

EXHIBIT A-1
Statement of Work Template

STATEMENT OF WORK FOR A MILESTONE, DELIVERABLE OR SERVICE-BASED PROJECT
BETWEEN
PUBLIC EMPLOYEES' RETIREMENT SYSTEM OF MISSISSIPPI
AND
GUIDESOFT, INC., d/b/a KNOWLEDGE SERVICES
AND
LINEA SECURE

Project Overview

PERS of Mississippi (PERS) is seeking to obtain the services of a cybersecurity consulting firm to provide cybersecurity assessment, consulting and vCiso services, including review, guidance and assistance with implementation of CIS/NIST security standards, incident response and business continuity planning, and the continued development and management of our data and systems security strategy. The firm's consultant(s) will report to both the PERS Executive Director (ED) and Chief of Staff (CS), and work directly with our Chief Technology Office and Director of Security Operations and the PERS IT security team in the implementation of cyber security standards and IT security best practices.

Background

PERS continues to enhance its cybersecurity program as required by the ever-evolving cybersecurity landscape. Consultants with this project will provide guidance based on their in-depth and robust experience with implementation and documentation of standards, operational best practices, policies and plans as well as successful experience with IT security audits.

Scope of Work & Deliverables

PERS is seeking a 5-year contract for cViso cybersecurity consulting services to include:

- Providing leadership and resources to sustain and evolve the ongoing agency-wide culture and program of continuous security operations and practices.
- An initial assessment of the agency's security position, including IT security operations as well as line-of-business and investment operations.
- Based on the initial assessment, development of a multi-year Information Security Program that establishes a prioritized workplan of needed security enhancements for the entire organization.
- Strong initial focus on maturing the implementation of CIS/NIST standards with specific inclusion of public-pension-specific protocols.
- Complimentary focus on implementing security enhancements needed for line of business, investment management and other business areas
- Providing staff resources to work with the PERS team members to accomplish the priorities of the Information Security Program when needed.
- Regular updates/discussion meetings with the Senior Deputy, Administrative Services and the Executive Director. Periodic updates to the Board of Directors or others may be required.

- Annual updates to the Information Security Program to address accomplishments and changes that need to be addressed stemming from the ever-evolving work of cyber security.
- While included in the CIS/NIST standards some specific areas of focus should include third-party vendor risk management, security policy review, documentation to support compliance with standards, data classification, business continuity and incident response planning.

Environment / Other Requirements

- Pricing proposals for vCISO services should be based a flat monthly fee with the understanding that actual needs and activities may change over the course of the engagement based on the initial assessment, vulnerabilities identified, and/or PERS priorities. Vendor shall have the flexibility to accommodate these fluctuations as long as the overall work remains roughly within the estimated hours. PERS understands that a change order may be necessary if the requested work deviates by more than 10% of the estimated hours.
 - Year 1 – 60 hours/month
 - Years 2-5 - 25 hours/month
- External Penetration Testing is not included as part of the vCISO and consulting services and should not be priced. Instead, the Agency will seek pricing, in accordance with the State of Mississippi procurement rules, at the time these specific services are needed.
- Discussion of experience of services that uniquely qualifies the vendor to deliver these services to PERS of Mississippi.
- Please do not contact PERS staff during the services solicitation process. All questions should be directed to Knowledge Services.

Place of Performance

Work is primarily remote but the fee proposal should be inclusive of one two-day visit per quarter.

Period of Performance - Five year term

Acceptance Criteria

Milestones/Deliverables must be submitted for approval into the VMS dotStaff upon completion. Email, hand delivery, postal service submittals are considered incomplete.

PERS will have 10 working days to review/validate the 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. PERS reserves the right to take additional time to review submitted deliverables if it's in the best interest of the department to do so.

In the event PERS notifies the Vendor of deficiencies, the Vendor shall make necessary corrections within five working days unless PERS consents in writing to a longer period of time. PERS has 10 working days to review and accept or reject the corrected deliverable. If PERS deems the corrected deliverable(s) as not acceptable PERS reserves the right to terminate the SOW contract with selected vendor and payment for the unacceptable deliverable(s) will not be authorized. While this procedure allows a Vendor two opportunities to correct deliverable deficiencies, PERS, at its sole discretion, may choose to allow the Vendor an additional correction cycle if the deficiencies are not substantial or if it is in PERS best interest to do so.

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.

Project Name: ITS Procurement Services	Posting ID#: 125548
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State Agency: Public Employees' Retirement System

Vendor Name: Linea Secure

Estimated Project Start Date:

Estimated Project Completion Date:

Deliverable/Services Description	Cost
Year 1 – 12 monthly charges of \$17,288.00	\$207,456.00
Year 2 – 12 monthly charges of \$8,622.00	\$103,464.00
Year 3 – 12 monthly charges of \$8,773.70	\$105,284.00
Year 4 – 12 monthly charges of \$8,925.30	\$107,104.00
Year 5 – 12 monthly charges of \$9,082.30	\$108,988.00
Total Project Cost	\$632,296.30

Change Order Rate

Resource Role/Job Title	2025 Base Rate	2025 Travel Rate	2026 Base Rate	2026 Travel Rate	2027 Base Rate	2027 Travel Rate	2028 Base Rate	2028 Travel Rate
Cybersecurity Associate	\$150.00	\$231.00	\$155.00	\$236.00	\$160.00	\$241.00	\$165.00	\$246.00
Specialist/Implementation Lead/Training Lead	\$195.00	\$276.00	\$200.00	\$281.00	\$205.00	\$286.00	\$210.00	\$291.00
Cybersecurity Analyst	\$235.00	\$316.00	\$240.00	\$321.00	\$245.00	\$326.00	\$250.00	\$331.00
Senior Cybersecurity Analyst	\$260.00	\$341.00	\$265.00	\$346.00	\$270.00	\$351.00	\$275.00	\$356.00
Associate Principal Cybersecurity Consultant	\$270.00	\$351.00	\$275.00	\$356.00	\$280.00	\$361.00	\$285.00	\$366.00
Principal Cybersecurity Consultant	\$280.00	\$361.00	\$285.00	\$366.00	\$290.00	\$371.00	\$295.00	\$376.00
Sr Principal Cybersecurity Consultant/Director	\$290.00	\$371.00	\$300.00	381.00	\$305.00	\$386.00	\$310.00	\$391.00

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.

In the event of any inconsistencies between this Request for Services Work Order (Exhibit A-1) and the terms of the Master Services Agreement, the following order of precedence shall be:

1. Master Services Agreement; and
2. Request for Project Services Work Order (Exhibit A-1)

Until the contract is approved and fully executed, any actions you take in reliance of contract approval are at your own risk. Therefore, it may be unwise to expend funds or incur expenses in anticipation that contract negotiations will be successful, and a tendered contract will be approved.

All project milestones, deliverables, tasks, or other such project activities shall be entered and approved in the dotStaff VMS by the State. Vendor acknowledges and agrees that Knowledge Services' payment to the Vendor is contingent upon approval by the State and receipt of payment from the State by Knowledge Services. The State is solely responsible for approval and payment of all project activities, and Knowledge Services is not responsible or liable to Vendor for non-approval or non-payment by the State.

Agency Name



Authorized Signature

H. Ray Higgins, Jr.

Printed Name

Executive Director

Title

3/25/24

Date

Vendor Name Linea Secure, LLC



Authorized Signature

Peter A. Dewar

Printed Name

President

Title

3/12/2024

Date

Guidesoft Inc., d/b/a Knowledge Services -
Legal

Katie Belange

Authorized Signature

Katie Belange

Printed Name

General Counsel

Title

Mar 15, 2024

Date