

Exhibit "A"

JOB POSTING ANNOUNCEMENT

August 8, 2019

POSITION: Licensed Professional Counselor (LPC)

WORK LOCATION: East Mississippi State Hospital, Meridian, MS

CONTRACT TERM: October 1, 2019 through September 30, 2020

QUANTITY: East Mississippi State Hospital desires to fill four (4) LPC positions through this Request for Applications (RFA)

MINIMUM PAY: \$50.00 per hour - up to 10 hours per weekend, not to exceed 20 hours every two (2) weeks. Payment will only be made for hours worked. Travel pay will not be provided.

RESPONSIBILITIES: To perform Evidence Based Groups on the weekend shifts. The work is flexible and can include up to four (4) groups on Saturdays and/or Sundays. There will also be additional duties as assigned.

QUALIFICATIONS: EXPERIENCE/EDUCATIONAL REQUIREMENTS:

Education:

Requires a Master's Degree in counseling or related field

Licensure:

Possession of a valid Licensed Professional Counselor (LPC) and be licensed to practice in the State of Mississippi

Required Documentation:

Applicant must attach a valid copy of his/her LPC license

Additional Information:

The contract will be canceled if funds are not appropriated or otherwise made available to support the continuation of performance in any fiscal period succeeding the first; however, this does not affect either the State's rights or the Contractor's rights under any termination clause in the contract. Further, the Chief Procurement Officer must notify the Contractor on a timely basis that the funds are or not available for the continuation of the contract for each succeeding fiscal period.

Applications must sealed in an envelope and plainly marked on the outside of the envelope RFA 20-03, Licensed Professional Counselor and either mailed or delivered to the office below:

East Mississippi State Hospital
Director of Resource Management
P.O. Box 4128 West Station
Meridian, MS 39304-4128

Request for Applications Timeline

First newspaper publication will be on August 8, 2019

Second newspaper publication will be on August 15, 2019

Applications must be received on or before Thursday, August 22,, 2019 at 10:00 A.M. CST

Award of the contract will be posted on Thursday, August 22, 2019

Deadline to request a debriefing is Monday, August 26, 2019 at 10:00 A.M. CST

Deadline to file a protest is Friday, August 30, 2019 at 10:00 A.M. CST

Post-Award Vendor Debriefing

A bidder, successful or unsuccessful, may request a post-award debriefing, in writing, by U.S. mail or electronic submission. The written request must be received by the **Chief Procurement Officer of East Mississippi State Hospital** within three (3) business days of notification of the contract award. A post- award debriefing is a meeting and not a hearing; therefore, legal representation is not required. A debriefing typically occurs within three (3) business days of receipt of the request. If a bidder prefers to have legal representation present, the bidder must notify the **Chief Procurement Officer of East Mississippi State Hospital** in writing and identify its attorney by name, address, and telephone number. **East Mississippi State Hospital** will schedule and/or suspend and reschedule the meeting at a time when a Representative of the Office of the Mississippi Attorney General can be present.

For additional information regarding Post-Award Debriefing, as well as the information that may be provided and excluded, please see Section 7-114 through 7-114.07, Post- Award Vendor Debriefing, of the Public Procurement Review Board's Rules and Regulations.

Protest of Award

Any actual or prospective bidder or contractor who is aggrieved in connection with this solicitation or the outcome of the solicitation may file a protest with the **Chief Procurement Officer, Shannon Griffin**. The protest shall be submitted within seven (7) calendar days by 10:00 a.m. in writing after such aggrieved person or entity knows or should have known of the facts giving rise thereto. All protests must be in writing, dated, signed by the bidder or an individual authorized to sign contracts on behalf of the protesting bidder, and contain a statement of the reason(s) for protest, citing the law(s), rule(s) or regulation(s), and/or

procedure(s) on which the protest is based. The written protest letter shall contain an explanation of the specific basis for the protest. The protesting bidder must provide facts and evidence to support the protest. A protest is considered filed when received by the **Chief Procurement Officer, Shannon Griffin**, via either U.S. mail, postage prepaid, or personal delivery. Protests filed after seven (7) calendar days of the award will not be considered.