1. Proposal Cover Sheet

ATTACHMENT A Proposal Cover Sheet

The Mississippi Department of Rehabilitation Services is seeking qualifications from qualified contractors to provide Comprehensive training events for MDRS clients.

Qualifications are to be submitted as listed below, on or before 12:00 PM CST, Thursday, July 10, 2025.

PLEASE MARK YOUR ENVELOPE:

Mississippi Department of Rehabilitation Services
Attention: Lee Shirley, Director of Contracts
1281 Highway 51 North
Madison, Mississippi 39110
Request for Qualifications for Comprehensive Training Events for MDRS Clients
No. 3120003152

Opening Date: 12:00 PM CST, Thursday, July 10, 2025 SEALED PROPOSAL PACKAGE – DO NOT OPEN

Company Name: The Arc of Northwest Mississippi
Address: 6545 Elmore Rd
City/State/Zip: Southaven, MS 38654
Telephone: 662 510 8989
Fax Number: NA
E-M ail Address: Rebecca@thearcnwms.org
Printed Name of Authorized Signer: Rebecca Treadway
Signature and Date: Relecca Orgadway 7/7/25

2. Authorization and Acknowledgements Form

Company Name

ATTACHMENT B

Authorization and Acknowledgements

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

- 1. That he/she has thoroughly read and understands this Request for Qualifications, RFQ 3120003152 and the attachments herein;
- 2. That the company meets all requiremen's and acknowledges all certifications contained in this Request for Qualifications, RFQ 3120003152, and the attachments herein;
- 3. That the company agrees to all provisions of this Request for Qualifications, RFQ 3120003152, and the attachments herein;
- 4. That the company can and will meet all required laws, regulations, and/or procedures related to confidentiality and represents that its workers are licemsed, certified, and possess the requisite credentials to perform the transition services; and
- 5. That the company has, or will secure, at its own expense, applicable personnel who shall be qualified to perform the duties required to be performed under this Request for Qualifications.
- 6. That the company understands that should an amendment to this RFQ be issued, it will be posted on the MDRS website (www.mdrs.ms.gov) in a manner that all proposers will be able to view. Proposers shall acknowledge receipt of any amendment to the solicitation by signing and returning the amendment with the proposal, by identifying the amendment number and date in the space provided for this purpose on this form. The acknowledgment must be received by MDRS by the time and at the place specified for receipt of proposal. It is the company's sole responsibility to monitor the website for amendments to the RFQ.

company ranner	The fire of front west wassissippi		
Signature and Dat	te: Relecca Cheadway	7/7/25	
5	O	,	
Name and Title: _	Rebecca Treadway, Executive Director		

The Arc of Northwest Mississippi

3. Certifications and Assurances Form

ATTACHMENT C

Certifications and Assurances

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

1. Representation Regarding Contingent Fees.

Contractor represents that it [HAS or HAS NOT] retained a person to solicit or secure a state contract upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee, except as disclosed in Contractor's proposal.

2. Representation Regarding Gratuities.

The Respondent or Contractor represents that it [HAS or HAS NOT] violated, is not violating, and promises that it will not violate the prohibition against gratuities set forth in Section 6-204 (Gratuities) of the Mississippi Public Procurement Review Board Office of Personal service Contract Review Rules and Regulations.

3. Certification of Independent Price Determination.

The Respondent certifies that the prices submitted in response to the solicitation [HAVE or HAVE NOT] been arrived at independently and without, for the purpose of restricting competition, any consultation, communication, or agreement with any other respondent or competitor relating to those prices, the intention to submit a proposal, or the methods or factors used to calculate price.

4. Prospective Contractor's Representation Regarding Contingent Fees.

The Prospective Contractor represents as a part of such Contractor's proposal that such Contractor [HAS or HAS NOT] betained any person or agency on a percentage, commission, or other contingent arrangement to secure this contract.

Company Name:	The Arc of Northwest Mississippi		
Signature and Dat	e: Rebecca Creadway	7/7/25	
Name and Title:	Rebecca Treadway. Executive Director		

Note: Please be sure to circle the applicable word or words provided above. Failure to circle the applicable word or words and/or to sign the proposal form may resul[±] in the proposal being rejected as nonresponsive. Modifications or additions to any portion of this proposal document may be cause for rejection of the proposal.

4. Company Questionnaire

ATTACHMENT D

Company Questionnaire

If additional space is needed, please attach supplemental pages as necessary to completely answer all questions.

1. Co	rporate Experience and Capacity
Territori	Provide the age of your business.

Describe the experience of the firm in providing the service, give number of years that the service has be en delivered, and provide a statement on the extent of any corporate expansion required to handle the service.

The Arc of Northwest Mississippi was established in 2014 and has been serving individuals with developmental disabilities for 11 years. Currently we have 7 full-time employees and 4 part-time employees We are partnering with The Arc of Singing River to deliver these services in Jackson County. They planned these job training events in Jackson County over the last 12 months as a subsidiary of The Arc of Mississippi and are now moving forward as a separate entity. To ensure continuity and quality of service, the Executive Director of The Arc of Northwest Mississippi will meet biweekly with The Arc of Singing River planning team.

The first Job Extravaganza events in the state were delivered by our team in 2023. To date, we have successfully hosted 10 events serving over 535 students in Tate, Marshall, Lee, DeSoto, Jackson, and Tunica. The events have grown increasingly complex serving more students and attracting more businesses with larger hands-on mock workstations.

There would be no corporate expansion required for us to deliver the services outlined in this document.

Company Name: ___The Arc of Northwest Mississippi_____



Lee Shirley 1281 Highway 51 North Madison, Mississippi 39110

Dear Mr. Shirley,

I am writing to confirm The Arc of Singing River's commitment to provide the professional services needed to create and host comprehensive job training events for MDRS clients Job Training grant in partnership with The Arc of Northwest Mississippi.

If the RFQ proposal submitted by The Arc of Northwest Mississippi is selected, it is The Arc of Singing River's intent to collaborate and commit resources as detailed in the Proposal section of the response.

With regards,

Christy Sharp

Community Liaison

The Arc of Singing River

Christy Sharp

ATTACHMENT D

Company Questionnaire (Page 2 of 3)

If additional space is needed, please attach supplemental pages as necessary to completely answer

2. Service Location

If services are to be provided at a site other than firm's principal place of business (the address given in Attachment A), please specify the place of performance.

The DeSoto County Job Extravaganzas are held at Longview Heights Baptist Church, which offers ample space for over 20 workstations and is wheelchair accessible. The Tate and Tunica County events take place at Senatobia First Memorial Church, which also provides great space and accessibility. Our proposal is asking to include Marshall County into our coverage area. We are open to including them in our Tate and Tunica event in Senatobia or to creating a stand-alone event for their county. The Jackson events take place at Jackson County Exceptional School Campus. We continue to search for an acceptable location for the 2025 event in Lee County. When selecting a location, we prioritize several key factors: accessibility, cleanliness, and space. Venues must be wheelchair accessible and have a large open area like a gym or multiple rooms for at least 20 stations. Each station must also have enough seating to accommodate client groups. Additionally, we prefer to have a separate eating area for the lunch portion of the event. It is our goal to serve Tate, Tunica, and Marshall Counties in one large event, then in three smaller events. This will allow us to determine if we can raise attendance by placing the event closer to or inside of one of their home schools.

3. Personnel

Attach resumes' of all those who will be involved in the delivery of service (from principals to field technicians) that include their experience in this area of service delivery as well as a list of all principals. Additionally, please provide copies of all applicable permits, professional certifications and/or licenses from the applicable certifying authority, and a list of all principals.

Employee	Role
Aliyah Shavers	Principal
Rebecca Treadway	Principal
Kim Duffy	Principal
Christy Sharp	Principal
Taneisha Spearman	Support person
Stuart Colombia	Support person
Mackenzie Edwards	Support person
John Catafygiotu	Support person
Karin Hilser	Support person

All employees complete fingerprints and National Criminal background checks. The organizing entity puts aside one staff meeting annually to review MRS Client Services Policy and Procedures Manuals and Commission on Rehabilitation Ccunselor Certification Code of Ethics. Any updates or changes to the code or policies outside the one-year cycle are reviewed and discussed as needed.

Company Name:	The Arc of Northwest Mississippi	
---------------	----------------------------------	--

Rebecca Treadway

<u>reb2cca@thearcnwms.org</u> (901) 907-9041

Work Experience

Executive Director 2015-Present

The Arc of Northwest Mississippi, Southaven, MS 38671

- Founded The Arc Northwest Mississippi for individuals with intellectual and developmental disabilities and their families, established a board of directors, and secured funding for a successful non-profit benefiting the special needs community.
- Created, administered, and worked in over 15 Programs to help individuals with intellectual and developmental disabilities live their best lives, connect their parents to services, and educate the community, including a Parent Support Group, two monthly social clubs, art clubs, Camp BOLD (Summer Camp Experience for individuals with I/DD), Sibshops Program for Special Needs Siblings, iPad Workshop for local special educators, Autism Awareness Taining for First Responders.
- Created, administered, and worked in a Pre-Employment Training program with over 150 individuals with intellectual and developmental disabilities from ages 14-21 focusing on Job Exploration Counseling, Workplace Readiness Training, Work-Based Learning Experiences, Instruction in Self-Advocacy Training, Counseling on Post-Secondary and Training Opportunities.

Educator 1996-2015

Middle School Choir Director, DeSoto Courty Schools, Olive Branch, MS

2009-2015

- Developed middle school music programs based on educating children of all developmental levels in a full inclusion environment.
- Taught classes in a rural environment with students from all socio-economic backgrounds.
- Organized city and state-side music events for middle school levels

Elementary Orff Music Specialist, Memphis City Schools, Memphis, TN

1996-2009

- Developed elementary music programs based on educating children of all developmental levels in a full inclusion environment.
- Taught classes in an urban environment with students from all socio-economic backgrounds.
- Wrote and updated curriculum for the Memphis City Schools Orff Music Program.
- Created lessons and outlined curriculum for MacMillian-McGraw Hill Spotlight on Music textbook series, Grade 3 and 4.
- Organized city and state-side music events for elementary school levels
- Presented at local and state level conventions bringing new and innovative approaches to teaching musical concepts.

Education

Masters of Music

2021

University of Memphis, Memphis, TN

Bachelor of Music Education Baldwin-Wallace College, *Berea, OH* 1996

Award

- Torchbearer Award from Mississippi Coalition for Citizens with Disabilities
- Non-Profit of the Year from the Olive Branch Chamber of Commerce Woodmen Life Community Partner Award
- Southaven Chamber of Commerce Woman of the Year
- Community Foundation of Northwest MS Community Star Non-Profit of the Year
- Lewisburg Middle School Teacher of the Year

ALIYAH SHAVERS

aliyahnicoleshavers@gmail.com

662-912-7733

Work Experience

Program Manager

2024 - CURRENT

The Arc Northwest Mississippi, Southaven, MS 38671

- Organize multiple, highly successful large-scale events, generating \$20K to \$40K per event through state contracts.
- Develop community partnerships and coordinated volunteer efforts, fostering inclusive opportunities for individuals with disabilities.
- Design and maintained the organization's website, creating interactive features to improve community engagement.
- Act as a family advocate, meeting with parents to provide guidance and support.
- Develop informational materials to educate families on resources and services.
- Spearheading new initiatives like SuperAble fitness club and Sibshops to promote wellness and socialization.

Education

Bachelor of Science

2022

Mississippi State University, Mississippi State, MS

• Proud member of Omega Nu Lambda, a national honor society recognizing academic excellence among online students.

Activities

- Organizing community events that promote inclusivity
- Leading fitness and socialization clubs for individuals with disabilities.
- Passionate about sustainability and incorporating green practices into community programs.

Skills

- Community Engagement
- Event Planning
- Project Coordination
- Environmental Awareness
- Volunteer Management
- Gardening Enthusiast

KIMBERLY SEAMSTER DUFFY

Kim@arcms.org

(228) 623-3331

Work Experience

In-house Counsel 2022 - CURRENT

The Arc Mississippi, Gulfport, MS 39501

- Responsible for quality assurance
- Advising executive director
- Overseeing guardianship cases, and other special projects

Social Doctrine Theology Teacher

2019 - 2022

Resurrection Catholic School, Pascagoula, MS 39567

Attorney 2013- 2019

Private Practice, Gautier, MS 39553

• General practice of law with concentration on issues regarding individuals with disabilities and non-profits

Managing Attorney

2006 - 2013

Mississippi Center For Justice, Biloxi, MS 39530

• Responsibilities included coordinating volunteers, hosting outreach legal clinics, representing clients, managing client intake/referrals, case review, leading a division, and supervising staff

Attorney 2000 - 2006

Private Practice, Gautier, MS 39553

• General practice of law with concentration on issues regarding individuals with disabilities and non-profits

Staff Attorney 1990 - 1999

South Mississippi Legal Services Corp., Biloxi, MS 39530

- Representing indigent clients, with emphasis in disability issues, elder law, and public benefits.
- Established and supervised legal notline for Elder Mississippians.

Partner 1995 - 1996

Gillespie & Seamster, Attorneys At Law, Gulfport, MS 39501

• General litigation practice firm

Education

University of Mississippi School of Law, Oxford, MS

1988

Juris Doctor

University of Mississippi, Oxford, MS

1985

Bachelor of Social Work

NINA C. "CHRISTY" SHARP

christyissharp@gmail.com

(228) 623-6183

Work Experience

Principal 2022 - CURRENT

Jackson County Exceptional School, Pascagoula, MS 39581

- Rebranded school and created new programming for students with special needs
- Supervise teaching and instruction
- Collaborates with district leaders from three different school districts
- Develops curriculum and programming to reach students with significant cognitive disabilities
- Collaborates with outside agencies to provide supports for families with IDD members
- Manages and maintains a facility owned and operated by the county
- Budgets for programming and resources to benefit students

Lead Teacher/Assistant Principal

2012 - 2022

Pascagoula-Gautier School District/Singing River Academy, Gautier, MS 39553

- Supported principals at various locations
- Supervised teaching and instruction
- Supported students with discipline and behavior needs
- Developed whole school systems and programs

Special Education Teacher

2000 - 2011

Singing River Academy, Gautier, MS 39553

- Aligns Individualized Education Plans and collaborates with service providers to support student achievement and lend access to the general education curriculum
- Develops positive behavior supports for students
- Works collaboratively with parents to support student achievement
- Offered inclusion training and support to other educators
- Developed and implemented an Aerospace Education Day for 450

Disabilities and Mental Health Coordinator

1999 - 2000

Jackson County Civic Action Head Star-, Moss Point, MS 39563

- Collaborated with Local Education Agencies on the Mississippi Gulf Coast to initiate evaluations and provide services for preschool-aged students under Part B of IDEA
- Consulted with teachers and parents about best practices for students
- Managed a large budget and in-kind donations

Family Services Coordinator

1998 - 1999

Early Discoveries, Virginia Beach, VA

- Enrolled at-risk preschool students in a collaborative program between the YMCA and Virginia Beach Public Schools
- Conducted home visits and interviews with parents
- Collaborated with teachers and families to provide services for students

Preschool Teacher 1990 - 1998

YMCA Early Discoveries, Virginia Beach, VA

- Created and implemented developmentally appropriate theme-based lessons
- Collaborated with parents toward student achievement
- Designed and implemented ε classroom management system with positive behavior supports

Education

Mississippi Community College Foundation, Jackson, MS

2011

• Alternate Path to Quality School Leadership

William Carey College, Gulfport, MS

2002

• M.S., Education

Old Dominion University, Norfolk, VA

1998

• B.S., Human Services Counseling

Achievements

- Teacher of the Year for Pascagoula School District, 2010
- Teacher of the Year for Singing River Elementary, 2010
- Alternate Path to Quality School Leadership, 2010
- National Board Certification, 2008
- Curriculum Council Representative, 2007- present
- MS Department of Education's MCT2 Data Review Team, 2007

Associations & Certifications

- National Board for Professional Teaching Standards
- Council for Exceptional Children

Karin Hilser, Ph.D., MBA

khilser@verizon.net 443-900-2557

PROFESSIONAL EXPERIENCE

The ArcNWMS, Southaven, MS

Executive Administrator

2025-present

The ArcNWMS is a small not-for-profit focused on providing advocacy and programming for individuals and their families with developmental disabilities.

- Established formal administrative systems, processes and procedures to improve operations.
- Create a formalized grant writing effort to fund The ArcNWMS programming
- Partner with The ArcNWMS program managers to develop and fund new programs.
- Identify areas of inefficiency and refocus organization on profitability and strategic planning.

Battelle, Columbus, OH

Director, Program Development, Environment and Infrastructure

2020-2024

Battelle is a large, not-for-profit research institute focused on providing science and science operations to government agencies including NASA, DOE, EPA and CDC.

- Built a \$3B pipeline of opportunities focused on enabling science.
- Developed strategic programs of internal research and development to support the opportunities in the pipeline.
- Formed strategic partnerships between universities, industries, and international collaborators to develop complex teams to tackle scientific challenges.
- Developed the HBCU consortium, a project directed at diversifying Battelle's pipeline of talent through partnerships with HBCJs.
- Established a culture of mentorship and human capital development identifying talent in the business lines and providing training and growth opportunities for a diverse set of talent.

Universities Space Research Association

2005 - 2019

Director, Program Development (2014-2019), Columbia, MD USRA is a not for profit providing high-end science and operations support to government agencies including, NASA, DOE, DOD and NSF.

- Led all aspects of large (>\$250M), complex, multi-national capture efforts including, performing due diligence, generating a win strategy, identifying teammates and key personnel and working with the corporate functional managers to ensure the delivery of a top-quality proposal.
- Supervised junior members of the BD team providing guidance and coaching on day-to-day activities necessary to successfully navigate the end-to-end BD process in a fast paced environment with multiple proposals happening concurrently ensuring team work and resource sharing for successful execution.
- Guided Business Development team to successfully booked \$290M of new business in three years. Participated as a critical member of the USRA strategic planning efforts identifying challenges.

developing multi-year solutions and executing.

Chief Financial Officer (2009-2014), Columbia, MD

• Lead the accounting, finance and contracts organization through a period of significant revenue growth from \$63M to \$128M by investing in financial systems to streamline processes, reduce manual work and eliminate rework while growing current staff through

mentoring and training and hiring new talent.

- Built the company's annual operating plan with input from the USRA Executive team including budgeting \$17M of overhead and G&A expense.
- Forecasted monthly performance and actively managed rates, to successfully deliver on performance and financial metrics while reducing the overall wrap rate by 15%.
- Supervised a team of over 30 Finance, Accounting and Contracts staff located at multiple site throughout the organization to create a working environment focused on integrity, excellence and risk reduction.
- Established a strong working relationship with the Audit and Finance Committee of the Board of Trustees. Created and delivered financial and special project reports to the Board of Trustees.

Associate Director for Operations (January 2005-April 2009), Houston, TX

- Partnered with leadership from IT, HR, education and meetings organization to manage budgets, personnel and day to day operations to optimize staff performance while minimizing costs.
- Leveraged existing contract vehicles and won new vehicles through competitive procurements to grow the revenue at the Lunar and Planetary Institute (LPI) from \$4.9M to \$11M in revenue
- Established annual operating plan for an \$11M division of USRA. Forecasted monthly spending and identified staffing needs to maximize operational efficiency in a highly dynamic budget environment.
- Streamlined and consolidated three USRA divisions into one central business center supporting three science efforts including right sizing staffing and establishing integrated project teams.

Redstorm Scientific, Houston, TX

2002-

2005 Director of Product Development

Redstorm Scientific is a biotechnology start-up company spun out of the University of Texas Medical Branch. Located in Houston, TX, the company developed computational tools for accelerating drug development.

- Leading Product Development as a member of the initial management team.
- Worked with the lead scientist to transform the foundational technology into a marketable product. Played a key role in meeting with investors and supported an initial round of financing.
- Marketed and licensed technology to large pharmaceutical and biotechnology companies.

EDUCATION

Masters in Business Administration, *Rice University*, Jesse H. Jones School of Business, Houston, TX Ph.D. Organic Chemistry, *University of Wisconsin, Madison*, Madison, WI BS Chemistry, *Russell Sage College*, Troy. NY

Mackenzie Edwards

Mackenzie.porter84@yahoo.com 901-378-3940

PROFESSIONAL EXPERIENCE

Job Readiness Program Manager

2023-present

The ArcNWMS, Southaven, MS

The ArcNWMS is a small not-for-profit focused on providing advocacy and programming for individuals and their families with developmental disabilities.

- Develop comprehensive lesson plans and resources to ensure consistent and effective job readiness instruction.
- Plan, organize and deliver six one-week summer camp experiences for 360 individuals with disabilities.
- Track students' authorizations to ensure the MDRS-required paperwork is in place.
- Develop business ideas and plans that students can work to gain work-based experience.
- Oversee and support educators in delivering job readiness skills to high school classrooms.
- Mentor/job coach students with disabilities as they search for employment.

Teaching Assistant

2021-2023

Pleasant Hill Elementary School, Olive Branch, MS

- Provide academic and behavioral support to students individually or in small groups, reinforcing lessons in reading, math, writing, and communication, including students with IEPs.
- Assist with classroom management and routines, helping maintain order, support behavior plans, and supervise students during transitions, lunch, and recess.
- Support students' personal and social development, including helping with daily living skills, modeling social behavior and fostering a positive classroom environment.
- Prepare materials and track progress, organizing lesson resources and documenting student performance and behavior to assist the lead and special education teachers.

Herbalife Distributor

2020 - 2021

Byhalia Nutrition Shack, Byhalia, MS

- Prepare and serve loaded teas, shakes, and other specialty drinks according to shop recipes and customer preferences.
- Greet and assist customers with menu choices, providing friendly and knowledgeable service to create a positive experience.
- Handle cash and digital transactions accurately while managing order flow during busy times.

EDUCATION

Bachelors in Elementary Education, University of Mississippi, Oxford, MS

- Endorsement in social studies and English,
- Endorsement in special education
- Licensed teacher for the state of Mississippi

Associates in Education, Northwest Community College, Southaven, MS

John Catafygiotu, D.P.M.

John@thearcnwms.org (662) 420-9637

Work Experience

Jobs Program Manager

2024-Present

The Arc of Northwest Mississippi, Southaven, MS 38671

- Led business development efforts, including outreach, recruitment, and onboarding of business partners program participation.
- Oversee day-to-day operations of Summer Jobs Program, ensuring effective coordination of student's involvement and program delivery.
- Manage and coordinate all aspects of the Summer Jobs Program, including business engagement, student recruitment, and worksite supervision to ensure a successful experience.
- Plan, coordinate, and management of virtual Pre-Employment Transition classes and billing.
- Tracking and managing timely invoicing and tracking reimbursements.

Health Science Instructor

2017-2020

Concorde Career College, Memphis, TN

- Presentation and teaching skills utilized in Anatomy and Physiology, Cardiopulmonary A&P, Microbiology, and Pharmacology courses.
- Strong interpersonal, verbal, and written communication skills exercised in group presentations via classroom and virtual settings.
- Multi-tasked in fast-paced environment managing multiple classes of up to 28 students per class.
- Developed educational materials and tools aiming to impact student achievement and professional development.
- Taught a diverse student population.
- Closely followed student progress catching and intervening with at risk students.

PODIATRIC Sales and Service

Quality Foot Care, LLC, Olive Branch, MS

2008 - 2017

- Provided podiatric care while partnering and networking with long-term care facilities.
- Consulted and collaborated with other medical professionals for optimal patient outcomes.
- Established high-quality customer service priorities.
- Provided educational outreach to nursing home staff.
- Optimized time and organizational skills to accomplish day-to-day managerial duties such as medical billing, scheduling, purchasing supplies, and supervision of employees.
- Utilized analytical abilities to solve patient and business problems.

Education

Doctor of Podiatric Medicine

Kent State University College of Podiatric Medicine, Independence, OH

Professional Licenses

State of Mississippi Podiatry Medical License



MISSISSIPPI STATE BOARD OF MEDICAL LICENSURE

Certificate of License Registration

Issued: 07/01/2025 Expires: 06/30/2026 License #: 80184 To Practice: Podiatry

John Stephen Catafygiotu 3750 Andreas Drive Southaven, MS 38672

the Oleant De Kenneth E. Cleveland, M.D. Executive Director

This card does not represent the status of a DPM Permanent license beyond the date on which the card was issued. Verification of current licensure status should be obtained by contacting the Board at:

Mississippi State Board of Medical Licensure 1867 Crane Ridge Drive Suite 200-B Jackson, MS 39216

Phone: (601) 987-3079
Fax: (601) 987-4159
mboard@msbml.ms.gov www.msbml.ms.gov

Taneisha Spearman

<u>Taneisha@thearcnwms.org</u> 901) 219-6521

Work Experience

Program Manager

2024-Present

The Arc of Northwest Mississippi, Southaven, MS 38671

- Lead the strategic oversight and daily management of social programs supporting individuals with intellectual and developmental disabilities
- Contribute to the creation and launch of new community-based programs that align with organizational mission and address
- Assist in managing donor relations, tracking funding sources, and supporting grant-related activities
- Collaborate with leadership on the planning and execution of fundraising events and campaigns to support program growth
- Develop and implement outreach strategies to promote programs through social media, community partnerships, and local events
- Recruit, train, and supervise volunteers to ensure effective support and consistent engagement across all initiatives

Program Assistant

2020-2024

The Arc of Northwest Mississippi, Southaven, MS 38671

- Coordinating, organizing and developing promotional material and sign-up for social programming and events.
- Facilitated parent support group breakout sessions.
- Advocating and providing support to families for educational planning meetings
- Connecting families and individuals with intellectual and developmental disabilities with resources and training

Associate Coordinator of Mass Media

2020

Mass Media for the Institute on Disability, The University of Memphis, Memphis, TN

- Developing, planning, and managing content on social media platforms such as Facebook, Twitter, Instagram, and the University website
- Using data from platforms to increase audience engagement to increase awareness on the University of Memphis Institute on Disability
- Establishing relationships with organizations, community partners and local schools that serve individuals with disabilities.
- Creating, managing, and publishing quarterly newsletter
- Forging relationships and connections with other organizations on and off campus

Transition and Inclusion Specialist

Mass Media for the Institute on Disability, The University of Memphis, Memphis, TN

2018-2020

- Monitoring and coaching students throughout on-campus internship and externship sites
- Working with adults with disabilities including Autism, Down Syndrome, Vision and Hearing impaired, Non-Verbal
- Assisting the students with travel assessments, navigating the campus and surrounding communities
- Planning on campus social activities to help prepare adults with disabilities for future career opportunities
- Educating adults with disabilities to self-advocate during on campus internships
- Tracking and organizing notes of student progress

Education

Bachelor of Professional Studies
Concentration in Disability Studies and Rehabilitation Services
University of Memphis, Memphis, TN

2017

Affiliations

- Zeta Phi Beta Sorority, INC, Psi Beta Zeta Chapter Southaven, MS
- Hope Sullivan Parent of the Year
- Desoto County Schools Parent Advisory Council

J. Stuart Columbia

(901)361-5089 stuartcolumbia@gmail.com linkedin.com/ln/stuartcolumbia

Work Experience

Program Coordinator

January 2025 to Present

The Arc Northwest Mississippi Southaven, MS

The ArcNWMS is a small not-for-profit focused on providing advocacy and programming for individuals and their families with developmental disabilities.

- Designed and implemented the program's structure, including creating materials and curriculum
- Developed the program's procedures manual to ensure consistency and compliance with best practices
- Facilitate classes to enhance vocational skills, job readiness, and workplace success for disabled clients
- Establish and maintain relationships with businesses to promote inclusive hiring

Human Resources Specialist Human Resources Coordinator

March 2024 to May 2024 October 2023 to March 2024

Sephora- Southeast Distribution Center, Olive Branch, MS

- Managed employee relations concerns and complaints, through effective communication strategies
- Designed and lead employee engagement events to increase work satisfaction and morale
- Performed full-cycle recruiting for all vacant warehouse associate and MHE operator roles
- Identified, reported, and addressed workplace safety concerns, implementing preventive measures
- Lead policy initiatives and projects across the North American distribution center network

Employment Specialist

May 2023 to December 2023

World Relief, Memphis, TN

- Assisted refugees in navigating legal documentation processes to secure work authorization
- Matched immigrants with employment opportunities tailored to skill sets and career aspirations
- Spearheaded business development initiatives to expand hiring opportunities for immigrants
- Developed and led job readiness classes, providing immigrants with essential career knowledge
- Prepared and submitted accurate data reports to state and federal governments for grant purposes

Human Resources Coordinator

2022 - 2023

Sephora- Southeast Distribution Center Olive Branch, MS

- Served as liaison for employee general questions and concerns as well as employee engagement
- Contributed to DEI efforts by supporting company's accessibility program and associates

- Recruited for vacant warehouse associate roles and performed orientation and onboarding support
- Supported payroll functions by assisting as necessary and serving as substitute

Program Supervisor

2019 - 2022

Sephora- Southeast Distribution Center Olive Branch, MS

- Managed on-the-job training groups consisting of individuals with physical and mental disabilities
- Oversaw training staff and assisted trainees in meeting business employment standards
- Maintained a program retention rate of 70%, resulting in 74 successful hires during tenure
- Routinely counseled clients, offering tailored strategies to drive performance improvement
- Advocated for clients in relation to ceveloping reasonable work accommodations on-site

Evaluator 2017 - 2019

Mississippi Department of Rehabilitation Services, Olive Branch, MS

- Effectively served clients with disabilities in finding suitable employment opportunities
- Managed client cases, monitored progress, and provided guidance counseling
- Assessed clients' aptitudes, limitations, and goals and developed individualized service plans
- Conducted educational workshops emphasizing vocational skills and financial literacy
- Routinely educated businesses, emphasizing inclusive practices and highlighting diverse skills

Education

University of Alabama at Birmingham, Birmingham, AL Master's degree (M.A.), Sociology

University of Mississippi, Oxford, MS Bachelor's degree (B.S.W), Social Work

Certifications

University of Memphis, TEFL Certificate Human Resource Certification Institute, PHR Society for Human Resource Management, SHRM-CP December 2024 March 2024 May 2022

Amiversity of Aemphis

Office of Professional & Continuing Education

certifies that

James Stuart Columbia

has successfully completed the requirements to be awarded this Continuing Education Certificate of Completion for

120-Hour TEFL Certification

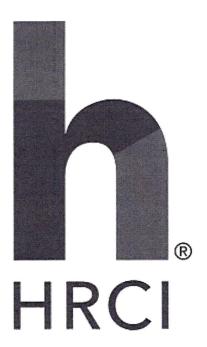
December 18, 2024

Date

James Rollings

Jason Holloway
Assistant Director, Continuing

Education



Exam Name: Professional in Human Resources® (PHR®)

Exam Date: 28 Mar 2024

Candidate Name: James Columbia

Exam Result: Pass

Congratulations! We are very pleased to report that you have passed the HRCI™ **Professional in Human Resources®** (**PHR®**) exam! Because HR professionals and those new to HR are always interested in improving their knowledge, skills and abilities, we have provided you with additional information below on your exam performance by functional area.

The chart below compares your exam results to th∋ highest possible result for each functional area. You may wish to review the Exam Content Outline at www.hrci.org/eco to identify areas for future development.

Functional Area	Lowest Score	Highest Score
Business Management	- (14%)	
Workforce Planning an	d Talent Acquisition - (14%)	
Learning and Developn	nent - (10%)	
Total Rewards - (15%)		
Employee Engagement	- (17%)	
Employee and Labor R	elations - (20%)	



Note to candidate: Functional area scores are provided as a guideline to assist in your studies. Please use caution when interpreting this information. Functional area score reliability may vary due to the number of items offered per functional area. It is intended as a guideline only. Your overall score remains the best indicator of your performance abilities. Review of all functional areas is always highly suggested.

Confidentiality Reminder

As a reminder, when applying and testing for an HRCI exam, you agreed to the Confidentiality Statement which requires you to abide by all rules and regulations provided by HRCI in connection with the exam. Part of the Confidentiality Statement includes your agreement not to share exam content with anyone, by any means, for any reason. Violating exam confidentiality is a serious ethical breach that may result in disciplinary and legal action by HRCI.

We truly commend you for your commitment to the human resource profession and want to congratulate you again for earning the Professional in Human Resources® (PHR®) certification. We hope you will proudly use your new credential after your name in your email signature, on business cards and on social media.

Congratulations again! To learn about recertifying your credential visit www.hrci.org.



SHRM-CP® Feedback Report

Eligibility ID: SHRMAPP201873

Date: 14 May 2022

Dear James Stuart Columbia,

Congratulations on passing the SHRM Certified Professional (SHRM-CP) exam! Your results have been officially confirmed, and you are certified as a SHRM-CP.

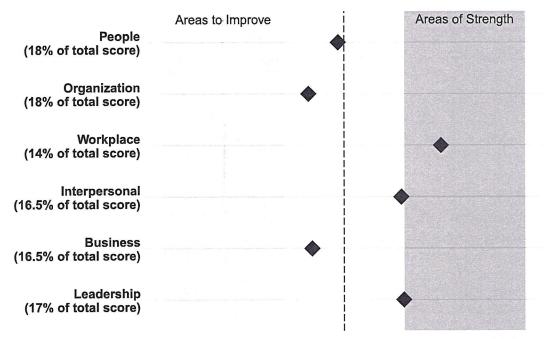
Your official score on the exam was 200 and is shown in yellow on the chart below.

Final status (pass / not pass) for the SHRM-CP exam is based on overall exam performance and is reported as a standardized scaled sccre. The range of these scaled scores is 120 to 200. All candidates who pass the exam receive the maximum score (200).

Your Status	Your Scaled Score
Certified	200 ← needed to pass
	190
	180
	170
	160
	150
	140
	130
	120

The next chart provides additional feedback on your SHRM-CP exam performance. You can use this information to plan your future professional activities, particularly as you acquire professional development credits to recertify your SHRM-CF. The dashed line represents the level of performance that is expected for a SHRM-CP in each of the three knowledge domains (People, Organization, Workplace) and the three behavioral competency clusters (Interpersonal, Business, Leadership).

A result in the gray zone represents exam performance at a level consistent with standard proficiency expected of a SHRM-CP certified professional. Scores in the blue zone represent areas of strength. Scores in the yellow zone represent areas with the greatest potential for improvement. Note that the distance from the dashed line provides an approximate measure of how far above or below your exam performance was when compared to the standard for that area. Percentages in parentheses represent the score weighting for each subject area (i.e., how much of the exam is based on each domain or cluster).



Your SHRM-CP score and feedback on the different areas of the exam are confidential. We provide these to you for developmental purposes only. Exam score and feedback will not be disclosed by SHRM to anyone without candidate consent, unless required by law enforcement or judicial authorities. If you would like your exam results to be released to a third-party person or organization, you must provide SHRM with a written request that specifically identifies the type of information (exam date, score, pass/fail status, etc.) about the exam results that the third party should receive.

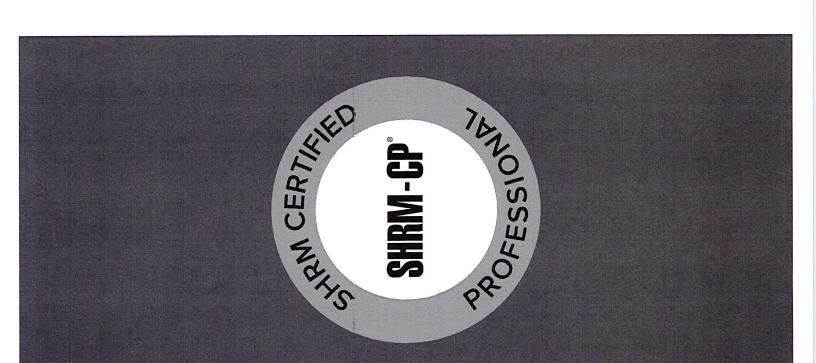
Thank you for taking the SHRM-CP exam and demonstrating your commitment to the HR profession by becoming one of more than 110,000 professionals who currently hold either the SHRM-CP or SHRM-SCP. In addition to recertifying your SHRM-CP, we hope that you will continue to pursue your career goals and pursue the SHRM-SCP in the future. If you have questions, please contact the SHRM Certification team at certification@shrm.org or via telephone at 800.283.SHRM (7476), option 3 or +1.703.548.3440, option 3 (outside the U.S.).

Sincerely,

Alexander Alonso, Ph.D., SHRM-8CP

Chief Knowledge Officer

Society for Human Resource Management



SHRM CERTIFIED PROFESSIONAL

The Society for Human Resource Management (SHRM) Hereby Certifies That

James Stuart Columbia

ACHIEVED THE SHRM CERTIFIED PROFESSIONAL

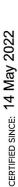
SHRM-CP[®]

By meeting the experience, education, and demonstrated HR Competency and Knowledge requirements as established by SHRM.

Witness the signature of the duly authorized officer of SHRM:



Johnny C. Taylor, Jr. President and Chief Executive Officer



This certificate alone does not guarantee current certification status. Visit the SHRM Certified Directory at http://bit.ly/2HPCgev to verify certification status.



ATTACHMENT D

Company Questionnaire (Page 3 of 3)

If additional space is needed, please attach supplemental pages as necessary to completely answer

4. References

Give at least three (3) references for contracts of similar size and scope, including at least two (2) references for current contracts or those awarded during the past three (3) years. Include the name of the organization, the length of the contract, a brief summary of the work, and the name and telephone number of a responsible contact person.

Title: Pre-Employment Transition Services

Contracting Organization: Mississippi Department of Rehabilitation Services, Offices of Vocational Rehabilitation and Vocational Rehabilitation for the Blind

Period of Performance: August 4, 2023 – August 3, 2028 (if all options exercised)

Summary of work: The Arc Northwest Mississippi Pre-Employment Transition Services (Pre-ETS) program prepares young adults with intellectual and developmental disabilities for success in the workplace. Our program emphasizes the development of soft skills such as communication, punctuality, teamwork, and professionalism. Participants learn practical skills like following a schedule, handling workplace responsibilities, prioritizing work tasks, and asking for help. Gaining hands-on experience working in over 25 local businesses in a variety of industries is another aspect of our program. We strive to help our students find work that will give them a sense of accomplishment and belonging in our community.

POC: Billy Taylor, Executive Director

Mississippi Department of Rehabilitation Services

PO Box 1698

Jackson, Mississippi 39215-1698

Title: Pre-Employment Transition Services - Job Extravaganza

Contracting Organization: Mississippi Department of Rehabilitation Services, Offices of Vocational Rehabilitation and Vocational Rehabilitation for the Blind

Period of Performance: January 20, 2023 – June 30, 2027 (if all options exercised)

Summary of work: The Job Extravaganza is a one-day, hands-on employment event designed to give participants real-world job experience in a supportive setting. Individuals rotate through multiple workstations that simulate tasks from different industries, such as retail, food service, warehouse, clerical work, and cleaning. Participants practice following instructions, completing tasks, and working as a team. The event helps build confidence, explore interests, and identify strengths. It also allows our staff, MDRS staff, and the featured businesses to observe work readiness skills in action and provide immediate feedback and encouragement.

POC: Billy Taylor, Executive Director

Mississippi Department of Rehabilitation Services

PO Box 1698

Jackson, Mississippi 39215-1 ϵ 98

Company Name:	Tae Arc of Northwes	t Mississippi	
---------------	---------------------	---------------	--

Title: Arcworks - Providing Job exploration counseling, job development counseling and job skills training.

Contracting Organization: Mississippi Department of Rehabilitation Services

Period of Performance: January 1, 2025 – January 31, 2025

Summary of work: ArcWorks is a job placement program for adults who need more support to succeed in the workplace. In addition to classroom-based instruction and real-world work experience, ArcWorks focuses on connecting individuals directly with paid employment opportunities. We partner closely with local businesses to find the right job matches and provide ongoing support to both the employee and employer. Since launching in February 2025, we have begun working with a small group of participants, and two have already been successfully placed in jobs. This program represents a meaningful step toward long-term employment and independence for adults with higher support needs.

POC: Billy Taylor, Executive Director

Mississippi Department of Rehabilitation Services

PO Box 1698

Jackson, Mississippi 39215-1698

_	i i	C	α
1	Areas	α t	Coverage
0.	1 H Cas	OI	Coverage

ATTACHMENT F

Areas of Coverage

List of Counties where training events can	be performed:	DeSoto,	Lee,	Tate,	Tunica,	Marshall,	and
Jackson							_

Estimate the number of students that can be served per event:

The number of students served at each event is dependent upon the number of authorized students in each county. The numbers shown in the table are based on last year's attendance and represent our best estimate.

County(s) Participating	Event Month	Estimated Students Served
Jackson	September	75
DeSoto	October	100
Lee	October	80
Jackson	October	75
Tate, Tunica, Marshall	November	70
DeSoto	January	100
Tate	February-April	50
Tunica	February-April	30
Marshall	February-April	30

Company Name:	The Arc of Northwest Messissippi			
Signature and Date:	Debeua	Chadway	7/7/25	
Name and Title: Rebecca Treadway, Executive Director				

6. Management Summary (UNMARKED)

(Provide a cover letter indicating the underlying philosophy of the firm in providing the service.)

Mission Statement: One Dream. One Mission. One Community.

We serve the disability communities by offering programs, education, and connection to achieve the best life possible.

We Exist To...

- Advance training, education, and recruitment of personnel in the field of intellectual and developmental disabilities.
- Serve as a parent support and advocacy organization.
- Promote the general welfare of individuals with intellectual and developmental disabilities in our community.
- Further research on all aspects of intellectual and developmental disabilities, including causes, prevention, medical and social treatment, and methods of special education and training.
- Enhance public understanding of intellectual and developmental disabilities and to collaborate with all public, private, and religious agencies, including international, federal, state, and local departments of mental health, rehabilitation, as well as educational and health institutions.
- Encourage the formation of local units, advise and assist them in solving their problems, and coordinate their efforts and activities.
- Serve as a clearinghouse for gathering and disseminating information about individuals with intellectual and developmental disabilities and to promote the development of integrated programs on their behalf.

Management Philosophy

Our organization is committed to deliver ng exceptional customer service with the highest level of operational efficiency. Our organization has a flat structure with minimal layers and clear lines of authority. Our goal is to promote employee autonomy and operational flexibility to deliver virtually anything required by the authorized students and MDRS customer.

The Job Extravaganza events are led by a Program Manager who is responsible for the successful delivery of each event. The leader of our organization meets with the program manager weekly to monitor progress and serve as a resource removing roadblocks and identifying solutions. All members of the organization are available to support the needs of the Program Manager especially during the week of the event with 3-5 staff participeting on the day of the event.

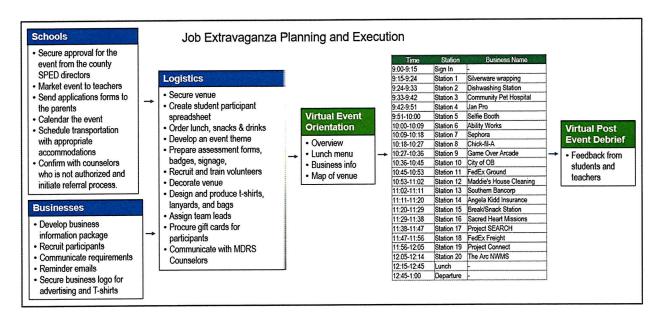
Communication with the authorized students and their families is critical to the success of this program. We communicate with authorized students and their families through multiple different media including email, text, social media posts and direct phone call to ensure that the authorized students are getting the most value out of the MDRS funded services.

7. Proposal (UNMARKED)

This agency is excited to continue our success in collaborating with MDRS to organize and implement Job Extravaganzas for individuals with intellectual and developmental disabilities. The intention of the

event is to build necessary work skills for MDRS clients and connections with local businesses to encourage employment.

The event requires coordinating with the schools and the businesses and managing the logistics required to bring both pieces of this complex puzzle together. The figure below outlines the key steps required to successfully deliver a comprenensive job training event.



Schools - Event Preparation and Student Registration

Preparation for the event begins 60 to 90 days in advance, starting with communication and approval from the Special Education Director in the targeted county. Once approval is secured, the agency partners with teachers and parents to register between 50 and 120 students, depending on the county's size and level of interest.

To participate, all students must receive prior authorization for MDRS services. The agency works closely with parents and school counselors to ensure these authorizations are completed in time.

Transportation to the five-hour training sate is coordinated in collaboration with local school districts, including any necessary accommodations to support student needs.

Businesses – Recruitment and Community Engagement

Business recruitment begins 60 days prior to the event, leveraging long-standing relationships that the agency has built through years of successfully placing summer interns within the community. The agency invites a diverse range of businesses to participate by setting up mock workstations that simulate real-world work environments.

Participating businesses represent a wide variety of industries and are offered public recognition for their involvement. They may also receive a stipend and reimbursement for travel expenses, when applicable. The number of businesses recruited is determined by the number of students recruited for the event.

In our experience, businesses are eager to engage with MDRS clients but often lack the knowledge or experience to interact effectively. To address this, we provide additional guidance and support, with the goal of fostering productive and positive interactions during the event.

Event Logistics and Media Coordination

A successful event hinges on strong organization and careful attention to detail. Each participant may have unique needs—such as medical conditions, required medications, allergies, or behavioral considerations—that must be thoroughly documented and shared with the supporting teachers in advance.

To ensure a safe and supportive environment, the agency recruits qualified teachers and experienced volunteers to assist during the event. All individuals working with students are required to undergo fingerprinting and national criminal background checks. These records are securely maintained and made available to school districts upon request.

The agency also partners with the Mississippi Department of Rehabilitation Services to coordinate promotional efforts across various platforms, including social media, newspapers, and television. Event highlights are captured and used to create engaging media content that features participating businesses and clients. All promotional materials are co-branded and must be approved by the Director of the Office of Communications and the Director of the Office of Vocational Rehabilitation.

Event Description

Approximately one week before the event, the agency conducts a virtual pre-event orientation. This session has proven to significantly improve the flow of the main event. During the orientation, participants receive an overview of the agenda and are shown a video walkthrough of the venue, including how to enter the building and locate key areas such as restrooms. Students are also asked to complete a self-assessment and interest inventory, which helps the agency align them with businesses that match their individual strengths and preferences. Participants are introduced to the businesses attending and given a preview of the lunch menu.

The event itself runs from 9:00 a.m. to 1:00 p.m. Students are grouped into small teams of 5 to 7 participants based on their school and ability level. Each team is supervised by at least one teacher or volunteer and follows a customized schedule to visit all workstations. At each station, participants engage in hands-on activities simulating real job tasks presented by the businesses. Groups spend approximately 10 minutes at each station, ensuring all businesses are visited and participants remain focused and energized throughout the experience. This year students will also participate in a Pre-ETS breakout session.

Even during breaks, staff continue to engage students through guided questions and self-reflection activities, reinforcing the day's learning objectives.

After the event, the agency hosts virtual debriefing sessions with students, school staff, and participating businesses. These sessions gather feedback on highlights of the event and suggestions for improvement. Assessment data, comments other report requirements are compiled into summary reports, which are then shared with MDRS counselors to inform future planning. Agency also does follow-up interviews with businesses to gather feedback.

62		~ 11.1
Q	Acceptance of	Conditions
ο.	Acceptance of	Contantons

The Arc of Northwest Mississippi takes no exceptions.

9. Additional Data (MARKED)

ATTACHMENT G

The Arc of Northwest Mississippi has put on eight (8) Job Extravaganza events to date. We were the first organization in the state to successfully execute this type of job resource. Next year we are excited to be able to continue delivering these fun and informative events planning on reaching over 560 students in the state. The events are designed to:

- Look professional, positive and fun
- Delivered with a schedule that keeps the kids busy, holds their focus and provides as much content as possible in 5 hours

Each participant receives a package that includes a T-shirt, lanyard, string bag, pen and notebook for the day of the event. This early delivery allows our event staff to ensure that all



questions have been answered, and that students have their shirts before the event starts. This care package is a motivator for the students. It is a special delivery that builds excitement and motivates them to be on time for school and the event. A unique logo and catch phrase are created for the event. Students receive a shirt in their school color. This is done for the safety of the students. Teachers are able to quickly recognize their students in the mass of the huge event by their shirt color. One of our workstations allows participants to sign their MDRS Provision Form, meet with their counselor, and we workstations and meet the clients together with them. This gives us an opportunity to "get on the same page" and plan for future service.

The Arc of Northwest Mississippi is uniquely qualified to deliver these services in the designated counties because of our long-standing relationship with the schools and businesses in the area.

County(s) Participating	Event Month	Estimated
		Students Served
Jackson	September	75
DeSoto	October	100
Lee	October	80
Jackson	October	75
Tate, Tunica, Marshall	November	70
DeSoto	January	100
Tate	February-April	50
Tunica	February-April	30
Marshall	February-April	30

Aliyah Shavers has successfully planned and executed multiple job training events for The ArcNWMS. Leveraging her extensive experience and strong relationships with schools and businesses, she ensures each event is well-coordinated and impactful. She is supported by a dedicated team of six employees Document contains proprietary & confidential information belonging to proposing organization, please do not reproduce or transmit without consent.

who assist with preparation and logistics both before and during the event, ensuring valuable experience for all participants.

All personnel, equipment and facilities to perform the services are available or will be available at the time of contracting.

The Arc of Northwest Mississippi is currently funded by the state to develop and present the services described in this proposal. (See citation 2 in ATTACHMENT D). We currently receive no other funding to support this effort.

ATTACHMENT H

Redaction Notice

Offerors shall acknowledge which of the following statements is applicable regarding release of its qualification as a public record. An offeror may be deemed non-responsive if the offeror does not acknowledge either statement, acknowledges both statements, or fails to comply with the requirements of the statement acknowledged. Choose cne: Along with a complete copy of its qualification, offeror has submitted a second copy of the qualification in which all information offeror deems to be confidential commercial and financial information and/or trade secrets is redacted in black. Offeror acknowledges that it may be subject to exclusion pursuant to Chapter 15 of the FPRB OPSCR Rules and Regulations if the MDRS or the Public Procurement Review Board determine redactions were made in bad faith in order to prohibit public access to portions of the qualification which are not subject to Mississippi Code Annotated §§ 25-61-9, 75-26-1 through 75-26-19, and/or 79-23-1. Offeror acknowledges and agrees that MDRS may release the redacted copy of the qualification at any time as a public record without further notice to offeror. An offeror who selects this option but fails to submit a redacted copy of its qualification may be deemed non-responsive. Offeror hereby certifies that the complete unredacted copy of its qualification may be released as a public record by MDRS at any time without notice to offeror. The qualification contains no information offeror 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. 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). An offeror who selects this option but submits a redacted copy of its qualification may be deemed non-responsive. The Arc of Northwest Mississippi Company Name: Signature and Date: Rebecca Cheadway 7/7/25

Name and Title: Rebecca Treadway, Executive Director

11. Insurance

-				CATE OF LIABI				0	6/17/2025
BE	IIS CERTIFICATE IS ISSUED AS A MERTIFICATE DOES NOT AFFIRMATIVELOW. THIS CERTIFICATE OF INSUEPRESENTATIVE OR PRODUCER, AN	ELY (OR I	NEGATIVELY AMEND, EXT IOES NOT CONSTITUTE A RTIFICATE HOLDER.	CONTRACT BI	R THE COVE	ERAGE AFFORDED BY E ISSUING INSURER(S)	, AUT	POLICIES
M :	PORTANT: If the certificate holder is SUBROGATION IS WAIVED, subject t is certificate does not confer rights to	o the	term	is and conditions of the po cate holder in lieu of such e	licy, certain poli indorsement(s).	cies may req	L INSURED provisions of juire an endorsement.	or be	endorsed. ement on
ROC	Horizon Insurance Group LLC 517 Halle Park Dr #102			[22		4-9299	(AČ, No):	901-8	353-5352
	Collierville, TN 38017				MAIL KEVINHE DORESS: KEVINHE IN: SURER A: HARTF	SURER/SI AFFOR	DING COVERAGE		NAIC #
sui	RED The Arc Of Northwest Mississipp 6564 Elmore Road	òi		IN	SURER 8: SURER C:				
	Southaven, MS 38671			IN	SURER D :				
				IN	SURER F:				
01				NUMBER:			REVISION NUMBER:		
INI	IIS IS TO CERTIFY THAT THE POLICIES OF DICATED. NOTWITHSTANDING ANY RECERTIFICATE MAY BE ISSUED OR MAY PROCLUSIONS AND CONDITIONS OF SUCH PROCLEMENTS.	CLICIE	MENT N, TH	, TERM OIL CONDITION OF A IE INSURANCE AFFORDED B	NY CONTRACT O Y THE POLICIES N REDUCED BY PA	R OTHER DOX DESCRIBED H ND CLAIMS.	CUMENT WITH RESPECT	TO W	HICH THIS
*	TYPE OF INSURANCE	ADDL S	NYD	ROLICY NUMBER	POLICY EFF	POLICY EXP	LIMI	TS	
٦	COMMERCIAL GENERAL LIABILITY	T					EACH OCCURRENCE DAMAGE TO RENTED	\$	1,000,000
	CLAIMS-MADE V OCCUR				l		PREMISES (Ea ecourance)	8	1,000,000
1			- 1	20SBABC4YL2	01/01/2025	01/01/2026	MED EXP (Any one person) PERSONAL & ADV INJURY	1:	1,000,00
ı			- 1					3	2,000,000
-	GENT AGGREGATE LIMIT APPLES PER:		1				PRODUCTS - COMPIOP AGG	1	2,000,000
1	Y POLICY LIECT LICE						PRODUCTS - COMPUT AGG	3	_,,
-	OTHER: AUTOMOBILE LIABILITY	\vdash	\dashv				COMBINED SINGLE LIMIT	8	1,000,000
-	ANY AUTO						(Ea scotterf) BOOLY INJURY (Per person)	5	
1	OWNED SCHEDULED		1	20SBABC4YL2	01/01/2025	01/01/2026	SOOELY INJURY (Per accident)	5	
	AUTOS ONLY HIRED AUTOS ONLY AUTOS ONLY AUTOS ONLY						PROPERTY DAMAGE (Per accident)	\$	
	AUTOS CHET							8	
	UMBRELLA LIAB OCCUR			MCD ADOLVI A		041041000	EACH OCCURRENCE	3	1,000,000
1	EXCESS LIAB CLARKS-MADE		ŀ	20SBABCIYL2	01/01/2025	01/01/2026	AGGREGATE	3	1,000,000
	DED RETENTION \$	\sqcup				ļ	1000	5	
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY YAN		- 1				STATUTE ER	-	
	ANY PROPRIETORPARTNEREXECUTIVE	NIA	1	20WECBC9C33	02/01/2025	02/01/2026	EL. EACH ACCIDENT	3	500,00
	(Mandatory in NH)						EL. DISEASE - EA EMPLOYEE	-	500,00
-	If yes, describe under DESCRIPTION OF OPERATIONS below	\vdash	ᅦ				E.L. DISEASE - POLICY LIMIT	1	500,00
						<u> </u>			
90	CRIPTION OF OPERATIONS / LOCATIONS / VEHICLE	S (ACO	PD 10	1, AdditionalPtemarks Schedule, may	te attached if more s	pace is required)			
EF	RTIFICATE HOLDER			, c	ANCELLATION				
						N DATE THE	ESCRIBED POLICIES BE CA FREOF, NOTICE WILL E Y PROVISIONS.		
				-	UTHORIZED REPRESE	NTATIVE			
							Kind	-/	·

Document contains proprietary & confidential information belonging to proposing organization, please do not reproduce or transmit without consent.



CRC - Ridgeland, MS (601) 326-3826 COMMERCIAL BINDER

Policy Number:

VBB177253

From:

Dianne McWilliams

Date of Binder:

6/26/2025

Underwriter Email:

thawkins@crcgroup.com

Insured Name:

Arc of Singing River

To:

Hardy & Jacobson Inc

Policy Term:

6/25/2025 to 6/25/2023

Attn:

.....

Policy Terri.

.___

_ .

Lin Jacobson

♦ Home State:

MS

Reference No.:

14064590

Binder is valid through 6/25/2026.

Carrier: Covington Specialty Insurance Company A.M. Best Rated: A++ XV and S&P Rated: AA+

Please read all terms and conditions shown above carefully as they may not conform to specifications shown on your submission. Coverage bound herewith shall be subject to all terms and conditions of the policy to be issued which, when delivered, replaces this binder.

Commercial Binder				
Coverage	Premium			
Commercial General Liability	\$750.00 (MP)			
Terrorism Premium	Excluded			
Annual Minimum and Deposit	\$750.00			
Other Charges (SL Taxes and Fees)	\$242.06			
Total Estimated Policy Premium	\$992.06			

SL Taxes and Fees Description

Policy Fee\$175.00 Surplus Lines Tax\$37.00 Stamping Fee\$2.31 Non-Admitted Policy Fee\$27.75

Minimum Earned Premium

A minimum earned premium of 25% of the premium, will be retained if the policy is canceled at the insured's request. All fees are fully earned and non-refundable. Flat cancellations will not be honored.

Underwriting Requirements

100% Annual Minimum & Deposit

Subject to Audit

Subject to Acceptable Physical Inspection
Limits are "Per Schedule" - Specific NOT Blanket
Subject to all mandatory company forms and endorsements

No flat cancellations.

We do not assume any responsibility in maintaining or controlling expirations. This is an agent's responsibility. Policies are renewed only at the written request of the producing agent.

[x] Signed and Completed Acord Application

IF COVERAGE IS ELECTED, PLEASE NOTE:

This insurance policy is issued pursuant to Mississippi law covering surplus lines insurance. The company issuing the policy is not licensed by the State of Mississippi, but is authorized to do business in Mississippi as a nonadmitted company. The policy is not protected by the Mississippi Insurance Guaranty Association in the event of the insurer's insolvency.

		Com	nercial Ger	ieral Liabilit	y		
Limits of Insura	nce						
General Aggrega	te Limit (other	than Product	s Comp/Ops)			\$1,000,000
Products/Comple							\$1,000,000
Personal and Ad	vertising Injury	Limit					\$1,000,000
Each Occurrence	e Limit						\$1,000,000
Damage to Prem	ises Rented to	You Limit					\$100,000
Medical Expense	Limit					- NOT (COVERED
Assault and Batte	ery Occurrence	Sublimit				NOT	COVERED
Assault and Batte	ery Aggregate	Sublimit				NOT	COVERED
Deductible						NO DED	OUCTIBLE
Location Sched	lule						
Premises No.	Address						
#1	4311 Hospital Ro	ad, Pascagoula, M	IS, 39581				
Class Prm. Code	Description	Basis	Amount	Rate Products	Rate All Other	Premium Products	Premium All Other
	ools - trade or tional	Other		5 Included	\$16.453	Included	\$82

		Applicable Policy Forms Schedule	
Form Number	Title		

Applicable Policy Forms Schedule						
Form Number	Title					
Interline						
• GBA 901001	Insurance Policy Jacket					
• GBA 900001	Common Policy Declarations					
• GBA 900002	Schedule of Endorsements					
• RSG 99018	Notice - Rejection of Terrorism Coverage					
• GBA 904010	Minimum Earned Fremium Retained					
• GBA 904023	Amendment - Common Policy Conditions (Return Premium)					
• GBA 904025	Amendment - Nonpayment Cancellation Condition					
• GBA 906005	Exclusion Of Terrorism					
• GBA 906011	Exclusion of Other Nuclear, Biological, Chemical or Radiological Acts of					
35 /100011	Terrorism					
• GBA 909001	Service of Suit					
• IL 0017	Common Policy Conditions					
• IL 0021	Nuclear Exclusion					
• IL 0282	Mississippi Changes - Cancellation and Nonrenewal					
General Liability						
• GBA 100001	Commercial General Liability Coverage Part Declarations					
• CG 0001	Commercial General Liability Coverage Form					
• CG 2135	Exclusion - Coverage C - Medical Payments					
• CG 2271	Colleges or Schools - Limited Form					
• GBA 104014	Basis of Premium					
• GBA 104044	Who Is An Insured					
• GBA 106010	Exclusion - Assau t and Battery					
• GBA 106059	Exclusions and Limitations Amendatory					
• GBA 106068	Absolute Aircraft Auto and Watercraft Exclusion					
• GBA 106073	Limitation of Coverage to Designated Premises Only					
• GBA 106088	Exclusion - Trampoline or Jumping Devices					
• GBA 106092	Products - Completed Operations Included in General Aggregate					
• GBA 106124	Exclusion - Injury to Contracted Persons and Other Workers					
• GBA 106136	Exclusion - Marijuana and Cannabis					
• GBA 106151	Absolute Opioid and Controlled Substance Exclusion					
• GBA 106162	Exclusion - Unmanned Aircraft					

Applicable Policy Forms Schedule					
Form Number	Title				
• GBA 106164	Absolute Exclusion - Communicable Disease				
• GBA 106167	Exclusion - Cyber Liability, Data Compromise or Breach, and Statutes Related to Data Security				
• GBA 106178	Absolute Exclusion - Fluorinated Compounds				

[❖] The term "Home State" means, with respect to an ins∟red –

⁽i) The state in which an insured maintains its principal place of business or, in the case of an individual, the individual's principal residence; or

⁽ii) If 100 percent of the insured risk is located out of the State referred to in subparagraph (A), the state to which the greatest percentage of the insured's taxable premium for that insurance contract is allocated.



CRC - Ridgeland

Pay Online: https://apps.crcgroup.com/pay P.O. Box 664062 Dallas, TX 75266-4062

Accounting Custcmer Service Number | 844-530-0089
Accounting Site: https://www.crcgroup.com/More/Accounting

Bill To: 10134

Hardy & Jacobson, Inc.

P. O. Box 1667

Pascagoula, MS 39568-1667

Attn: Lin Jacobson

Submission No: 14064590

7062801

1

Agent:	CSR: Christina Go	CSR: Christina Gonzales		illiams	
10134	CGonzales@	ercgroup.com	dmcwilliams@crcgroup.com		
INVOIC	CE	Invoice Date:	Invoice Number:	Page:	

06/26/2025

Insured: Arc of Singing River

DBA:

INVOICE PAYMENT

Payment Due On: 07/30/2025

Insurance Company:	Folicy Number:	Effective:	Expires:
Covington Specialty Insurance Company	VBB177253	06/25/2025	06/25/2026

Type of Transaction	Line of Business	Comp ID	Amount	Comm(\$)	Net Due
Premium - New Business	GENERAL LIABILITY - COMMERCIAL	P0168	\$750.00	\$75.00	\$675.00
Policy Fee	GENERAL LIABILITY - COMMERCIAL	SCMS	\$175.00	\$0.00	\$175.00
Surplus Lines Tax	GENERAL LIABILITY - COMMERCIAL	MSSLT	\$37.00	\$0.00	\$37.00
Stamping Office Fee	GENERAL LIABILITY - COMMERCIAL	MSSOF	\$2.31	\$0.00	\$2.31
MWUA Hurricane Tax	GENERAL LIABILITY - COMMERCIAL	MSWUA	\$27.75	\$0.00	\$27.75

Amount Invoiced:	Comm % Commission		Total Net Due
\$ 992.06	10.00	\$ 75.00	\$ 917.06

Note:

	INERAL INFORMATION		
	PLAIN ALL "YES" RESPONSES		Y
1 ta	IS THE APPLICANT A SUBSIDIARY OF ANOTHER ENTITY ?	And have been a second as	The state of the s
		•	
16	DOES THE APPLICANT HAVE ANY SUBSIDIARIES?	and the same and the same and the same same and the same same same same same and the same same same same same same same sam	
	TO STATE OF THE ST		
,,,,	IS A FORMAL SAFETY PROGRAM IN OPERATION?		Ţ
	Note that the second se		<u> L-</u>
3	ANY EXPOSURE TO FLAMMABLES, EXPLOSIVES, CHEMICALS?	Confidence and complete of favorable of the resource of \$1,000 to describe \$1.000 to desc	In
	A A A A A A A A A A A A A A A A A A A		
i.	ANY CATASTROPHE EXPOSURE?		N
	ANY OTHER MENTANDAL MARKET		Se in the second se
•	ANY OTHER INSURANCE WITH THIS COMPANY OR BEING SUBMITTED?	And and simple complete or the state of the control	
			· N
	ANY POLICY OR COVERAGE DECLINED. CANCELLED OR NON DISCUSSION		i
	ANY POLICY OR COVERAGE DECLINED, CANCELLED OR NON-RENEWE	DIDDIANG THE PRIOR THREE (3) YEARS? (Not applicable in MO)	N
			[17
	ANY PAST LOSSES OR CLAIMS RELATING TO SEXUAL ABUSE OR MOLE:	STATION ALL POATROLL	
	The state of the s	STATION MELECATIONS: DISCRIMINATION OR NEGLIGENT HIRING?	N
	DURING THE LAST FIVE YEARS (TEN IN RI), HAS ANY APPLICANT BEEN	INDICTED FOR OR CONVICTED OF ANY DEGREE OF THE CRIME OF FRAUD.	
	OTHER ARSON-RELATED CRIME IN CONNECTION WITH THIS OR ANY OF INCLUDING THE ARSON-RELATED CRIME IN CONNECTION WITH THIS OR ANY OTHER ARSON-RELATED CRIME IN CONNECTION WITH THIS OR ANY OWNER OF INTERPRETATION OF THE ARSON OF THE	THER PROPERTY? Failure to disclose the existence of an argon conviction is a misdameanor punisha	BRIBERY, ARSON OR ANY
	vali di imprisonment).	to associate existence of all algoriconviction is a misdemeanor punisha	ble by a sentence of up to one
	ANY UNCORRECTED FIRE CODE VIOLATIONS?	to the state and the second control of the s	
	•		N
	,		114
)	ANY BANKRUPTCIES, TAX'OR CREDIT LIENS AGAINST THE APPLICANT II	N HIE PAST FIVE (5) YEARS?	
		the following the state of the	N
	and a children in contract the contract three children is the children is the contract three children is the		1
1	IAS BUSINESS BEEN PLACED IN A TRUST? F "YES", NAME OF TRUST	Security of the security of th	
		The state of the s	N
	NY, FOREIGN OPERATIONS, FOREIGN PRODUCTS DISTRIBUTED IN USA IF "YES", attach ACORD 815 for Liability Exposure and/or ACORD 816 for Prop	A, OR LIS PRODUCTS SOLD/DISTRIBUTED IN FOREIGN COUNTRIES?	
EM/	RKS/PROCESSING INSTRUCTIONS (Attach additional shoets if more space	e is required)	[N
			-
	•		
1	OPY OF THE NOTICE OF INFORMATION PRACTICES (PRIVACY) HAS F	BEEN GIVEN TO THE APPLICANT. (Not applicable in all states, consult your ago	
TO	CE OF INSURANCE INFORMATION PRACTICES - PERSONAL'IN	FORMATION ABOUT YOU, INCLUDING INFORMATION FROM A CREATED TO INSURANCE AND SUBSECUENT POLICY BEA	ant or broker for your state's requirements.)
EL.	AS OTHER PERSONAL AND PRIVILEGED INFORMATION OF	FORMATION ABOUT YOU, INCLUDING INFORMATION FROM A CRE APPLICATION FOR INSURANCE AND SUBSEQUENT POLICY REM ILLECTED BY US OR OUR AGENTS MAY IN CERTAIN CIRCUMSE	DIT REPORT, MAY BE COLLECTED
AR	IES WITHOUT YOUR AUTHORIZATION. YOU HAVE THE RIGHT	APPLICATION FOR INSURANCE AND SUBSEQUENT POLICY REN PLECTED BY US OR OUR AGENTS MAY IN CERTAIN CIRCUMST TTO REVIEW YOUR PERSONAL INFORMATION IN OUR FILES AND RIGHTS AND OUR PRACTICES REGARDING SUCH INFORMATION	FANCES BE DISCLOSED TO THIRD
NC	INACCURACIES. A MORE DETAILED DESCRIPTION OF YOUR ACT YOUR AGENT OR BROKER FOR INSTRUCTIONS ON HOW	TTO REVIEW YOUR PERSONAL INFORMATION IN OUR FILES AND RIGHTS AND OUR PRACTICES REGARDING SUCH INFORMATION TO SUBMIT A REQUEST TO US	D'CAN REQUEST CORRECTION OF
VY	PERSON MINO KNOWNED V AND MARKET	The Same Same Same Same Same Same Same Sam	
AT	EMENT OF CLAIM CONTAINING ANY MATERIALLY FALSE INF	ANY INSURANCE COMPANY OR ANOTHER PERSON FILES AN ORMATION. OR CONCEALS FOR THE PURPOSE OF MISLEADING ACT WHICH IS A CRIME AND SUBJECTS THE PERSON TO CRIM	APPLICATION FOR INSURANCE OR
-NA	TIES (Not applicable to SE ST	ACT WHICH IS A CRIME AND SUBJECTS THE DEPOSIT	INFORMATION CONCERNING ANY
FL ON'	ORIDA, ANY PERSON WHO KNOWINGLY AND WITH INTENT TO	in DC LA, ME, TN, VA and WA, insurance benefits may also be denied injure, defraud, or deceive any insurer files a statem tion is guilty of a felony of the Third Degref	I) [KI SOBSTANTIAL] CIVIL
SV	VERS TO QUESTIONS ON THIS APPLICATION HEISHE BER	THE THIRD DEGREE THE APPLICANT AND REPRESENTS THAT REASONABLE ENQUIRY RESENTS THAT THE ANSWERS ARE TRUE, CORRECT AND COR	HAS BEEN MADE TO OBTAIN
-	The state of the s	HE APPLICANT AND REPRESENTS THAT REASONABLE ENQUIRY RESENTS THAT THE ANSWERS ARE TRUE. GORRECT AND COM-	MPLETE TO THE BEST OF HIS/HER
۵¢ •	JCER'S SIGNATURE	PRCDUCER'S NAME (Please Print)	
D)		HARDY & JACOBSON, INC.	NATIONAL PRODUCER NUMBER 8735351
0	CAN S SNATURE	The same that the same that the same the property of the same that the s	
20	RD 125 (2007/06)		06/18/2025
		Page 2 of 3	00/10/2020

12. Questions and Answers

AMENDMENT #1 TO THE REQUEST FOR QUALIFICATIONS FOR COMPREHENSIVE TRAINING EVENTS FOR MDRS CLIENTS RFQ #3120003152

- Q1: Will Entrepreneurship classes be considered a Pre Employment Transition Service?
- A1: Self-employment/entrepreneurship would fall under Job Exploration Counseling.
- Q2: Is this RFQ for "Job Extravaganza' type events only or does it include other Pre ETS activities?
- A2: This RFQ is limited to the provision of Pre-Employment Transition Services (Pre-ETS) activities conducted specifically at Job Extravaganza events. While the activities completed at these events are considered Pre-ETS, this RFQ does not include or authorize the provision of other Pre-ETS activities outside the scope of the Job Extravaganza events as outlined in the RFQ.
- Q3: Will there be a separate RFP or RFQ for Pre ETS?
- A3: Yes
- Q4: How long should the "breakout sessions" be?
- A4: The "breakout sessions" should be no shorter than 30 minutes each. Services provided during these sessions are billed in units, where one unit equals one hour and a half unit equals 30 minutes. All Pre-ETS activities conducted during these breakout sessions must be clearly documented using the Pre-ETS Provision Form MDRS-VR-61.
- Q5: Is Military an option to highlight for counseling on Post Secondary Education and Training Opportunities?
- A5: No, the military is not an option to highlight during counseling on Post-Secondary Education and Training Opportunities; however, this type of counseling falls under the Pre-ETS category of Job Explorat on Counseling. Discussing military careers helps students understand the diverse roles and opportunities available within the military
- Q6: Are contractors required to pay travel expenses for businesses participating in a Job Extravaganza?

Document contains proprietary & confidential ir formation belonging to proposing organization, please do not reproduce or transmit without consent.

- A6: Per Section 2.5 of the RFQ, "The contractor shall be responsible for covering all travelrelated expenses (e.g., lodging, mileage) incurred by businesses or speakers participating in the event.
- Q7: Is a bachelor's degree required for a designated individual (peer mentor, staff member, teacher, or volunteer) who is assigned to each student group during an event? If yes, please clarify why.
- A7: No, a bachelor's degree is not required for a designated individual (peer mentor, staff member, teacher, or volunteer) assigned to each student group during an event. However, to ensure the safety and well-being of students with disabilities and to align with Mississippi Department of Education standards, all such individuals must meet the minimum qualifications for assistant teachers.

Acceptable qualifications include:

- An Associate's degree or higher; or
- At least two years or 48 college credit hours (with transcript verification); or
- A high school diploma or GED along with verified WorkKeys® scores meeting state proficiency levels (typically a Silver Level certification or equivalent scores in Reading, Applied Mathematics, and Writing).

All qualifications must be submitted to the agency for review and approval prior to the event. This requirement ensures individuals assigned to work with students are appropriately vetted and qualified, consistent with state educational standards and the agency's commitment to student safety.

- Q8: Is this a RFQ or is it an RFP? Language on pages reference a proposal.
- A8: This is a Request for Qualifications (RFQ) in which MDRS sets the price for the services provided. Per section 5.1, you will still submit a proposal for how the services are going to be provided.
- Q9: Section 5 indicates proposal requirements. Can you clarify why the "Management Summary" and "Proposal" is to be "unmarked?"
- A9: These sections are required to be "unmarked" so that the evaluation committee does not know whose submission they are scoring. This helps to ensure fairness in the evaluation process.
- Q10: If a student has a referral for Pre-ETS, will they need a second referral to attend a JE?
 "Services provided without a completed Referral for Contracted Pre-ETS Services
 Form (MDRS-VR-100) will not be paid by MDRS-OVR/OVRB."
- A10: No, but the referral must include all Pre-ETS activities that will be provided at the Job Extravaganza event and the chosen provider must be on the referral. If not, the referral would need to be amended prior to the student attending the event.

Document contains proprietary & confidential information belonging to proposing organization, please do not reproduce or transmit without consent.

- Q11: Are fingerprints required for a designated individual (peer mentor, staff member, teacher, or volunteer) who is ass gned to each student group during an event? If yes, please clarify why.
- A11: Since these individuals—whether peer mentors, staff, teachers, or volunteers—will be providing services to students with disabilities, Mississippi law requires that all school staff undergo fingerprinting. Accordingly, we will adhere to this standard to ensure student safety and comply with state regulations:
 - 1. Fingerprint Requirement Under Mississippi Law
 - Per Miss. Code Ann. § 37-9-17, school districts must require criminal background checks and fingerprinting for any individual—licensed or nonlicensed—who works in a school setting.
 - Charter schools and any contracted education service providers are similarly covered under Miss. Cod≥ Ann. § 37-28-49
 - 2. Volunteers and Staff Working with Students
 - 24 Miss. Code R. § 1-9.1.3 mandates fingerprinting for all employees and volunteers working with children, disqualifying individuals with criminal histories that raise safety concerns.

We will require fingerprinting for every designated individual assigned to student groups during these events. This aligns with Mississippi's statutory and regulatory requirements and demonstrates our commitment to prioritizing the safety and well-being of students with disabilities.

- Q12: For the individuals providing services to the students (not the contractor) does each person have to have a Bachelor's degree to work with the kids.
- A12: No, individuals providing services to students at these events are not required to have a Bachelor's degree. However, to ensure consistency with state standards and maintain the quality and safety of services delivered to students with disabilities, all individuals providing such services must meet the minimum qualifications for assistant teachers as outlined by the Mississippi Department of Education.

Acceptable qualifications for assistant teachers working with students include:

- An Associate's degree or higher; or
- At least two years or 48 college credit hours (verified by transcript); or
- A high school diploma or GED, *plus* verification of WorkKeys® scores demonstrating proficiency (typically a Silver Level certification or equivalent scores in Reading, Applied Math, and Writing).

All qualifications for staff who will be working with students must be submitted to the agency for review and approval prior to participation in any student-focused event. This requirement is in place to ensure compliance with state guidelines and to protect the well-being of students with disabilities being served.

Q13: Does the contractor have the authority to conduct events in the school gym with

permission from the principal - Im asking because the schools I will be servicing will be far from each other, and from what it is written in the contract, it will be hard to get 5 hours for an event if you add travel to and from and for the students to get back to the school to go home.

- A13: The Provider is responsible for securing the location which could be at a school gym if approved by the school.
- Q14: Also is this RFQ the same as the Job Extravaganza RFQ.?
- A14: This RFQ is only for the Job Extravaganza events.
- Q15: Also when submitting numbers for possible kids serviced, this is with all the schools?
- A15: Yes
- Q16: If approved. The contract is renewed for only 4 years, and if after that, I will have to reapply if I want to continue to do this RFQ.
- A16: Yes, all applicants would have to reapply after that point.
- Q17: In Exhibit B (page 39), under the Compensation section, it states: "MDRS agrees to compensate the Contractor at the rate of Ninety Dollars (\$90.00) per hour per student." However, on page 4, Section 2.1, the Compensation for Services table lists different rates based on the Pre-ETS category and whether services are provided individually or in a group—none of which are \$90

Could you clarify which structure is correct, or if the Exhibit B language is outdated?

A17: The chart on page 4, Section 2.1 is the correct rate. The Exhibit B language is outdated.

Respondents shall acknowledge receipt of any amendment to the solicitation by signing and returning the amendment with the response. The acknowledgment must be received by MDRS by the submission deadline.

Company Name:	The Ar	c of Northwest Mississip	pi
Signature and Date:	Rebecca	Cheadway	7/7/25
1.		0	
Name and Title:	Rebecca Tread	way, Executive Director	