

MISSISSIPPI DIVISION OF  
**MEDICAID**

## MEMORANDUM

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

**Date:** June 15, 2021

**Re:** Request for Applications (RFA) Workforce Modernization Managing Consultant  
Notice of Contract 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 Workforce Modernization 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 \$60 per hour (plus travel) not to exceed 1,840 hours annually, for a total of \$110,400 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 \$8,445.60, for a total contract value of \$120,845.60. The contract worker will provide the following services for DOM:

- Identification and intervention of failing technology initiatives,
- Research and recommendation of improvements and initiatives for agency-wide technology utilization,
- Design and enhance business processes and workflows,
- Lead service enablement initiatives for various workforce and collaboration technologies and develop administrative toolsets and processes required for ongoing support of related information (IT) services,
- Fulfills role of escalation point for break/fix issue resolution,
- Establishes strong and effective relationships with DOM business areas, and
- Facilitates product demonstrations, proof of concepts (POCs), and other technical demonstrations with internal and external stakeholders.

After publicly advertising the position, DOM received one application for this position and awarded the contract to Sally Harrison. Ms. Harrison possesses the qualifications and abilities to perform the duties of this position. She has more than twenty (20) years of information technology (IT) experience and is the incumbent contract worker for this position. Her work history, in-depth IT knowledge, project management skills, and ability to work and effect change with diverse groups makes her an asset to the agency.

DOM submitted 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 2021 board meeting. DOM received board approval on June 9, 2021. The contract is available for public inspection in the office of the Chief Procurement Officer.