

MEMO



MISSISSIPPI DIVISION OF
MEDICAID

From: Mississippi Division of Medicaid
Office of Procurement

Date: May 1, 2025

Re: Request for Applications (RFA) – Managing Consultant of IT Systems
RFx# 3150006211
Public Notice of Intent to Award

The Mississippi Division of Medicaid (DOM) issued a Request for Applications (RFA) on March 21, 2025, to establish a contract with a qualified applicant for the contract worker position of Managing Consultant of IT Systems, acting as a Platform Administrator in the Office of Information Technology.

The Managing Consultant of IT Systems is responsible for the comprehensive configuration, management, and maintenance of several key enterprise IT platforms, including SharePoint Online, Teams, ServiceNow, DocuSign, and Entra ID. These duties include managing permissions, integrations, customizations, user provisioning, security protocols (such as MFA and access packages), workflow automation, and scripting. The role also focuses on system integration, performance monitoring, troubleshooting, applying updates and patches, creating technical documentation, and ensuring compliance with security policies and industry standards, alongside any other assigned responsibilities.

The submission deadline to receive applications, resumes and references was April 11, 2025, at 2:00 p.m. CST. DOM received application packets from seven (7) applicants/vendors:

1. BuzzClan (Benjamin Spann)
2. BuzzClan (Roniesha Grady)
3. Data Science and Data Analytics Consulting Services (Nagara Ju Komuravelly)
4. David Gullledge
5. Procyon Technostructure, LLC (Nanthakumar Jayaraman Durai)
6. Sally Harrison
7. V Group, Inc. (James Bradley Johnson)

DOM procurement staff reviewed each submitted application packet to ensure the submitted information met the requirements to be deemed responsive and responsible as set forth in RFA #20250425. The procurement staff determined that six (6) applicants were either non-responsive, non-responsible and/or did not meet the contract worker determination requirement.

- 1) BuzzClan (Benjamin Spann) – *Failed to meet the Contract Worker Determination and submit all required documentation.*
- 2) BuzzClan (Roniesha Grady) - *Failed to meet the Contract Worker Determination and submit all required documentation.*
- 3) Data Science and Data Analytics Consulting Services (Nagara Ju Komuravelly) – *Failed to meet the Contract Worker Determination and submit all required documentation.*
- 4) David Gulledge – *Failed to submit all required documentation and was found to have conflicting information on minimum qualification experience between resume and application.*
- 5) Procyon Technostructure, LLC (Nanthakumar Jayaraman Durai) - *Failed to meet the Contract Worker Determination and submit all required documentation.*
- 6) V Group, Inc. (James Bradley Johnson) – *Failed to meet Contract Worker Determination and was found to have conflicting information on minimum qualification experience between resume and application.*

Recommendation

Based on the foregoing, DOM recommends Sally Harrison as the awardee of this contract. Sally Harrison met the minimum qualifications, the contract worker determination requirement and was responsive and responsible to all required documentation.

Ms. Harrison possesses the experience as a Managing Consultant of ITS Systems, which includes over 26 years of experience in the IT field. Additionally, Ms. Harrison has an understanding of various state agencies and their shared relationships, as well as familiarity with healthcare, legal, government, and technology terminology. Ms. Harrison's work history, experience and knowledge will make her an asset to the agency.

DOM intends to submit the contract to the Public Procurement Review Board (PPRB) Office of Personal Service Contract Review (OPSCR) by Wednesday, May 7, 2025, for approval at the June 4, 2025, Board meeting. Any person wishing to inspect the contract may request the opportunity to do so through the Agency's public records request process via rfi@medicaid.ms.gov.