

MISSISSIPPI DIVISION OF  
**MEDICAID**

## MEMORANDUM

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

**Date:** April 22, 2021

**Re:** Request for Applications (RFA) Eligibility Project Managing Consultant  
Notice of Intent to Award

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The Mississippi Division of Medicaid (DOM) issued a Request for Applications (RFA) on April 2, 2021, seeking a qualified contract worker for the position of Eligibility Project Managing Consultant. The term of the contract shall be one (1) year (July 1, 2021 – June 30, 2022) with four (4) optional one-year renewals. The position will pay \$70 per hour (plus travel) not to exceed 1,840 hours annually for a total of \$128,800 for the term of the contract. DOM will pay travel up to \$2,000 and fringe rate of 7.65% in an amount not to exceed \$9,853.20 for a total contract value of \$140,653.20. The contract worker will provide the following services for DOM:

- Project management of new capabilities for New MEDS including new Centers for Medicare and Medicaid Services (CMS) requirements, state requirements, and system improvements,
- Project management duties for Health and Human Services Transformation Project; (HHSTP). Reviewing all requirements for the following modules: Common Web Portal, Fraud and Abuse Module, Enterprise Master Person Index. Also includes contract management, review of data, deliverable review, and approval,
- Coordinate documentation with CMS to obtain funding along with monthly status reports,
- Coordination of New MEDS security and privacy controls and provides updates required by CMS as to the status of those controls,
- Management of various vendor contracts, deliverables, invoices, and
- Assist with request for proposal generation and evaluation.

After publicly advertising the position, the application and selection process is now complete. DOM received one application for this position and intends to offer the contract to Stephen Oshinsky. Mr. Oshinsky is the incumbent contract worker for the Eligibility Project Managing Consultant position and possesses the qualifications and abilities to perform the duties of this position. He is poised to provide DOM with continued expertise in project management, vendor management, software design and development, systems infrastructure, and knowledge and experience in the Health and Human Services Transformation Project.

Both a successful or unsuccessful applicant, may request a post-award applicant debriefing, in writing, by U.S. mail or electronic submission, to be received by the agency within three (3) business days of this Notice of Intent to Award. We can share with you any applicable information about your response including significant weaknesses or deficiencies, technical ratings, and overall ranking specific to your response. A vendor debriefing is an informal meeting and not a hearing; therefore, legal representation is not required. If a vendor prefers to have legal representation present, the vendor must notify the agency and identify its attorney. DOM shall be allowed to schedule and/or suspend and reschedule the debriefing at a time when a representative of the Office of the Mississippi Attorney General can be present.

Any protests of this decision must be submitted to [procurement@medicaid.ms.gov](mailto:procurement@medicaid.ms.gov) within seven (7) calendar days after the issuance of this notice. The protest must be in writing, identify the name and address of the protestor, provide appropriate identification of the procurement and resulting contract number (if known) and detail the nature of the protest, including available supporting exhibits, evidence, or documents to substantiate any claims.

DOM intends to submit the contract to the Public Procurement Review Board (PPRB) Office of Personal Service Contract Review (OPSCR) by May 5, 2021 for approval at the June 2, 2021 board meeting. Pending approval, the contract will be available for public inspection in the office of the Chief Procurement Officer.