

Memorandum

To: Mississippi Government IT Directors and Purchasing Agents
From: David C. Johnson
Date: June 29, 2018 (updated June 12, 2023)
Re: Security Awareness Training Solution RFP No. 4034 Instructions for Use
CC: ITS Project File Number 42898, 47382

1. Introduction

RFP No. 4034 was issued for the acquisition of a hosted, web-based Security Awareness Training Solution. InfoSec Institute was awarded this project based upon an evaluation of proposals received in response to this RFP. A contract was executed on May 14, 2018, for a five-year term. An Amendment #1 was executed on May 2, 2023, effective through July 30, 2028. An Assignment of this Agreement was executed on June 10, 2023, to reflect the merger of InfoSec Institute, Inc. with Cengage Learning, Inc. DBA Infosec.

The State of Mississippi Enterprise Security Policy (ESP) requires each Mississippi state agency to implement a security awareness program for all agency employees; trusted partners; and individuals authorized to operate, manage, or use state of Mississippi (SOM) assets. Security awareness programs include training to help change user behavior through a series of short tutorials that educate users on how to improve their cybersecurity posture.

The ITS Enterprise Security Program is directed to implement enterprise technology solutions and security standards capable of improving the cybersecurity posture in the function of any agency, institution or function of state government as a whole. ITS has established the awarded security awareness training solution from RFP No. 4034 as the enterprise standard for Mississippi state agencies.

State agencies can visit our web page, <http://www.its.ms.gov/Services/Pages/Security-Training-Opportunities.aspx>, for more details about the enterprise security awareness training solution. State employees will need to use their State ID, which is the userid, to access MAGIC. Cengage Learning, Inc. DBA Infosec will provide implementation and accessibility instructions for all registered users, including governmental entities and IHLs.

1.2 Effective Dates
The Security Awareness Training Solution Award is valid from May 15, 2023 until July 30, 2028, or until revised or replaced.

1.2 Who May Use
The services on the attached price sheet may be acquired by any state agency or governmental entity in the State of Mississippi desiring to utilize a computer-based security awareness training solution. Any state agency or governmental entity choosing to use this award must follow these instructions for use even if the entity is not under ITS purview.

1.2.1 Any state agency or governmental entity can register for a demo account of Cengage Learning, Inc. DBA Infosec's awareness training solution to get more information about its functionality. Each entity should only create one demo account. After the account is created, additional administrators can be added. You can register for the account at the following link:
<https://securityiq.infosecinstitute.com/users/add>

2. **Product and Pricing Information**

2.1 The Cengage Learning, Inc. DBA Infosec price list is attached.

2.2 Mississippi governmental entities, including Institutions for Higher Learning (IHLs), using the solution will pay the per student (user seat) fee established by Cengage Learning, Inc. DBA Infosec to provide access to the solution for a training period of 12-months. Each 12-month training period begins July 1. Before each 12-month period (for the life of the contract), entities will have the opportunity to register or renew their access to the solution, and they will be able to adjust the total number of users that they will need for the next training period.

2.2.1 Mississippi governmental entities will be able to register for the solution after the 12-month training period begins; however, the additional user seats acquired will have no impact on the final per-student fee for that current training period.

2.3 The prices on the attached Appendix A are not-to-exceed prices that may be lowered through negotiations, but not raised.

2.4 For services rendered to local Mississippi governmental entities, including IHLs, Cengage Learning, Inc. DBA Infosec will invoice the local Mississippi governmental entity directly.

3. **Ordering Information**

3.1 Request Your Order

All Mississippi governmental entities and IHLs must request RFP No. 4034 orders directly with ITS. Orders should be emailed to information.security@its.ms.gov. If you have questions, please contact ITS Security Services Division at 601-432-8000.

3.2 Purchase Order & Payment

Mississippi state agencies will not issue purchase orders to Cengage Learning, Inc. DBA Infosec. ITS will submit a single purchase order to Cengage Learning, Inc. DBA Infosec for all state agencies. Cengage Learning, Inc. DBA Infosec will invoice ITS for all state agency services, and then ITS pay the invoice on behalf of the state agencies.

Other Mississippi governmental entities and IHLs must submit RFP No. 4034 purchase orders directly to Cengage Learning, Inc. DBA Infosec. Please reference RFP Number 4034 – Security Awareness Training Solution on your purchase order. All orders must be confirmed through ITS before submitting a purchase order to Cengage Learning, Inc. DBA Infosec. Cengage Learning, Inc. DBA Infosec will invoice all local Mississippi governmental entities directly and these entities will remit payment to Cengage Learning, Inc. DBA Infosec.

Contact Information	Place Order To	Remit To
Julie Schrank Office: 608-515-5504 E-mail: julie.schrank@cengage.com	InfoSec Institute – 7310 West North Ave. #4D Elmwood Park, IL 60707	Infosec PO Box 88194, Milwaukee, WI 53288- 8194

4. **Contract**

4.1 A Software as a Service Agreement for RFP No. 4034 was executed Cengage Learning, Inc. DBA Infosec and ITS on May 2, 2023. It is not necessary for the customer to negotiate a separate contract or supplement, but ITS encourages institutions to execute a supplement to the master contract with Cengage Learning, Inc. DBA Infosec, covering any specific terms and conditions related to a given project.

5. **What Goes in Your Purchase/Audit File**

- 5.1 A copy of this memorandum;
- 5.2 A copy of the attached Security Awareness Training Solutions Price List page showing the service being purchased; and
- 5.3 Any additional project-related documentation or justification.

6. **To Report Problems or Request Assistance**

- 6.1 If you have any problems with your RFP No. 4034 order, please contact ITS at information.security@its.ms.gov.
- 6.2 If you have any feedback that may help us improve this process, we also want to know about it. Please contact us in writing by e-mail.
- 6.3 If you have questions about using RFP No. 4034, please contact the ITS

Procurement Help Desk at (601) 432-8166.

Attachment: Security Awareness Training Solutions Price List for RFP No. 4034

**SECURITY AWARENESS TRAINING SOLUTIONS PRICE LIST FOR RFP
No. 4034
Prices Effective through July 30, 2028**

Description	Quantity Range	Cost Per Student	Cost Per Unit
One-Year Subscription to Awareness Solution	Unlimited	\$1.44	n/a

**SecurityIQ is priced on a per student seat per year basis at the above pricing levels for the State of Mississippi. There are no additional unit costs that apply.

**SecurityIQ includes a phishing simulator called PhishSim, which is offered for free to the State of Mississippi when purchasing awareness training at the above prices.