

EXHIBIT A-1
Statement of Work Template

STATEMENT OF WORK FOR A MILESTONE, DELIVERABLE OR SERVICE-BASED PROJECT
BETWEEN
State of Mississippi, Division of Medicaid
AND
GUIDESOFT, INC., d/b/a KNOWLEDGE SERVICES
AND
SLI Global Solutions

INTRODUCTION

A contractor is needed to provide a MARS-E 2.0 security assessment of the New MEDS system and associated security environment to specifically address the following requirements:

- Ensure that the New MEDS system and associated Test Management Plan appropriately addresses compliance with Minimum Acceptable Risk Standards for Exchanges (MARS-E), Social Security Administration (SSA), and Federal Tax Information (FTI) security requirements.
- Provide the State the necessary support to facilitate MARS-E self-attestation requirements.

SCOPE OF WORK

The annual security and privacy attestation process includes the following activities by the Administering Entity (AE):

- Review the AE's policies and procedures and attest to their implementation
- Determine security and privacy controls to be tested including:
- Control families for current year (See Appendix A instructions)
- Controls to be tested annually (See Appendix A instructions)
- Controls with identified weaknesses closed during the current year (Note:
- completed/closed findings on the Plan of Action and Milestones (POA&M) should remain
- on the POA&M 1 year)
- Controls impacted by changes to the system environment during the current year
- Review and evaluate ACA security and privacy documentation by the Administering Entity. The
- assessment and resulting attestation report must be submitted to CMS.

Information Security Risk Assessment (ISRA) to determine:

- Significant changes to business objectives or overall mission importance
- Significant changes to the security state due to new or modified federal legislation, regulations, directives, policies, standards, or guidance
- Effectiveness of security controls changed during the past year
- New vulnerabilities affecting the overall risk to the system found during continuous monitoring activities, the annual security and privacy attestation process, and the independent security assessment process
- System Security Plan (SSP) including the security and privacy implementations to verify
- the system information and control implementation documented is correct and updated as
- necessary

Contingency Plan (CP) and the Annual CP Test with the following:

- Validate the Maximum Tolerable Disruption (MTD), Recovery Time Objective (RTO) and Recovery Point Objective (RPO)
- Test and exercise the CP using the CP Test Plan
- Document the results of the CP test in a report
- Update the CP based on the test results
- Review the Privacy Impact Assessment (PIA) to verify that privacy controls are documented, privacy risks are assessed, and control implementations have not changed

Review legal agreements with CMS and other business partners to ensure they are current. These agreements include:

- Interconnection Security Agreement (ISA)
- Computer Matching Agreement (CMA)
- Information Exchange Agreement (IEA)
- Other forms of agreements such as data use agreements

PERIOD OF PERFORMANCE

- Weeks of June 25 and July 2 – off-site - planning, audit program development, document review, scheduling interviews for week of July 9 and potentially conducting some interviews over the phone
- Week of July 9 – on-site assessment – interviews, continue document review, evidence review
- Weeks of July 16, 23 and 30 – off-site - complete analysis, follow up interviews as required, writing report

PLACE OF PERFORMANCE

- Weeks of June 25-July 22 2018: Off-site
- Week of July 9 2018: On-site at Mississippi Division of Medicaid 550 High Street, Suite 1000 | Jackson, MS 39201
- Weeks of July 16, 23, 30: Off-site

Project Name: MARS-E Annual Assessment		Posting ID#: 53355	
Project Start Date:	Week of 6/25/2018	Project End Date:	Week of 7/30/18
Milestone/Deliverable or Services Description			Cost
Milestone/Deliverable or Services 1: Privacy and Security Assessment Report – Year 2			\$ 64,000.00
Milestone/Deliverable or Services 2:			\$
Milestone/Deliverable or Services 3:			\$
Milestone/Deliverable or Services 4:			\$
Milestone/Deliverable or Services 5:			\$
Total Project Cost			\$ 64,000.00

A change order will be required for any modifications to the project (Including project scope/project cost). The change order must be created by Knowledge Services, based on the approved change order justification received by VENDOR (approved by AGENCY). The change order must be signed by AGENCY, VENDOR, and Knowledge Services prior to the vendor receiving clearance to move forward with the requested changes.

ACCEPTANCE CRITERIA

DOM will have ten working days to review/validate each deliverable and either notify Vendor of acceptance in writing or provide Vendor a detailed list of deficiencies that must be remedied prior to approval of the deliverable. In the event DOM notifies the Vendor of deficiencies the Vendor shall make necessary corrections within five working days unless DOM consents in writing to a longer period of time. DOM has five working days to review and accept or reject the corrected deliverable. If DOM deems the corrected deliverable(s) as not acceptable DOM reserves the right to terminate the SOW contract with selected vendor and payment for the unacceptable deliverable(s) will not be authorized. Deliverables can only be accepted by the CSIO or the Deputy Administrator of iTech.

OTHER REQUIREMENTS

(Any special requirements, such as security requirements (personnel with security clearance and what level, badges, etc.) should be described in this section of the Statement of Work. There should also be a description of any IT access restrictions/requirements or system downtime/maintenance if required)

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

Mississippi Department of Division of
Medicaid

[Handwritten Signature]

Authorized Signature

Drew Snyder

Printed Name

Executive Director

Title

June 21, 2018

Date

GuideSoft Inc., d/b/a Knowledge Services

Doreen DeLancy *approved by Katie Belange*

Authorized Signature

Doreen DeLancy approved by Katie Belange

Printed Name

Program Manager Corporate Counsel

Title

06/25/2018

Date

SLI Global Solutions

[Handwritten Signature]

Authorized Signature

Steven J Esposito

Printed Name

President & CEO

Title

June 21, 2018

Date