

Memorandum

To: State Agency IT Directors and Purchasing Agents
From: Craig Orgeron, Ph. D
Date: December 15, 2011 (*Date extension and revised letterhead*)
July 27, 2010 (*Original date of publication*)
Re: Security Consulting Services Express Products List RFP No. 3610 Instructions for Use
CC: ITS Project File Number 39359

The Mississippi Department of Information Technology Services (ITS) has established a procurement vehicle for obtaining security consulting services for the wide area, local area and other network based systems used by ITS and its customers (state agencies and institutions).

1. Scope

RFP No. 3610 was created to establish a Vendor pool for the acquisition of security consulting services by agencies and institutions of the State of Mississippi. The vendors on this list were qualified by ITS based upon their proposal responses to Request for Proposal (RFP) No. 3610 to provide the necessary services.

This procurement does not include security risk assessment services. If assessment services are required, procurement of those services should follow state law and established policy for procurement of IT services. Assessment services may be purchased using the Security Risk Assessment Services RFP No. 3606. The Instructions for Use for RFP No. 3606 are available on the ITS Web Site (www.its.ms.gov).

Some Vendors are in the Vendor pools for both RFP No. 3606 and this RFP No. 3610. A State agency should not use the same Vendor for both security risk assessment services and security consulting services.

If security-related hardware and software products are required as a result of security consulting services rendered via RFP No. 3610, procurement of those products should follow state law and established policy for procurement of IT products. Security hardware and

software products may be purchased using the EPL resulting from Security Hardware and Software RFP No. 3612. This EPL is available on the ITS Web Site (www.its.ms.gov). For more information on using either the Security Risk Assessment Services RFP No. 3606 or the Security Hardware and Software RFP No. 3612, refer to the ITS Web Site or call the ITS Procurement Help Desk at (601)432-8166.

The ITS Information Security Division has created and maintains the State's Enterprise Security Policy and Enterprise Security Plan. Both of these documents can be found at http://www.its.ms.gov/services_security.shtml (ACE Login Required).

2. **Who May Use**

This list of Vendors may be used by Mississippi agencies and institutions requiring security consulting services. This is a multi-vendor award that meets Mississippi requirements for legal purchases.

State agencies are not required to use the Vendors on this list for Security Consulting Services. Agencies desiring to procure Security Consulting Services from Vendors other than those on this list should follow state law and established policy for procurement of IT services.

3. **Dollar Limitations of Use**

The maximum dollar limitation of this list is \$100,000 per purchasing entity per fiscal year.

4. **Effective Dates**

This list of approved Vendors for RFP No. 3610 is valid until October 18, 2013 or until revised or replaced by a new list of Vendors.

5. **Using RFP No. 3610 for Security Consulting Services**

Each State agency/entity must work with two or more approved Vendors to formulate the scope of the security consulting engagement and its fixed cost. ITS evaluated service offerings to make sure they meet specifications and for cost. EPL customers must still do their own evaluation to support that they are choosing the services and Vendors that meet their "lowest and best" criteria. The agency/entity will be required to obtain a Statements of Work from a minimum of two of the Vendors before beginning the security consulting engagement.

As part of the evaluation, Agencies should require Vendors to provide resumes for the individuals that will actually be performing the work since personnel may have changed since proposals in response to RFP No. 3610 were originally evaluated.

Although cost in most cases will be the main consideration, there may be other factors to consider and that deserve merit. ITS recommends no more than 60 total scoring points for the factors shown below:

- Vendor Qualifications, including organization’s experience performing similar security-related consulting services. References may be requested and verified.
- Functional/Technical Requirements, including responses to specific questions posed in the Request for Quote/Statement of Work.
- Project Plan/Staffing, including the plan outlined in the Statement of Work to accomplish the services, deliverables identified, and staff/team members to perform the services. Resumes may be requested, along with individual references.

ITS recommends that cost be at least 40 to 60% of the score. No more than 60 points may be awarded for non-cost points. ITS has already evaluated the Vendors using both cost and non-cost factors, including Vendor qualifications, and selected a small award of nine security consulting services Vendors.

Customers should compute the cost score as a ratio of the difference between a given proposal's cost and the cost of the lowest valid proposal. The following cost scoring formula should be used for every cost evaluation:

$$\text{Points awarded for cost} = (1 - [(B-A)/A]) * n$$

Where:

A = Total lifecycle cost of lowest valid SOW

B = Total lifecycle cost of SOW being scored

n = number of points allocated to cost for this procurement

In simpler terms, lowest price gets a perfect cost score. A SOW that is 20% more expensive than the lowest priced SOW gets 20% fewer cost points.

Scoring Matrix Example

Scoring Factor	Max points	Low Cost	Vendor 1	Vendor 2
Cost of Security Consulting Services	n= 60	\$150,000 “A”	\$150,000 “B”	\$145,000 “B”
“the math”			$(1 - [(150,000 - 150,000)/150,000]) * 60$	$(1 - [(155,000 - 150,000)/150,000]) * 60$
Points for cost	60	60	60	58
Non-cost points				
History with Vendor	25	NA	20	25
Quality and Responsiveness	15	NA	15	15

of the Statement of Work				
Total Score	100		95	98

In this scenario, Vendor 1 would have been awarded if cost had been 100% of the evaluation. When considering other evaluation factors, Vendor 2 would have been awarded.

Variations on the above example may include:

- Cost is between 60 and 80 points, for instance, 80 points, and only 20 points are awarded for some of the additional factors. In the table above, the customer would let “n=80”.
- In the example in the table, all forty non-cost points could be “History with Vendor” if the customer has strong feedback (positive or negative) regarding the vendor choices. Cost would be 60 points (n=60), History with Vendor = 40, all other factors = 0.

The customer must document each Vendor’s score for each of the evaluative factors as part of customer’s purchase file.

6. What Goes in Your Purchase/Audit File

At a minimum include:

- i. A copy of this Instructions for Use Memo.
- ii. Copies of the Vendors’ Quotes/Statements of Work.
- iii. A copy of the evaluation methodology, Vendor’s scores, and documentation/justification for each score.
- iv. A copy of the purchase order.
- v. Any additional project-related documentation or justification.
- vi. Signed Confidentiality Agreement. See sample in Item 12 below.

7. Vendor Notification of Outcome

As a courtesy to the Vendors that provided quotes/statements of work, the Agency should provide the Vendors with written notification (email, fax, or letter) of the outcome of the quote solicitation, including the name of the awarded Vendor and the total dollar amount of the award.

8. RFP No. 3610 Vendor Information

See the attached Vendor Information for the list of Vendors approved under RFP No. 3610 and each Vendor’s contract information. Please contact the Vendors directly to discuss any questions regarding their services or pricing, and to request Statements of Work.

9. Contract

ITS has executed a Master Security Consulting Services Agreement with each valid Vendor and purchases made from this RFP will be governed by those Terms and Conditions. If you would like a copy of a Vendor's executed agreement, please contact the ITS Procurement Help Desk at (601) 432-8166 or isshelp@its.ms.gov.

10. **Travel Considerations**

Vendors were required to provide a fully loaded rate in response to RFP No. 3610 and provide any travel related assumptions as part of their Cost Information Submission. Fully loaded rates include travel, subsistence, and any project related expenses. Agencies should note travel assumptions for specific Vendors as listed in Exhibit B. Agencies must require Vendors to include a not-to-exceed estimate of travel fees, if any, with the Statement of Work and should include these costs in the cost evaluation. Travel fees are negotiated between the Vendor and customer, and should include the following considerations:

- a. Does Vendor charge from the time he leaves his office or from the time he arrives at the customer site?
- b. Is the estimate for one-way or two-way travel?
- c. Is the estimate per technician or per vehicle?
- d. If the Vendor office is local, Vendors may be able to lower the hourly rate since travel is not involved.

11. **American Recovery and Reinvestment Act (ARRA) of 2009**

While ARRA requirements are still evolving and some current EPLs were established prior to the establishment of federal rules concerning the use of ARRA funds, to the best of our knowledge and current assessment, ITS believes the EPLs are valid purchase instrument for the use of ARRA funds.

The Master Security Consulting Services Agreements executed with each valid Vendor for this EPL No. 3610 include ARRA-related terms and conditions. These terms and conditions have been created in conjunction with the Mississippi Office of the State Auditor and the Mississippi Department of Finance and Administration.

ITS recommends that customers using these instruments for purchases using ARRA funds obtain written quotations from multiple EPL sellers, that the request for quotations state that ARRA funds will be used for the purchase, and that all quotations be maintained in the purchase file.

12. **Confidentiality Agreements**

Before beginning any security consulting work, the Vendor and agency must sign a Confidentiality Agreement. A sample Confidentiality Agreement is attached to these instructions.

13. **Object Codes**

ITS, in conjunction with the Office of the State Auditor and the Department of Finance and Administration, requests that all agencies carefully code purchases with the correct Minor Object Codes. State agencies that utilize the Statewide Automated Accounting System (SAAS) should use the following object codes on purchase order documents for purchases from this List:

Object Code:	Category:	Use For:
61902	IT Professional Fees	Outside Vendor Payments to an outside vendor for IT consulting and personnel services such as consulting studies, project management, staff management, IT staff augmentation, and analysis, design, development/enhancement/installation of software, hardware, or cabling.

14. To Report a Problem or Request Assistance

If you have questions about using the list or if you have any problems please contact Donna Hamilton of ITS at (601) 432-8114, Jay White of ITS at (601) 432-8180, or contact the Vendor directly from the contact information provided.

15. Copies of this document are available on the Internet at http://www.its.ms.gov/services_security.shtml

Attachments: RFP No. 3610 Vendor Contact Information
RFP No. 3610 Vendor Price Information
Sample Confidentiality Agreement

EXHIBIT A
RFP No. 3610 Vendor Information

Business Communications, Inc.			
Contact Name:	Blake Webber	Phone Number:	(601)914-2461
E-mail Address:	its@bcianswers.com	Fax Number:	(601) 427-4561
Place Order To: Business Communications, Inc 442 Higland Colony Parkway Ridgeland, MS 39157		Remit Payment To: Business Communications, Inc P.O. Box 11407 Birmingham, AL 35246-1261	

Enterprise Risk Management, Inc.			
Contact Name:	Silka M. Gonzalez	Phone Number:	(305) 447-6750
E-mail Address:	info@emrisk.com	Fax Number:	(305) 447-6752
Place Order To: Enterprise Risk Management, Inc. 800 S. Douglas Road, #835 N Coral Gables, FL 33134		Remit Payment To: Enterprise Risk Management, Inc. 800 S. Douglas Road, #835 N Coral Gables, FL 33134	

Infinite Group, Inc.			
Contact Name:	James Frost	Phone Number:	(703) 371-8131
E-mail Address:	JFrost@IGIus.com	Fax Number:	(703)528-8845
Place Order To: Infinite Group, Inc. 60 Office Park Way Pittsford, NY 14534		Remit Payment To: Infinite Group, Inc. 60 Office Park Way Pittsford, NY 14534	

Integrated Computer Solutions, Inc.			
Contact Name:	Chip Schuneman	Phone Number:	(334) 270-2892
E-mail Address:	Chip.schuneman@icsinc.com	Fax Number:	(334) 270-2896
Place Order To: Integrated Computer Solutions, Inc. 60 Commerce Street, Suite 1100 Montgomery, AL 36104-3560		Remit Payment To: Integrated Computer Solutions, Inc. 60 Commerce Street, Suite 1100 Montgomery, AL 36104-3560	

Kimball			
Contact Name:	Jeremy L. Smith	Phone Number:	(814) 867-4566
E-mail Address:	Jeremy.smith@lrkimball.com	Fax Number:	(814) 867-4572
Place Order To: L.R. Kimball Attn: Ginger Cox 328 Innovation Boulevard Suite 222 State College, PA 16803		Remit Payment To: L.R. Kimball Attn: Ginger Cox 328 Innovation Boulevard Suite 222 State College, PA 16803	

Logista			
Contact Name:	Bertram Jenkins	Phone Number:	800-844-2035 x6616
E-mail Address:	bjenkins@logistasolutions.com	Fax Number:	(662) 329-4062
Place Order To: Logista 327 Yorkville Road Columbus, MS 39702		Remit Payment To: Logista 327 Yorkville Road Columbus, MS 39702	

Pileum			
Contact Name:	Elizabeth Frazier	Phone Number:	(601) 863-0275
E-mail Address:	elizabethfrazier@pileum.com	Fax Number:	(601) 352-2191
Place Order To: Pileum Corporation 190 East Capitol Street, Ste 175 Jackson, MS 39201		Remit Payment To: Pileum Corporation 190 East Capitol Street, Ste 175 Jackson, MS 39201	

Software Engineering Services			
Contact Name:	Esper Smith	Phone Number:	(402) 292-8660 x212
E-mail Address:	esmith@sessolutions.com	Fax Number:	(402) 292-3271
Place Order To: Software Engineering Services 1311 Fort Crook road South, Suite 100 Bellevue, NE 68005		Remit Payment To: Software Engineering Services 1311 Fort Crook road South, Suite 100 Bellevue, NE 68005	

Venture Technologies			
Contact Name:	Ryan Allen	Phone Number:	(601) 978-6114
E-mail Address:	Government@ventech.com	Fax Number:	(601) 956-3750
Place Order To: Venture Technologies 860 Centre Street Ridgeland, MS 39157		Remit Payment To: Venture Technologies P.O. Box 11407 Birmingham, AL 35246-1127	

EXHIBIT B

	<i>BCI</i>	<i>Enterprise¹</i>	<i>ICS</i>	<i>IGI</i>	<i>Kimball</i>	<i>Logista²</i>	<i>Pileum³</i>	<i>SES</i>	<i>Venture⁴</i>
Security Governance and Advisory Services	n/a	\$150.00	\$135.00	\$115.00	n/a	n/a	\$125.00	\$115.00	n/a
Security Training Services	\$135.00	\$150.00	n/a	n/a	n/a	\$150.00	\$125.00	\$105.00	n/a
Firewall and VPN policy and architecture review	\$135.00	\$150.00	\$135.00	\$115.00	\$130.60	\$150.00	\$125.00	\$115.00	n/a
IDS/IPS poicy and architecture review	\$135.00	\$150.00	\$135.00	\$115.00	n/a	\$150.00	\$125.00	\$105.00	n/a
Identity and access management services	\$135.00	n/a	\$135.00	\$115.00	n/a	n/a	n/a	n/a	n/a
Security Architecture and Design Services	\$135.00	\$150.00	\$135.00	\$115.00	\$130.60	\$150.00	\$125.00	\$115.00	n/a
Host Hardening Services	\$135.00	\$150.00	\$135.00	\$115.00	\$105.28	\$150.00	\$125.00	n/a	n/a
Security Policy Development and Review	\$135.00	\$150.00	\$135.00	\$115.00	\$130.60	n/a	\$125.00	\$105.00	n/a
Security Plan Development and Review	n/a	\$150.00	\$135.00	\$115.00	n/a	n/a	\$125.00	\$105.00	n/a
Application Hardening Services	\$135.00	\$150.00	\$135.00	n/a	n/a	n/a	\$125.00	n/a	n/a

	<i>BCI</i>	<i>Enterprise¹</i>	<i>ICS</i>	<i>IGI</i>	<i>Kimball</i>	<i>Logista²</i>	<i>Pileum³</i>	<i>SES</i>	<i>Venture⁴</i>
Data loss prevention - unprotected sensitive data	\$135.00	n/a	\$135.00	\$115.00	n/a	\$150.00	n/a	n/a	n/a
Privacy Policy - strategy, implementation & compliance	n/a	\$150.00	\$135.00	\$115.00	n/a	\$150.00	\$125.00	\$105.00	n/a
Wireless policy and architecture review	\$135.00	\$150.00	\$135.00	\$115.00	\$130.60	\$150.00	\$125.00	\$105.00	\$90.00
Data Classification Services	n/a	\$150.00	\$135.00	\$115.00	n/a	n/a	\$125.00	n/a	n/a
PCI/DSS Compliance Services	\$135.00	\$150.00	\$135.00	n/a	\$130.60	n/a	\$125.00	n/a	n/a
Security Configuration Services	\$135.00	\$150.00	\$135.00	\$90.00	\$105.28	\$150.00	\$125.00	n/a	\$110.00
Firewall/VPN Configuration Services	\$135.00	\$150.00	\$135.00	\$90.00	\$105.28	\$150.00	\$125.00	n/a	\$110.00
Network IDS/IPS Configuration Services	\$135.00	\$150.00	\$135.00	\$90.00	\$105.28	\$150.00	\$125.00	n/a	\$125.00
Host IDS/IPS Configuration Services	\$135.00	\$150.00	\$135.00	\$90.00	\$105.28	n/a	\$125.00	n/a	\$125.00
Cyber Incident Response Assistance	\$135.00	\$150.00	\$135.00	\$115.00	n/a	n/a	\$125.00	\$115.00	\$110.00
Forensic Services	\$135.00	\$150.00	\$135.00	\$115.00	n/a	n/a	\$125.00	n/a	\$125.00
Remediation Services	\$135.00	\$150.00	\$135.00	\$90.00	n/a	n/a	\$125.00	n/a	\$110.00

	<i>BCI</i>	<i>Enterprise¹</i>	<i>ICS</i>	<i>IGI</i>	<i>Kimball</i>	<i>Logista²</i>	<i>Pileum³</i>	<i>SES</i>	<i>Venture⁴</i>
Virus Outbreak Notification Services	\$135.00	n/a	n/a	n/a	\$105.28	n/a	n/a	n/a	n/a
Vulnerability Alerting Services	\$135.00	n/a	n/a	n/a	\$105.28	n/a	n/a	n/a	n/a
External Threat Alerting Services	\$135.00	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Internal Threat Alerting Services	\$135.00	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a

If a security consulting service is denoted as “n/a” , the Vendor cannot provide that service.

Vendor Specific Information:

¹ Enterprise

Important Assumptions Regarding the Above Pricing: All expenses related to travel, lodging, meals, and local transportation for services rendered beyond fifty (50) miles from the ERM headquarters located in Miami (Florida), shall be reimbursable by the client for the particular project. Please note that these expenses shall be kept to an absolute possible minimum and will further be fully pre-approved by the client for that particular project. The ERM team working such projects shall keep daily records of the actual number of hours worked and of the tasks performed and shall immediately supply such records to the client for the particular project upon request.

² Logista

Travel Charges:

Travel time by Pearl-based or Jackson-based Logista engineers to and from customer sites in Hinds or Rankin Counties	\$0.00
Hourly rate for travel time by Logista engineer from engineer’s applicable base office (i.e. Pearl/Jackson, Columbus, Bessemer, Mobile, Memphis, etc.) to customer site and return travel time back to engineer’s applicable base office. Subject to Pearl/Jackson-Hinds/Rankin zero cost exception above.	\$95.00

Note: At Logista’s option, Logista may elect to charge for up to two hours of travel time to cover daily hotel and meal expenses IF such a charge is less expensive for a customer than daily round trip travel. Therefore, this charge will be up to \$180 (\$95x2) but is typically \$150 or less at this time. For example, if a Bessemer based engineer was working 5 days on a security project in Meridian, it would be less expensive

for the customer to pay for overnight hotel and meal expenses Mon-Thur nights vs. paying for travel time for a daily commute between Bessemer and Meridian.

³ Pileum

Project Pricing Discounts:

Tier 1	Projects totaling between \$5,000 and \$9,999	5% discount off total project price
Tier 2	Projects totaling between \$10,000 and \$24,999	7.5% discount off total project price
Tier 3	Projects totaling \$25,000 or more	10% discount off total project price

⁴ Venture

Assumptions for Cost Information Summary

- Loaded hourly rate included travel and expenses.
- Pricing is based on work done 8:00 to 5:00 CST, Monday through Friday, excluding holidays.
- After hours or weekend work can be arranged with advance notice at an hourly rate of time and a half.
- Holiday work can be arranged with advance notice at double the standard hourly rate.

EXHIBIT C

CONFIDENTIALITY AGREEMENT

This Confidentiality Agreement (hereinafter referred to as “Agreement”) is entered into by and between **INSERT NAME OF VENDOR** a **INSERT STATE OF INCORPORATION** corporation (hereinafter referred to as “Contractor”) having an office at **INSERT STREET ADDRESS FOR VENDOR**, and **{INSERT NAME OF CUSTOMER AGENCY}**, having its principal place of business at **{INSERT STREET ADDRESS FOR CUSTOMER AGENCY}** (hereinafter referred to as “Customer Agency”). Contractor and the Customer Agency are collectively referred to herein as “the Parties”.

WHEREAS, confidential information (hereinafter referred to as “Information” and “Confidential Information”) may be used for evaluating transactions between the Parties; and

WHEREAS, the Parties desire to protect any such confidential information, and each of us agrees that the following terms apply when one of us (Discloser) discloses Information to the other (Recipient);

NOW THEREFORE, in consideration of the mutual understandings, promises and agreements set forth, the parties hereto agree as follows:

ARTICLE 1 DISCLOSURE OF INFORMATION

Information will be disclosed either:

- 1) in writing;
- 2) by delivery of items;
- 3) by initiation of access to Information, such as may be in a data base; or
- 4) by oral or visual presentation.

Information should be marked with a restrictive legend of the Discloser. Excluding Information obtained via electronic access, if Information is not marked with such legend or is disclosed orally, the Information will be identified as confidential at the time of disclosure.

ARTICLE 2 USES AND OWNERSHIP OF CONFIDENTIAL INFORMATION

Confidential Information will be used for evaluating transactions between the Parties and/or their employees. Until the Parties have completed all such transactions pursuant to definitive agreements, or unless one of the Parties obtains prior written authorization from the other, such

Confidential Information will be kept strictly confidential by the Parties and their respective employees. Duplication, distribution or disclosure of any Confidential Information to any persons other than the Parties' employees who (a) are actively and directly participating in the evaluation of the transaction or (b) those who otherwise need to know such information for the purpose of evaluating each transaction, and who agree to keep such information confidential and be bound by this Agreement as if they were signatories is strictly prohibited. Before disclosure to any of the above mentioned employees, the Recipient will have a written agreement with the party sufficient to require that party to treat Information in accordance with this Agreement. Both Parties agree to the determination of the other regarding the classification of Confidential Information and to take appropriate steps to safeguard it from disclosure. Each of the Parties is liable for any breach by it or its employees. Modification, alteration, breakdown, disassembly or reverse engineering of any Confidential Information is prohibited without prior written consent. Confidential Information is the property of the original disseminator. Derivatives and improvements are property of the disseminator of the Confidential Information from which the derivative improvement arises.

ARTICLE 3 CONFIDENTIALITY PERIOD

The Parties understand and agree that their obligations under this Confidentiality Agreement shall continue in effect in perpetuity or until such time as the Information becomes general public knowledge through no fault of their own.

ARTICLE 4 EXCEPTIONS TO CONFIDENTIAL INFORMATION

Confidential Information does not include information that is: (a) already in the Recipient's possession without obligation of confidentiality; (b) developed independently, or (c) publicly available when received, or subsequently becomes publicly available through no fault of the Recipient.

ARTICLE 5 REQUEST FOR DISCLOSURE OF INFORMATION

If either of the Parties is requested or required (by oral questions, interrogatories, requests for information or documents, subpoena, civil investigative demand, other process, or an order issued by a court or by a local, state or federal regulatory or administrative body) to disclose Confidential Information, each agrees to immediately notify the other of the existence, terms and circumstances surrounding such request or order; consult with the other on the advisability of the owner of the Confidential Information taking steps to resist or narrow such request or order, and refrain from opposing any action by the owner of the Confidential Information to obtain an appropriate protective order or other reliable assurance that confidential treatment will be accorded the Confidential Information.

ARTICLE 6 RETURN/DESTRUCTION OF CONFIDENTIAL INFORMATION

If either party determines that it does not wish to proceed with any transaction, that party will promptly advise the other. If all transactions contemplated by the Parties are not consummated, or at any time and upon request, the Parties will promptly deliver to each other all of the Confidential Information in any form whatsoever and destroy all copies, reproductions, summaries, analyses or extracts thereof based thereon in the Parties' possession or in the possession of any of their employees. Upon the request, such destruction will be certified in writing under penalty of perjury by an authorized employee who supervised the destruction

thereof. Notwithstanding the return or destruction of the Confidential Information, the Parties and their employees shall continue to be bound by the obligations hereunder. The Parties agree to limit and control the copies, extracts or reproductions made of the Confidential Information and to keep a record of the Confidential Information furnished to them and the location of such Confidential Information. The Parties will also maintain a list to whom Confidential Information has been disclosed and shall deliver to the other, upon written request, a copy of such list, specifying the Confidential Information disclosed or provided and the date on which such Confidential Information was first disclosed.

ARTICLE 7 GOVERNING LAW

This Agreement shall be construed and governed in accordance with the laws of the State of Mississippi and venue for the resolution of any dispute shall be Jackson, Hinds County, Mississippi.

For the faithful performance of the terms of this Agreement, the parties hereto have caused this Agreement to be executed by their undersigned authorized representatives.

{TYPE NAME OF CUSTOMER AGENCY }

INSERT NAME OF CONTRACTOR

By: _____
Authorized Signature

By: _____
Authorized Signature

Printed Name: _____

Printed Name: _____

Title: _____

Title: _____

Date: _____

Date: _____