



# MISSISSIPPI STATE HOSPITAL

P.O. BOX 157-A, WHITFIELD, MS 39193

(601) 351-8000

WWW.MSH.STATE.MS.US

James G. Chastain, FACHE  
Director

To: Ms. Debra Allen/Secretary-Treasurer

From: H.L. Lockhart/Procurement Coordinator *HL*

Date: February 27, 2025

RE: **NOTICE OF INTENT TO AWARD**

Please consider this notice that the Mississippi State Hospital, after careful review, intends to award a contract to provide professional medical equipment maintenance services, as required by Invitation for Bid 02.26.2025.489 (RFX 3160007141), to Phoenix Technical Services, Inc. based on Phoenix Technical Services submitting the only bid. For reference, a copy of the sole bid is attached. Please be aware under Mississippi Public Procurement Review Board Office of Personal Services Contract Review Procurement Rules and Regulations, unsuccessful bidders may request reconsideration of MSH's intent to award a contract in accordance with Section 5.6..3 in the Office of Personal Service Contract Review Rules and Regulations.

Any Offeror may also submit a written request for debriefing to [Lockhhl@msh.ms.gov](mailto:Lockhhl@msh.ms.gov) at any time prior to 3:00 p.m. CST, March 6, 2025. Any request shall list the names and titles of all individuals who will attend the debriefing on behalf of the offeror and all questions or issues the offeror wishes to discuss at the debriefing.

Upon completion of the reconsideration period or resolution of any requests for reconsiderations filed, a contract will be issued to **Phoenix Technical Services, Inc.**, contingent upon completion of successful negotiation of terms and conditions of the solicitation referenced above.

Bidders shall also note that a copy of the complete procurement file is available for viewing on the MSH web-site at [msh.ms.gov](http://msh.ms.gov).

If you have any questions, you may contact me at (601) 351-8056 or by e-mail at [lockhhl@msh.ms.gov](mailto:lockhhl@msh.ms.gov).

*A FACILITY OF THE MISSISSIPPI DEPARTMENT OF MENTAL HEALTH*

*ACCREDITED BY THE JOINT COMMISSION ON ACCREDITATION OF HEALTHCARE ORGANIZATIONS*

- (3) years of historical information.
- 6.17 Place of Performance. Contractor shall perform equipment maintenance services on the MSH main campus located at 3550 Hwy 468 West, Whitfield, MS 39193. Contractor shall complete repair services at their own place of business and if approved by MSH, at a designated MSH location.
- 6.18 Period of Performance. Contractor shall be required to perform the specified services from approximately May 21, 2025 to May 20, 2030 including the one year optional renewal.

**Section – III**  
**Procurement Schedule/Execution Page – MSH Bid File: 02.26.2025.489**  
**MEDICAL EQUIPMENT MAINTENANCE SERVICES**  
**Note: See Attachment - F For Detailed Equipment Listing**

Base Monthly Scheduled Preventative Maintenance \$ 3118.00  
 Per Month (60 Months)

OTHER RATES: For Routine Repairs Outside Scheduled PM

Requirements

| RATE            | Estimated Hours | Biomedical Hourly Rate |
|-----------------|-----------------|------------------------|
| STANDARD RATE   | 400 Hours       | \$ 150.00              |
| OVERTIME RATE   | 32 Hours        | \$ 225.00              |
| WEEKEND/HOLIDAY | 20 Hours        | \$ 300.00              |

BIDS WILL BE OPENED: 3:00 P.M. Wednesday, February 26, 2025, at Building 93, Mississippi State Hospital.

I certify that I am authorized to enter into a binding contract, if this bid is accepted. By signing below, the undersigned agrees to all terms and conditions of the Invitation For Bid, including attachments and exhibits, in whole and with exception of those amendments as acknowledged in writing to bidder and signed by a duly authorized agent of MSH.

ACKNOWLEDGEMENT OF AMENDMENTS:

Bidders shall acknowledge the receipt of amendments by placing an "X" by each amendment number received – Amendment No. 1 (X) Amendment No. 2 ( ) Amendment No. 3. ( ) Amendment No. 4 ( )

Vendor's Quotation No. \_\_\_\_\_ Date 2-11-25

Name Of Company Phoenix Technical Services, Inc. Telephone 601-932-3222

Address P O Box 98163

City/State/Zip Code Jackson MS 39298

By Debra Allen Title Secretary-Treasurer  
 (Signature)