REFERENCES**

**REFERENCE 1**

**Name of Company:** School of Science and Technology - Sugarland  
**Dates of Service:** 2021-Present  
**Contact Person:** Mike Mathena  
**Address:** 10007 Clodine Rd,  
**City/State/Zip:** Richmond, TX 77407  
**Telephone Number:** 281-277-7923  
**Cell Number:** \_\_\_\_\_  
**E-mail:** mmathena@ssttx.org  
**Alternative Contact Person (optional):** \_\_\_\_\_  
**Telephone Number:** \_\_\_\_\_  
**Cell Number:** \_\_\_\_\_  
**E-mail:** \_\_\_\_\_

**REFERENCE 2**

**Name of Company:** Harmony School of Innovation Sugarland  
**Dates of Service:** 2021-Present  
**Contact Person:** Tiffany Washington  
**Address:** 13738 Old Richmond Rd,  
**City/State/Zip:** Sugarland, TX 77498  
**Telephone Number:** 281-302-6445  
**Cell Number:** \_\_\_\_\_  
**E-mail:** t washington@harmonytx.org  
**Alternative Contact Person (optional):** \_\_\_\_\_  
**Telephone Number:** \_\_\_\_\_  
**Cell Number:** \_\_\_\_\_  
**E-mail:** \_\_\_\_\_

**REFERENCE 3**

**Name of Company:** School of Science and Technology - Spring  
**Dates of Service:** 2021-Present  
**Contact Person:** Jason Choi  
**Address:** 2105 Louetta Rd,  
**City/State/Zip:** Spring, TX 77388  
**Telephone Number:** 281-528-0096  
**Cell Number:** \_\_\_\_\_  
**E-mail:** jchoi@ssttx.org  
**Alternative Contact Person (optional):** \_\_\_\_\_  
**Telephone Number:** \_\_\_\_\_  
**Cell Number:** \_\_\_\_\_  
**E-mail:** \_\_\_\_\_

**Attachment E**  
**Certifications & Assurances**

**By signing below**, the company Representative certifies they have authority to bind the company, and further acknowledges and certifies on behalf of the company:

1. That they have thoroughly read and understand 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 G and H);
4. That the company will perform the services required at the prices quoted above.
5. That, to the best of knowledge and belief, the cost or pricing data submitted is accurate, complete, and current as of this submission date;
6. The Vendor represents that its workers are licensed, certified and possess the requisite credentials to do service and,
7. **NON-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 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.
8. **CERTIFICATION OF INDEPENDENT PRICE DETERMINATION**  
By submitting a **bid**, the **bidder** certifies that the prices submitted in response to the solicitation have been arrived independently and without any consultation, communication, or agreement with any other **bidder** or competitor for the purpose of restricting competition.
9. **OFFEROR'S REPRESENTATION REGARDING CONTINGENT FEES:** By **responding to the solicitation** the **Vendor** represents that it has not retained any person or agency on a percentage, commission, or other contingent arrangement to secure this contract. If the **Vendor** cannot make such a representation, a full and complete explanation shall be submitted in writing **to the Agency prior to contract execution**.
10. **REPRESENTATION REGARDING CONTINGENT FEES:** Vendor represents that it *has not* retained a person to solicit or secure a State contract upon an agreement or understanding for a commission, percentage, brokerage, or other contingent fee, except as disclosed in the Vendor's bid.
11. **REPRESENTATION REGARDING GRATUITIES:** **Vendor** represents that it has not, is not, and will not offer, give, or agree to give any employee or former employee of "Agency" 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. **Vendor** further represents that no employee or former employee of "Agency"

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 **Vendor**. **Vendor** 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.

**Printed Name of Representative:** Nakeysha Wilson, MS OTR/L

**Date:** February 19, 2026

**Signature:** *Nakeysha Wilson MSOTR*

**Note:** Failure to sign 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.

**\*Please include in Bid Package when submitting\***

**Attachment F**  
**RELEASE OF BID AS PUBLIC RECORD**

Notice to the bidder that the redacted version of the bid – or if a bidder does not produce a redacted version, 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 one of the following statements as applicable regarding release of its bid document as a public record. A bidder may be deemed non-responsive if the bidder fails to comply with the requirements of the statement acknowledged.*

Choose one:

       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 are redacted in black.** Bidder acknowledges that it may be subject to exclusion pursuant to Chapter 15 of the PPRB OPSCR Rules and Regulations if the [Agency] or the Public Procurement Review Board determine redactions were made 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 Agency 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 Agency 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.

Name: Nakeysha Wilson, MS OTR/L

Signature:  Date: February 19, 2026

**\*Please include in Bid Package when submitting\***

## ATTACHMENT G – Sample Contract

### 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 law's 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/or Department of Mental Health, and this contract is not approved by the PPRB and/or OPSCR and/or DMH, it is void and no payment shall be made hereunder.
3. Attorney's Fees and Expenses: In the event Vendor defaults on any obligations under this Agreement, Vendor shall pay to "Agency" all costs and expenses, without limitation, incurred by "Agency" in enforcing this Agreement or reasonably related to enforcing this Agreement. This includes but is not limited to investigative fees, court costs, and attorney's fees. Under no circumstance shall "Agency" be obligated to pay attorneys' fees or legal costs to Vendor.
4. Authority To Contract: Vendor 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 agreement of any kind: and,
  4. Notwithstanding any other provision of this agreement to the contrary, 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.
5. Availability of Funds: It is expressly understood and agreed that the obligation of "Agency" to proceed under this agreement is conditioned upon the appropriation of funds by the Mississippi State Legislature and the receipt of state and/or federal funds. If the funds anticipated for the continuing time fulfillment of the agreement are, at any time, not forthcoming or insufficient, regardless of source funding, "Agency" shall have the right upon ten (10) business days written notice to Vendor, to terminate this agreement without damage, penalty, cost or expenses to "Agency" of any kind whatsoever. The effective date of termination shall be as specified in the notice of termination.
6. Compliance with Equal Opportunity in Employment Policy: Vendor understands that "Agency" 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 Vendor agrees during the term of the agreement that Vendor will strictly adhere to this policy in its employment practices and provision of services.
7. Compliance with Laws: Vendor 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.
8. Confidentiality: "Agency" 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 "Agency", by Vendor, "Agency" shall follow the provisions of Mississippi Code Annotated

§§ 25-61-9 and 79-23-1 before disclosing such information – unless Vendor has previously indicated the information is not a trade secret or confidential commercial and financial information. “Agency” shall not be liable to the Vendor for disclosure of information required by court order or required by law.

9. Contract Assignment and Subcontracting: Vendor acknowledges that it was selected by “Agency” to perform the services required hereunder based, in part upon Vendor’s special skills and expertise. Vendor shall not assign, subcontract, or otherwise transfer this agreement, in whole or in part, without the prior written consent of “Agency”, which may, in its sole discretion, approve or deny without reason. Any attempted transfer of Vendor’s obligations hereunder without such consent of “Agency” shall be null and void. Approval of a subcontract by “Agency” shall not be deemed to be an approval of the incurrence of any additional obligation of “Agency”. Vendors shall be subject to the terms and conditions of this agreement and to any conditions of approval that “Agency” may deem necessary. Subject to the foregoing, this agreement shall be binding upon the respective successors and assigns of the parties.
10. Vendor Personnel: The Agency shall, throughout the life of the contract, have the right of reasonable rejection and approval of staff or Vendors assigned to the work by Vendor. If the Agency reasonably rejects staff or Vendor, Vendor shall provide replacement staff or Vendor satisfactory to the Agency in a timely manner and at no additional cost to the Agency. The day-to-day supervision and control of Vendor’s employees and Vendors is the sole responsibility of Vendor.
11. 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 parties 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 parties 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.*
12. E-Payment: Vendor 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 law on “Timely Payments for Purchases by Public Bodies,” which generally provides for payment of undisputed amounts by the agency within forty-five (45) days of receipt of invoice. Mississippi Code Annotated § 31-7-301 *et seq.*
13. E-Verification: If applicable, Vendor 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. Vendor agrees to provide a copy of each verification upon request of “Agency” subject to approval by any agencies of the United States Government. Vendor 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 Vendor 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 Vendor by an agency, department or governmental entity for the right to do business in Mississippi; or
- (3) both.

In the event of such termination, Vendor 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.

14. 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 Agency and the Vendor. Vendor 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 Agency or Vendor on the basis of draftsmanship or preparation hereof.
15. Failure to Deliver: In the event of failure of Vendor to deliver services in accordance with the contract terms and conditions, the Agency, after due oral or written notice, may procure the services from other sources and hold Vendor responsible for any resulting additional purchase and administrative costs. This remedy shall be in addition to any other remedies that "Agency" may have.
16. Failure To Enforce Does Not Constitute Waiver: Failure by the "Agency" 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 Agency to enforce any provisions at any time in accordance with its terms.
17. HIPAA Compliance: HIPAA stands for Health Insurance Portability and Accountability Act. Passed in 1996 HIPAA is a federal law that sets a national standard to protect medical records and other personal health information. A federal law that protects sensitive health information from being disclosed without a patient's consent. Under no circumstances will 'Persons Served' be recorded and/or photos taken and shared on social media or shared by any other means of communication.
18. Indemnification: To the fullest extent allowed by law, Vendor shall indemnify, defend, save and hold harmless, protect, and exonerate "Agency", 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 Vendor and/or its partners, principals, agents, employees and/or Vendors in the performance of or failure to perform this agreement.

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

19. Independent Vendor Status: Vendor shall, at all times, be regarded as and shall be legally considered an independent Vendor and shall at no time act as an agent for "Agency". Nothing contained herein shall be deemed or construed by "Agency", Vendor, 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 "Agency" and Vendor. Neither the method of computation of fees or other charges, nor any other provision contained herein, nor any acts of "Agency" or Vendor hereunder creates or shall be deemed to create a relationship other than the independent relationship of "Agency" and Vendor.

Vendor's personnel shall not be deemed in any way, directly or indirectly, expressly or by implication, to be employees of "Agency". Neither Vendor nor its employees shall, under any circumstances, be considered

servants, agents, or employees of "Agency", and "Agency" shall be at no time legally responsible for any negligence or other wrongdoing by Vendor, its servants, agents, or employees.

"Agency" shall not withhold from the contract payments to Vendor any Federal or State unemployment taxes, Federal or State income taxes, Social Security tax, or any other amounts for benefits to Vendor. Further, "Agency" shall not provide to Vendor any insurance coverage or other benefits, including Workers' Compensation, normally provided by "Agency" for its employees.

20. Infringement Indemnification: Vendor warrants that the materials and deliverables provided to "Agency" under this agreement, and their use by "Agency", 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, Vendor shall defend the infringement action and/or obtain for "Agency" the right to continue using such items without additional cost to "Agency". Should Vendor fail to obtain for "Agency" the right to use such items, Vendor shall suitably modify them to make them non-infringing or substitute equivalent software or other items at Vendor's expense.

In the event the above remedial measures cannot possibly be accomplished, and only in that event, Vendor may require "Agency" to discontinue using such items, in which case Vendor will refund "Agency" the fees previously paid by "Agency" for the items the customer may no longer use, and shall compensate "Agency" 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 ten (10) business days of notice to "Agency" to discontinue said use.

*Scope of Indemnification*: Provided that Ellisville promptly notifies Vendor in writing of any alleged infringement claim of which it has knowledge, Vendor shall defend, indemnify, and hold harmless "Agency" 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 Agency's sole discretion, upon approval of the Office of the Mississippi Attorney General and "Agency", Vendor may be allowed to control the defense of any such claim, suit, etc. In the event Vendor defends said claim, suit, etc., Vendor shall use legal counsel acceptable to the Office of the Mississippi Attorney General and "Agency". Vendor shall be solely responsible for all costs and/or expenses associated with such defense, and "Agency" shall be entitled to participate in said defense. Vendor shall not settle any claim, suit, etc. without the concurrence of the Office of the Mississippi Attorney General and "Agency", which shall not be unreasonably withheld.

21. Insurance:

a. Vendor shall maintain insurance which, at a minimum, shall include the following types of insurance and coverage limits:

- **Workers Compensation** as required by the laws of the State of Mississippi; and
- **Comprehensive General Liability or Professional General Liability** with minimum limits of \$1,000,000.00 per occurrence for bodily injury, personal injury, accidental death, property damage, employee dishonesty, and identity theft; and,
- **Employee Dishonesty or Fidelity Bond** insurance with third party liability coverage and with minimum limits of \$500,000.00

b. All insurance policies shall list the "Agency" as an additional insured and, upon request, the Vendor shall provide copies of any insurance documentation to "Agency".

c. All insurance policies shall be issued by companies authorized to do business under the laws of the State of Mississippi. Insurance carriers must be licensed or hold a Certificate of Authority from the Mississippi Department of Insurance.

d. "Agency" reserves the right to request certificates of insurance (COI) directly from the Vendor's insurance carrier regarding the required coverage.

22. 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.
23. No Limitation of Liability: Nothing in this agreement shall be interpreted as excluding or limiting any liability of the Vendor for harm arising out of the Vendor's or its sub Vendor's performance under this agreement.
24. Non-Solicitation of Employees: Each party to this agreement agrees not to employ or to solicit employment, directly or indirectly, any persons in the full-time or part-time employment of the other party until at least twelve (12) months after this agreement terminates, unless mutually agreed to in writing by "Agency" and Vendor. 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.
25. Paymode: Payments by "Agency" using the State's accounting system ([www.ms.gov/dfa/contract\\_bid\\_search/Home/Sell](http://www.ms.gov/dfa/contract_bid_search/Home/Sell)) shall be made and remittance information provided electronically as directed by the state and deposited into the bank account of Vendor's choice. The Agency may, at its sole discretion, require Vendor to electronically submit invoices and supporting documentation at any time during the term of this Agreement. Vendor understands and agrees that the Agency is exempt from the payment of Mississippi taxes. All payments shall be in United States currency. No charge to access Paymode. <https://vendor.paymode.com/StateofMississippi/G-YB62GV5YA>  
Invoices may be emailed to [essaccountspayable@ess.ms.gov](mailto:essaccountspayable@ess.ms.gov).
26. 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's Department of Finance and Administration's website ([www.DFA.ms.gov](http://www.DFA.ms.gov)). Any Vendor responding to a solicitation for personal and professional services and any Vendor doing business with a State Agency is deemed to be on notice of all requirements therein.
27. Professional Certifications and Licenses: Vendor shall provide official copies of all valid licenses and certificates required for performance of the work. The official copies shall be delivered to "Agency" no later than ten (10) business days after Vendor receives the Notice of Intent to Award from "Agency". Current official copies of licenses and certificates shall be provided to "Agency" within five (5) business days of request at any time during the contract term. Licenses and certificates required for this contract include the following: a business license valid in the State of Mississippi; a professional license or certificate in the field of (specialty area).
28. Property Rights: Property rights do not inure to Vendor until such time as services have been provided under a legally executed contract. Vendor has no legitimate claim of entitlement to the provision of work hereunder and acknowledges that "Agency" may terminate this contract at any time for its own convenience.
29. Recovery of Money: Whenever, under the contract, any sum of money shall be recoverable from or payable by Vendor to "Agency", the same amount may be deducted from any sum due to the Vendor under this contract or

under any other contract between the Vendor and "Agency". The rights of "Agency" are in addition and without prejudice to any other right "Agency" may have to claim the amount of any loss or damage suffered by "Agency" on account of the acts or omissions of Vendor.

30. Renewal of Contract: Upon written agreement of both parties at least ninety (90) days prior to each contract anniversary date, the contract may be renewed by the Agency for a period of four (4) successive one-year period(s) under the same prices, terms, and conditions as in the original contract. The total number of renewal years permitted shall not exceed four (4).
31. Representation Regarding Gratuities: Vendor represents that it has not, is not, and will not offer, give, or agree to give any employee or former employee of "Agency" 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. Vendor further represents that no employee or former employee of "Agency" has or is soliciting, demanding, accepting, or agreeing to accept a gratuity of 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 Vendor. Vendor further represents it is following 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.
32. 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](http://www.transparency.ms.gov) and shall be available at "Agency" for examination, inspection, or reproduction by the public. The Vendor acknowledges and agrees that "Agency" 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.*
33. State Property: Vendor will be responsible for the proper custody and care of any state-owned property furnished for use in connection with the performance of this agreement. Vendor will reimburse the State for any loss or damage, normal wear and tear, excepted.
34. Stop Work Order: "Agency" may, by written order to Vendor at any time, require Vendor 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 "Agency". Upon receipt of such an order, Vendor shall forthwith comply with its terms and take all reasonable steps to minimize any further cost to "Agency". Upon expiration of the stop work order, Vendor shall resume providing the services which were subject to the stop work order, unless "Agency" has terminated that part of the agreement or terminated the agreement in its entirety. "Agency" is not liable for payment of services which were not rendered due to the stop work order.
35. TERMINATION:  
*Termination for Convenience*. The Agency may, when the interests of the Agency require, terminate this contract in whole or in part, for the convenience of the Agency. The Agency shall give written notice of the termination to Vendor specifying the part of the contract terminated and when termination becomes effective. Vendor shall incur no further obligations in connection with the terminated work and on the date set in the notice of termination. Vendor will stop work to the extent specified. Vendor 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 “Agency” gives the Vendor notice that the personal or professional services are being provided in a manner that is deficient, the Vendor shall have 30 days to cure the deficiency. If the Vendor fails to cure the deficiency, “Agency” may terminate the contract for default, and the Vendor will be liable for the additional cost to “Agency” to procure the personal and professional services from another source. Termination under this paragraph could result in Vendor 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.

36. Unsatisfactory Work: If, at any time during the contract term, the service performed or work done by Vendor is considered by “Agency” to create a condition that threatens the health, safety, or welfare of the persons served and/or employees of the State of Mississippi, Vendor shall, on being notified by “Agency”, immediately correct such deficient service or work. In the event Vendor fails, after notice, to correct the deficient service or work immediately, “Agency” shall have the right to order the correction of the deficiency by separate contract or with its own resources at the expense of Vendor.

## Attachment H

### OPTIONAL CLAUSES FOR USE IN SERVICE CONTRACTS RESULTING FROM THIS IFB

1. Authority of Signature: Vendor acknowledges that the individual executing the contract on behalf of the Agency is doing so in their official capacity only. To the extent any provision contained in the contract exceeds the signatory's authority, Vendor agrees that it will not look to that individual in their personal capacity or otherwise seek to hold that person individually liable for exceeding such authority.
2. Change in Scope of Work: The Agency may order changes in the work consisting of additions, deletions, or other revisions within the general scope of the contract. No claims may be made by Vendor that the scope of the project or of Vendor's services has been changed, requiring changes to the amount of compensation to Vendor or other adjustments to the contract, unless such changes or adjustments have been made by written amendment to the contract signed by the Agency and Vendor.

If Vendor believes that any requested work is not within the scope of the project, it is a material change, or will otherwise require more compensation to Vendor, Vendor must immediately notify the Agency in writing of this belief. If the Agency believes that the work is within the scope of the contract as written, Vendor will be ordered to and shall continue with the work as changed and at the cost stated for the work within the contract.

3. Copyrights: Vendor agrees that the rights and title to any copyrightable material first produced under this agreement belongs to Agency. Vendor hereby grants to Agency 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 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 Vendor 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.
4. Exclusion or Debarment: By submitting a [bid, proposal, qualification, application] in response to the [IFB, RFP, RFQ, RFA], the [bidder, offeror, applicant] certifies that they are not currently excluded or debarred from future contract awards by any political subdivision or agency of any state, federal, local, or county government. [Bidder, Offeror, Applicant] further certifies that Vendor is not an agent of any such person or entity.  
[Bidder, Offeror, Applicant] certifies that they have not, in the five-year (5) 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, Offeror, Applicant] certifies that it is not presently indicted or otherwise criminally or civilly charged with the commission of any of the acts listed herein.  
[Bidder, Offeror, Applicant] certifies that, within the past five (5) years, it has not had a contract with a governmental entity terminated due to the [bidder, offeror, applicant]'s failure to perform, default, or any other action or inaction by the [bidder, offeror, applicant].
5. Information Designated by Vendor as Confidential: Any disclosure of those materials, documents, data, and other information which Vendor 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 terms of the contract shall not be deemed a trade secret of confidential commercial or financial information.

6. **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, as a whole or in part, as a result of causes beyond reasonable control and without the fault or negligence of such party and/or its sub-Vendors. 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, Vendor shall notify the Agency immediately 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 Agency may exercise any rights it has under the contract which are available when neither party is in default.
7. **Notices:** All notices required or permitted to be given under this agreement must be in writing and personally delivered/mailed/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 received or when refused. The parties agree to promptly notify each other in writing of any change of address/email.

For the Agency:	For Vendor:
Email: <a href="mailto:ess.contracts@ess.ms.gov">ess.contracts@ess.ms.gov</a>	<b>[email]</b>
Beverly Rogers, Procurement Officer	<b>[Name, Title]</b>
Ellisville State School	<b>[Vendor Name]</b>
1101 Highway 11 South	<b>[Address]</b>
Ellisville, MS 39437	<b>[City, State, Zip]</b>

8. **Ownership of Documents and Work Papers:** Agency 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 Vendor’s internal administrative and quality assurance files and internal project correspondence. Vendor shall deliver such documents and work papers to Agency upon termination or completion of the agreement. The foregoing notwithstanding, Vendor shall be entitled to retain a set of such work papers for its files. Vendor shall be entitled to use such work papers only after receiving written permission from Agency and subject to any copyright protections.
9. **Price Adjustment:** Any adjustments in price during the life of a contract is limited to the price adjustment methodology stated in the solicitation, or if the contract was not formally solicited, is limited to the methodology included in the contract at the time the contract was originally executed. Describe the method in which any price adjustment will be calculated, the triggering event which makes the price adjustment clause applicable, any limits on the price adjustment available, and any other requirements applicable for the price adjustment clause to be enacted. Any available price adjustment shall have been specifically agreed upon by the parties at the time of contracting and included in the contract.
10. **Quality Control:** Vendor 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 Vendor'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 Agency.

11. Record Retention and Access to Records: Vendor shall maintain such financial records and other records as may be prescribed by the Agency or by applicable federal and state laws, rules, and regulations. Provided Vendor is given reasonable advance written notice, and such inspection is made during normal business hours of Vendor, the Agency or any duly authorized representatives shall have unimpeded, prompt access to any of Vendor's book, documents, papers, and/or records which are relevant to the agreement. All records related to this agreement shall be retained by Vendor for three (3) years after final payment is made under this agreement and all pending matters are closed; however, if any audit, litigation or other action arising out of or related in any way to this project is commenced before the end of the three (3) year period, the records shall be retained for one (1) year after all issues arising out of the action are finally resolved or until the end of the three (3) year period, whichever is later.
12. Requirements Contract: During the period of the contract, Vendor shall provide all services described in the contract. Vendor understands and agrees that this is a requirements contract and that the Agency shall have no obligation to Vendor if no services are required. Any quantities that are included in the scope of work reflect the current expectations of the Agency for the period of the contract. The amount is only an estimate, and Vendor understands and agrees that the Agency is under no obligation to Vendor to buy any amount of the services as a result of having provided this estimate or of having any typical or measurable requirement in the past. Vendor further understands and agrees that the Agency 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.
13. Right to Audit: Vendor shall maintain such financial records and other records as may be prescribed by the Agency or by applicable federal and state laws and regulations. Vendor shall retain these records for a period of three (3) years after final payment, or until they are audited by the Agency, whichever event occurs first. These records shall be made available during the term of the contract and the subsequent three (3) year period for examination, transcription, and audit by Agency, the Mississippi State Auditor's Office, and/or other entity of the State.
14. 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.
15. Third Party Action Notification: Vendor shall give the customer prompt notice in writing of any action or suit filed, and prompt notice of any claim made against Vendor by any entity that may result in litigation related in any way to this agreement.
16. Variation in Quantity: The quantity of services specified in this contract may be increased to the extent agreeable by both parties. However, the unit prices shall remain unchanged, other than as allowed by a price adjustment which would have otherwise been applicable.

**Attachment I**  
**Scope of Work**  
**Psychological Services**

Consultant will provide consultative services, assistance, and reviews in support of the Psychological Services Departments at Ellisville State School (ESS) and South Mississippi Regional Center (SMRC).

Location of work:

**Ellisville State School** – 1101 HWY 11 South, Ellisville MS 39437

**South Mississippi Regional Center** – 1170 West Railroad St, Long Beach MS 39560

- N. Consultant will adhere to the American Psychological Association (APA) **Ethical Principles of Psychologists and Code of Conduct** (2017) and, Rules and Regulations of the Mississippi Board of Psychology dated October 19, 2022.
- O. The consultant must be located within driving distance of Ellisville State School to visit personally and perform duties.
- P. Consultant will review and sign Level II evaluations for Jaycee Evaluation Center at Ellisville State School and the Diagnostic and Evaluation Services Center at South Mississippi Regional Center.
- Q. The consultant will review and approve psychological evaluations entered into software LTSS for Jaycee Evaluation Center at Ellisville State School and the Diagnostic and Evaluation Services Center at South Mississippi Regional Center.
- R. The consultant will review applicable Psychological Services Policies and Procedures and provide recommendations to the Agency Director or their designee.
- S. The consultant agrees to provide in-service training and ad-hoc training materials on topics mutually agreed upon.
- T. Consultant agrees to perform mutually agreed upon "other duties" as deemed appropriate and necessary in the role of a consulting licensed psychologist.
- U. Consultant agrees to meet or exceed professional standards established by the Mississippi Board of Psychology, the governing authority for licensed psychologists in Mississippi.
- V. The consultant agrees to follow the policies and procedures of the Agency and attends an agency-provided orientation.
- W. Consultant will furnish a Curriculum Vitae for review.
- X. Consultant currently holds and maintains an active License to practice as a psychologist as approved by the Mississippi Board of Psychology. A copy of the license will be provided.
- Y. The consultant agrees to maintain active registration through the *System for Award Management (SAM)*.
- Z. The consultant will invoice on the last working day of each month.

**Attachment J**

**SMRC COMMUNITY HOMES**

<b>Gautier Community Home</b>
214A Graveline Rd 214B Graveline Rd Gautier, MS 39553
<b>Biloxi Community Home</b>
280 Tara Lane 2050 Lawrence Ave Biloxi, MS 39531
<b>Biloxi Lighthouse</b>
2766 Fernwood Rd Biloxi MS 39531
<b>Wiggins Community Home</b>
500 Harrison St 509 Stapp St Wiggins, MS 39577
<b>Poplarville Community Home</b>
1303 S Shivers St 1501 S Shivers St Poplarville, MS 39470

**South Mississippi Regional Center**  
**1170 West Railroad St**  
**Long Beach MS 39560**  
**228-868-2923**

**Attachment K**

**ESS COMMUNITY HOMES**

**ELLISVILLE**

Name of Home	Address	City / Zip			
Clover Cove	711 Blank St.	Ellisville, 39437			
Cotten's Corner	107 Cleveland St.	Ellisville, 39437			

**LUMBERTON**

Name of Home	Address	City / Zip			
Pineview	1116 W. Main Ave	Lumberton, 39455			
Timberlake	1116 W. Main Ave	Lumberton, 39455			

**PRENTISS**

Name of Home	Address	City / Zip			
Willowbend	1164 Berry Street	Prentiss, 39474			
Stonebriar	1160 Berry Street	Prentiss, 39474			

**RICHTON**

Name of Home	Address	City / Zip			
Somerset	580 Cypress St. N.	Richton, 39476			
Bridgedale	200 Gertrude Ave.	Richton, 39476			

**SUMRALL**

Name of Home	Address	City / Zip			
Brookwood	10 Legion Lake Rd	Sumrall, 39482			
Douglas Graham	4759 Highway 589	Sumrall, 39482			

**WAYNESBORO**

Name of Home	Address	City / Zip			
Woodland Heights	60 Joe Jordan Dr.	Waynesboro, 39367			
Pinecrest	277 Ramey Lane	Waynesboro, 39367			

# STATE HOLIDAYS

NAME	DATE
New Year's Day	January 1
Dr. Martin Luther King, Jr.'s and Robert E. Lee's Birthdays	Third Monday of January
Washington's Birthday	Third Monday of February
Confederate Memorial Day	Last Monday of April
Memorial Day	Last Monday of May
Independence Day	July 4
Labor Day	First Monday of September
Armistice or Veteran's Day	November 11
Thanksgiving Day	A day fixed by proclamation by the Governor of Mississippi as a day of Thanksgiving, which shall be fixed to correspond to the date proclaimed by the President of the United States
Christmas Day	December 25

IFB 2026-01  
 RFx# 3160007832  
 Psychology Services  
 Bid Results  
 Bid Opening, February 23, 2026 10:00 AM CST  
 Ellisville State School

<u>Vendor #1</u>	<u>Notes, Documents supplied with Bid</u>	<u>Amount of Bid</u>											
<p><b>Malkin Behavioral and Mental Health Consultation Services, PLLC</b></p> <p><b>455 Lynn Rd</b> <b>Petal MS 39465</b></p> <p><b>267-640-8472</b></p> <p><b>Malkinconsultationservices@gmail.com</b></p>	<p>X-Bid Cover Sheet <b>(Attachment A)</b></p> <p>X-Bid Form <b>(Attachment B)</b></p> <p>X-References <b>(Attachment C)</b></p> <p>X-References Score Sheet <b>(Attachment D)</b></p> <p>X-Certifications &amp; Assurances <b>(Attachment E)</b></p> <p>X-Release of Bid as Public Record <b>(Attachment F)</b></p> <p>X-Amendment 1 – 21Jan26</p> <p>X-Amendment 2 – 26Jan26</p> <p>Curriculum Vitae License MS SOS &amp; insurance</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 70%; text-align: center;">Unit Description</th> <th style="width: 30%; text-align: center;">Monthly Price</th> </tr> </thead> <tbody> <tr> <td>Standard - ESS</td> <td style="text-align: right;">\$11,000.00</td> </tr> <tr> <td>On-Call - ESS</td> <td style="text-align: right;">\$650.00</td> </tr> <tr> <td>Standard - SMRC</td> <td style="text-align: right;">\$included in standard-ESS</td> </tr> <tr> <td>On-Call - SMRC</td> <td style="text-align: right;">\$included in on call-ESS</td> </tr> </tbody> </table>		Unit Description	Monthly Price	Standard - ESS	\$11,000.00	On-Call - ESS	\$650.00	Standard - SMRC	\$included in standard-ESS	On-Call - SMRC	\$included in on call-ESS
Unit Description	Monthly Price												
Standard - ESS	\$11,000.00												
On-Call - ESS	\$650.00												
Standard - SMRC	\$included in standard-ESS												
On-Call - SMRC	\$included in on call-ESS												

<u>Vendor #2</u>	<u>Notes, Documents supplied with Bid</u>	<u>Amount of Bid</u>											
<p><b>Adelphi Staffing, LLC</b>  <b>3651 Peachtree Pkwy, Ste E439</b>  <b>Suwanee GA 30024-6034</b></p> <p><b>678-365-1101</b></p> <p><b>Edu-support@adelphistaffing.com</b></p>	<p>X-Bid Cover Sheet  <b>(Attachment A)</b></p> <p>X-Bid Form  <b>(Attachment B)</b></p> <p>X-References  <b>(Attachment C)</b></p> <p>X-References Score  Sheet <b>(Attachment D)</b></p> <p>X-Certifications &amp;  Assurances  <b>(Attachment E)</b></p> <p>X-Release of Bid as  Public Record  <b>(Attachment F)</b></p> <p>X-Amendment 1 –  21Jan26</p> <p>X-Amendment 2 –  26Jan26</p>	<table border="1"> <thead> <tr> <th data-bbox="1188 310 1583 358">Unit Description</th> <th data-bbox="1583 310 1976 358">Monthly Price</th> </tr> </thead> <tbody> <tr> <td data-bbox="1188 358 1583 407">Standard - ESS</td> <td data-bbox="1583 358 1976 407">\$16,000.00</td> </tr> <tr> <td data-bbox="1188 407 1583 456">On-Call - ESS</td> <td data-bbox="1583 407 1976 456">\$5,500.00</td> </tr> <tr> <td data-bbox="1188 456 1583 505">Standard - SMRC</td> <td data-bbox="1583 456 1976 505">\$20,000.00</td> </tr> <tr> <td data-bbox="1188 505 1583 553">On-Call - SMRC</td> <td data-bbox="1583 505 1976 553">\$9,500.00</td> </tr> </tbody> </table>		Unit Description	Monthly Price	Standard - ESS	\$16,000.00	On-Call - ESS	\$5,500.00	Standard - SMRC	\$20,000.00	On-Call - SMRC	\$9,500.00
Unit Description	Monthly Price												
Standard - ESS	\$16,000.00												
On-Call - ESS	\$5,500.00												
Standard - SMRC	\$20,000.00												
On-Call - SMRC	\$9,500.00												

<u>Vendor #3</u>	<u>Notes, Documents supplied with Bid</u>	<u>Amount of Bid</u>										
<p><b>Texas Therapy Consultants, PLLC</b></p> <p><b>1710 S Dairy Ashford Rd Ste 203 Houston TX 77077</b></p> <p><b>832-615-4902</b></p> <p><b>admin@ttconsultants.net</b></p>	<p>X-Bid Cover Sheet (<b>Attachment A</b>)</p> <p>X-Bid Form (<b>Attachment B</b>)</p> <p>X-References (<b>Attachment C</b>)</p> <p>X-References Score Sheet (<b>Attachment D</b>)</p> <p>X-Certifications &amp; Assurances (<b>Attachment E</b>)</p> <p>X-Release of Bid as Public Record (<b>Attachment F</b>)</p> <p>X-Amendment 1 – 21Jan26</p> <p>X-Amendment 2 – 26Jan26</p>	<table border="1" data-bbox="1192 256 1915 511"> <thead> <tr> <th data-bbox="1192 256 1562 305">Unit Description</th> <th data-bbox="1562 256 1915 305">Monthly Price</th> </tr> </thead> <tbody> <tr> <td data-bbox="1192 305 1562 354">Standard - ESS</td> <td data-bbox="1562 305 1915 354">\$4,500.00</td> </tr> <tr> <td data-bbox="1192 354 1562 402">On-Call - ESS</td> <td data-bbox="1562 354 1915 402">\$4,500.00</td> </tr> <tr> <td data-bbox="1192 402 1562 451">Standard - SMRC</td> <td data-bbox="1562 402 1915 451">\$4,500.00</td> </tr> <tr> <td data-bbox="1192 451 1562 511">On-Call - SMRC</td> <td data-bbox="1562 451 1915 511">\$4,500.00</td> </tr> </tbody> </table> <p data-bbox="1192 592 1915 901">Vendor notes: The monthly price listed reflects the total cost of providing one of each type of psychology service per month. Actual service mix may vary. For reference, a detailed breakdown of rates by service type is attached. The monthly price above is based on the anticipated mix of services. The detailed price sheet may be available upon request.</p> <p data-bbox="1192 938 1915 1128"><b>ESS comment – Vendor did not provide IFB requested unit pricing for ALL services combined. Vendor did not include a detailed breakdown of rates by service type as indicated above, however, all services should have been bid for one monthly price as requested.</b></p>	Unit Description	Monthly Price	Standard - ESS	\$4,500.00	On-Call - ESS	\$4,500.00	Standard - SMRC	\$4,500.00	On-Call - SMRC	\$4,500.00
Unit Description	Monthly Price											
Standard - ESS	\$4,500.00											
On-Call - ESS	\$4,500.00											
Standard - SMRC	\$4,500.00											
On-Call - SMRC	\$4,500.00											



# Ellisville State School

Dr. Rinsey McSwain  
Director

1101 Highway 11 South  
Ellisville Mississippi 39437-4444

Phone: (601)477-9384

## Notice of Intent to Award

February 24, 2026

<b>Procurement Type and Number</b>	RFx# 3160007832
<b>Procurement Title</b>	IFB for Psychology Services
<b>Opening Date and Time</b>	February 23, 2026, 10:00 AM CST

The following vendors submitted responses to the above solicitation:

- Malkin Behavioral and Mental Health Consultation Services, PLLC
- Texas Therapy Consultants, PLLC
- Adelphi Staffing, LLC

The following bidder was considered non-responsive and non-responsible –

- Texas Therapy Consultants, PLLC

Responses were evaluated according to the criteria stated in the solicitation. We announce our intent to award a contract to the following vendor upon approval by the Public Procurement Review Board:

- Malkin Behavioral and Mental Health Consultation Services, PLLC

We would like to thank each vendor for your time and efforts in preparing a response to this solicitation.

A bidder who responded to an IFB has an opportunity to request that the procuring Agency reconsider its intent to award the contract to a specific bidder or bidders. Any such request shall be filed with the Agency official primarily responsible for the procurement **and** the Director of OPSCR within **three business days** following issuance of the Notice of Intent to Award.

It shall be the sole responsibility of the requesting bidder to ensure the request is timely **received** by all required parties. Failure to timely request reconsideration in compliance with

this Section results in waiver of any claim a bidder may have as to the Agency's decision to award the contract.

The request shall contain:

RFX number of the solicitation – 3160007832

Requesting vendor

A single contact person – name, title

All contact information for the contact person – full address

Date the IFB was issued – January 07, 2026

Date the Notice of Intent to Award was issued – February 24, 2026

The request shall identify which of these rules and regulations and/or the terms of the IFB the requesting bidder believes were violated by the Agency during the bid evaluation process, explain the factual basis for the alleged violation(s), **and** specify how the alleged violation(s) affected the outcome of the procurement. The request shall not be based on anything other than the Agency Procurement File, these rules and regulations, and the terms of the solicitation. The request shall not be supplemented.

Exhibits shall not be included with the request. Rather, the requesting vendor shall clearly identify the portion(s) of the Agency Procurement File and/or the IFB at issue in the request. Reference to documents outside of or facts not supported by the Agency Procurement File or the IFB shall not be considered by the Agency when responding to the request.

The successful vendor is instructed not to begin work, purchase materials, or enter subcontracts relating to the project or services until execution of the contract.

We appreciate your interest in doing business with Ellisville State School as an agency of the State of Mississippi.

Respectfully,

*Beverly Rogers*

*Procurement Officer - CMPA*

*Ellisville State School/South Mississippi Regional Center*

*1101 Hwy 11 South*

*Ellisville, MS 39437*

*601-477-5615*

*beverly.rogers@ess.ms.gov*

---

**Ellisville State School - RFX#3160007832 Psychology Services - Notice of Intent to Award**

---

**From** Beverly Rogers <beverly.rogers@ess.ms.gov>

**Date** Tue 2/24/2026 9:16 AM

**To** Mallory Malkin <malkinconsultationservices@gmail.com>

**Cc** Lindsay Welch <Lindsay.Welch@ess.ms.gov>

 1 attachment (202 KB)

Notice of Intent to Award-RFX#3160007832 Psychology.pdf;

Congratulations!

*Beverly Rogers*

*Procurement Officer - CMPA*

*Ellisville State School/South Mississippi Regional Center*

*1101 Hwy 11 South*

*Ellisville, MS 39437*

*601-477-5615*



---

**Ellisville State School-RFx#3160007832 Psychology Services - Notice of Intent to Award**

---

**From** Beverly Rogers <beverly.rogers@ess.ms.gov>

**Date** Tue 2/24/2026 9:19 AM

**To** cwalker@adelphistaffing.com <cwalker@adelphistaffing.com>

 1 attachment (202 KB)

Notice of Intent to Award-RFx#3160007832 Psychology.pdf;

Please see attached

*Beverly Rogers*

*Procurement Officer - CMPA*

*Ellisville State School/South Mississippi Regional Center*

*1101 Hwy 11 South*

*Ellisville, MS 39437*

*601-477-5615*

---

**Ellisville State School-RFx#3160007832 Psychology Services - Notice of Intent to Award**

---

**From** Beverly Rogers <beverly.rogers@ess.ms.gov>

**Date** Tue 2/24/2026 9:22 AM

**To** admin@ttconsultants.net <admin@ttconsultants.net>

**Cc** Lindsay Welch <Lindsay.Welch@ess.ms.gov>

 1 attachment (202 KB)

Notice of Intent to Award-RFx#3160007832 Psychology.pdf;

Please see attached

*Beverly Rogers*

*Procurement Officer - CMPA*

*Ellisville State School/South Mississippi Regional Center*

*1101 Hwy 11 South*

*Ellisville, MS 39437*

*601-477-5615*

# Request for Proposals - Projects and Services

Employment - Contract Worker Positions postings can be viewed [here](#).

Ellisville State School is Soliciting Request for Proposal to Provide: Facility Maintenance Services

COORDINATOR: Beverly Rogers (601) 477-5615 [Beverly.Rogers@ess.ms.gov](mailto:Beverly.Rogers@ess.ms.gov)

Bids must be received by: 4:30 PM CST, February 27, 2026

[IFB RFX Number: 3160007840](#)

[IFB RFX Number: 3160007840 Amendment One](#)

[IFB RFX Number: 3160007840 Amendment Two](#)

Ellisville State School is Soliciting Request for Proposal to Provide: HVAC Services

COORDINATOR: Beverly Rogers (601) 477-5615 [Beverly.Rogers@ess.ms.gov](mailto:Beverly.Rogers@ess.ms.gov)

Bids must be received by: 4:30 PM CST, February 27, 2026

[IFB RFX Number: 3160007819](#)

[IFB RFX Number: 3160007819 Amendment One](#)

[IFB RFX Number: 3160007819 Amendment Two](#)

Ellisville State School is Soliciting Request for Proposal to Provide: Psychological Services

COORDINATOR: Beverly Rogers (601) 477-5615 [Beverly.Rogers@ess.ms.gov](mailto:Beverly.Rogers@ess.ms.gov)

Bids must be received by: 4:30 PM CST, February 20, 2026

[IFB RFX Number: 3160007832](#)

[IFB RFX Number: 3160007832 Amendment One](#)

[IFB RFX Number: 3160007832 Amendment Two](#)

[Notice of Intent to Award](#)

Consulting Psychologist	<a href="#">RFQ FY2025</a>	<a href="#">Intent to Award</a>
Medical Waste Disposal	<a href="#">RFQ FY2025</a>	<a href="#">Intent to Award</a>
Consulting Psychologist	<a href="#">RFQ FY2025</a>	<a href="#">Intent to Award</a>
Psychological Services	<a href="#">IFB 3160007172</a>	<a href="#">Intent to Award</a>
Employee Assistance Program	<a href="#">RFQ FY2025</a>	<a href="#">Intent to Award</a>
Biloxi Community Homes Maintenance	<a href="#">RFQ FY2025</a>	
Psychology Services	<a href="#">RFx 3160007832</a>	<a href="#">Amendment One</a> <a href="#">Amendment Two</a> <a href="#">Intent to Award</a>
Wheelchairs, Parts, Accessories and Repairs	<a href="#">RFx 3160007832</a>	<a href="#">Amendment One</a> <a href="#">Amendment Two</a>

Last update - 02/24/2026

South Mississippi Regional Center  
1170 West Railroad Street  
Long Beach, MS 39560  
(228) 868-2923



[Contact Us](#)