

**MOHAVE COUNTY DEPARTMENT OF PROCUREMENT  
PRE-PROPOSAL WEB CONFERENCE AGENDA**

<b>Conference Date/Time:</b>	March 18, 2026, 10:00 AM	<p><b>Microsoft Teams meeting</b></p> <p><b>Join:</b>  <a href="https://teams.microsoft.com/meet/24710839432795?p=41Lwb3T8sdPtoKB8Uh">https://teams.microsoft.com/meet/24710839432795?p=41Lwb3T8sdPtoKB8Uh</a>                      Meeting ID: 247 108 394 327 95                      Passcode: qF3sc7V5</p> <p><a href="#">Need help?</a>   <a href="#">System reference</a></p> <p><b>Dial in by phone</b>  <a href="tel:+16234737231">+1 623-473-7231</a>, <a href="tel:+1623260927181">260927181#</a> United States, Phoenix  <a href="#">Find a local number</a>                      Phone conference ID: 260 927 181#</p>
<b>Solicitation:</b>	2026-015-RFP Inmate Commissary and Cash Handling Payment Services	
<b>Procurement Officer:</b>	Josh Kant-Wood	
<b>Questions Due:</b>	March 24, 2026, 11:59 PM	
<b>Proposals Due:</b>	April 14, 2026, 2:00 PM	
<b>Anticipated Award:</b>	Board Meeting on May 18, 2026	

**1. Greetings and Introductions:**

- a. Purpose of this conference – to answer questions openly and provide clarification on the RFP.
- b. No verbal statements made shall change the solicitation. The RFP Document takes precedence over this agenda.
- c. Note that attendance at this pre-bid conference is not mandatory for offerors.

**2. RFP Overview:**

- a. Solicitation documents are available at: <https://procurement.opengov.com/portal/mohavecounty>
- b. Discussion of the purpose of the RFP and resulting contract.
- c. Overview of sections of the RFP.

**3. RFP Questions:**

- a. All questions on the RFP are to be submitted in writing, preferably through email or OpenGov.
- b. Questions are due by the date and time shown above.
- c. Answers will be made through a solicitation addendum and will be made public.

**4. RFP Submission:**

- a. **Proposals are due at the date and time shown above.**
- b. Late proposals will not be considered for any reason.
- c. Submit electronically through the County's [OpenGov online bidding system](#).
- d. Check the County's procurement portal before submitting a proposal for questions and addenda.
- e. Do not use the Mohave County Seal in your proposal – use of the Seal is restricted.

**5. Award:**

- a. Award will be made with reasonable promptness by written notification to the successful bidder.
- b. The recommendation for award requires approval by the Mohave County Board of Supervisors, anticipated at the Board meeting shown above.

**6. Elaboration by Mohave County representatives.**

**7. Questions and Answers from providers.**