

MISSISSIPPI DIVISION OF  
**MEDICAID**

## MEMORANDUM

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**From:** The Mississippi Division of Medicaid  
Office of Procurement

**Date:** April 23, 2020

**Re:** Request for Applications (RFA) Medicaid Technology Specialist

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The Division of Medicaid (DOM) in the Office of the Governor issued a Request for Applications (RFA) on March 27, 2020 seeking a contractor to serve as the Medicaid Technology Specialist for the agency. The term of the contract shall be one (1) year with four (4) optional renewals. The rate of pay shall be \$55 an hour (not including travel) not to exceed 1840 hours annually. DOM will pay a fringe rate of 7.65% in an amount not to exceed \$7,741.80 for a total contract value of \$108,941.80. The Medicaid Technology Specialist will report to the Chief Systems Officer in the Office of Information Technology Management within DOM.

The Contractor will provide the following services for DOM:

- Troubleshoot pressing claims, encounter and data issues for Medicaid Leadership;
- Assist Medicaid leadership in understanding the data contained in the MMIS, DSS and CDR;
- Assist Medicaid Leadership in refining the data needs for upcoming CCO competitive bid; and,
- Perform other duties as required or assigned.

After publically advertising the position, the application and selection process is now complete. DOM received one application for the position, and intends to offer the contract to Brett Brown. Mr. Brown possesses the qualifications and abilities to perform the duties of this position.

DOM will submit the contract and the Governor's Emergency Proclamation of March 14, 2020 to the Public Procurement Review Board (PPRB) Office of Personal Service Contract Review (OPSCR) in accordance with guidance issued by OPSCR on April 8, 2020. DOM anticipates that this contract will be reviewed by the PPRB before the one-year initial term expires if DOM chooses to exercise a renewal year. The contract will be available for public inspection in the office of the Chief Procurement Officer.