

OFFICE OF CHIEF INFORMATION OFFICER
Summary of the State Board of Education Agenda Items
June 19, 2025

OFFICE OF TECHNOLOGY AND STRATEGIC SERVICES

06.E. Action: Modify the contract with Applied Enterprise Management Corporation to provide CEDS Generate Consulting Services [Goal 5 – MBE Strategic Plan]

Awarded Vendor: Applied Enterprise Management Corporation
 Herndon, Virginia

Scope of Project: The Mississippi Department of Education (MDE) Office of Technology and Strategic Services request a no-cost extension with Applied Enterprise Management Corporation (AEM). The MDE is requesting an extension of the “Priority” timeframe in the Deliverable/Services Description outline in the Request for Project Services Change Order for the remaining deliverables to align with the end of the SLDS grant period of September 30, 2027.

The deliverables remain unchanged, and the SLDS grant allows these activities to be completed within the grant timeframe with no impact to the quality of the deliverables. The requested extension will allow MDE to complete the grant deliverables by September 30, 2027.

Personnel associated with this contract are not former Department employees or related to any Department employees.

Scope of Contract:

- Term of Current Contract: July 1, 2023 – June 30, 2025
- Term of Modified Contract: July 1, 2023 – September 30, 2027
- Cost of Current Contract: \$592,679.10
- Modification Increase: \$0.00
- Total Cost of Modified Contract: \$592,679.10
- Method of Award: ITS Procurement

Funding Source: Federal Funds

This item references Goal 5 of the *Mississippi Board of Education Strategic Plan*.

Recommendation: Approval

Back-up material attached



Knowledge Services
State of Mississippi
Managed Service Provider
Request for Project Services Change Order 001

Project Name: CEDS Generate Consulting Services Project

State Agency: Mississippi Department of Education

Vendor Name: Applied Engineering Management (AEM)

Estimated Change Order Start Date: 04/04/25

Estimated Completion Date: 09/30/2027

Change Order Description: Extending services through September 30, 2027. This is a no cost adjustment change order. MDE is requesting an extension of the "Priority" timeframe in the Deliverables Services Description table below for the remaining deliverables to align with the end of the SLDS grand period: September 30, 2027. The deliverables remain unchanged, and the SLDS grant allows these activities to be completed within the grant timeframe with no impact to the quality of the deliverables. The additional time will accommodate MDE staffing issues: A lack of staffing resources on the MDE team and a disruption of planned Generate activities due to competing priorities of key staff members have contributed to a delay in the timeline for this project. MDE staff have been unable to provide adequate resources needed for the vendor to complete deliverables within the initial timeframe. The requested extension will allow MDE to complete the grant deliverables by September 30, 2027.

Deliverable/Services Description				Cost
Deliverable Task ID	(Deliverable/Milestone)	Cost	Priority	Remaining
1.1	ETL Checklist (FS160)	\$2,858.84	No later than September 2027	\$2,858.84
1.1	ETL Checklist (FS141)	\$1,677.92	No later than September 2027	\$1,677.92
1.1	ETL Checklist (FS099)	\$1,677.92	No later than September 2027	\$1,677.92
1.1	ETL Checklist (FS139)	\$2,858.84	No later than September 2027	\$2,858.84
1.1	ETL Checklist (FS137)	\$2,858.84	No later than September 2027	\$2,858.84
1.1	ETL Checklist (FS199)	\$2,858.84	No later than September 2027	\$2,858.84
1.1	ETL Checklist (FS208)	\$2,858.84	No later than September 2027	\$2,858.84
1.2	MSIS 2.0 Generate Documentation (FS160)	\$5,457.92	No later than September 2027	\$5,457.92
1.2	MSIS 2.0 Generate Documentation (FS141)	\$2,899.94	No later than September 2027	\$2,899.94
1.2	MSIS 2.0 Generate Documentation (FS139)	\$5,457.92	No later than September 2027	\$5,457.92
1.2	MSIS 2.0 Generate Documentation (FS137)	\$5,457.92	No later than September 2027	\$5,457.92



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Deliverable Task ID	(Deliverable/Milestone)	Cost	Priority	Remaining
1.2	MSIS 2.0 Generate Documentation (FS199)	\$5,457.92	No later than September 2027	\$5,457.92
1.2	MSIS 2.0 Generate Documentation (FS208)	\$5,457.92	No later than September 2027	\$5,457.92
2.1	Gap Analysis (FFY24)	\$20,128.28	No later than September 2027	\$20,128.28
2.2	Improvement Recommendation Report (FFY24)	\$16,468.60	No later than September 2027	\$16,468.60
1.1	ETL Checklist (FS200)	\$2,858.84	No later than September 2027	\$2,858.84
1.1	ETL Checklist (FS212)	\$2,858.84	No later than September 2027	\$2,858.84
1.1	ETL Checklist (FS131)	\$2,858.84	No later than September 2027	\$2,858.84
1.1	ETL Checklist (FS170)	\$2,858.84	No later than September 2027	\$2,858.84
1.1	ETL Checklist (FS125)	\$2,858.84	No later than September 2027	\$2,858.84
1.1	ETL Checklist (FS113)	\$2,858.84	No later than September 2027	\$2,858.84
1.1	ETL Checklist (FS181)	\$2,858.84	No later than September 2027	\$2,858.84
1.1	ETL Checklist (FS180)	\$2,858.84	No later than September 2027	\$2,858.84
1.1	ETL Checklist (FS127)	\$2,858.84	No later than September 2027	\$2,858.84
1.1	ETL Checklist (FS119)	\$2,858.84	No later than September 2027	\$2,858.84
1.1	ETL Checklist (FS201)	\$2,858.84	No later than September 2027	\$2,858.84
1.1	ETL Checklist (FS205)	\$2,858.84	No later than September 2027	\$2,858.84
1.1	ETL Checklist (FS202)	\$2,858.84	No later than September 2027	\$2,858.84
1.1	ETL Checklist (FS132)	\$2,858.84	No later than September 2027	\$2,858.84
1.1	ETL Checklist (FS193)	\$2,858.84	No later than September 2027	\$2,858.84
1.1	ETL Checklist (FS134)	\$2,858.84	No later than September 2027	\$2,858.84



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Deliverable Task ID	(Deliverable/Milestone)	Cost	Priority	Remaining
1.1	ETL Checklist (FS037)	\$2,858.84	No later than September 2027	\$2,858.84
1.1	ETL Checklist (FS211)	\$2,858.84	No later than September 2027	\$2,858.84
1.1	ETL Checklist (FS210)	\$2,858.84	No later than September 2027	\$2,858.84
1.2	MSIS 2.0 Generate Documentation (FS200)	\$5,457.92	No later than September 2027	\$5,457.92
1.2	MSIS 2.0 Generate Documentation (FS212)	\$5,457.92	No later than September 2027	\$5,457.92
1.2	MSIS 2.0 Generate Documentation (FS045)	\$5,457.92	No later than September 2027	\$5,457.92
1.2	MSIS 2.0 Generate Documentation (FS131)	\$5,457.92	No later than September 2027	\$5,457.92
1.2	MSIS 2.0 Generate Documentation (FS170)	\$5,457.92	No later than September 2027	\$5,457.92
1.2	MSIS 2.0 Generate Documentation (FS125)	\$5,457.92	No later than September 2027	\$5,457.92
1.2	MSIS 2.0 Generate Documentation (FS113)	\$5,457.92	No later than September 2027	\$5,457.92
1.2	MSIS 2.0 Generate Documentation (FS181)	\$5,457.92	No later than September 2027	\$5,457.92
1.2	MSIS 2.0 Generate Documentation (FS180)	\$5,457.92	No later than September 2027	\$5,457.92
1.2	MSIS 2.0 Generate Documentation (FS127)	\$5,457.92	No later than September 2027	\$5,457.92
1.2	MSIS 2.0 Generate Documentation (FS119)	\$5,457.92	No later than September 2027	\$5,457.92
1.2	MSIS 2.0 Generate Documentation (FS201)	\$5,457.92	No later than September 2027	\$5,457.92
1.2	MSIS 2.0 Generate Documentation (FS205)	\$5,457.92	No later than September 2027	\$5,457.92
1.2	MSIS 2.0 Generate Documentation FS202)	\$5,457.92	No later than September 2027	\$5,457.92
1.2	MSIS 2.0 Generate Documentation (FS206)	\$5,457.92	No later than September 2027	\$5,457.92
1.2	MSIS 2.0 Generate Documentation (FS132)	\$5,457.92	No later than September 2027	\$5,457.92
1.2	MSIS 2.0 Generate Documentation (FS193)	\$5,457.92	No later than September 2027	\$5,457.92



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Deliverable Task ID	(Deliverable/Milestone)	Cost	Priority	Remaining
1.2	MSIS 2.0 Generate Documentation (FS134)	\$5,457.92	No later than September 2027	\$5,457.92
1.2	MSIS 2.0 Generate Documentation (FS037)	\$5,457.92	No later than September 2027	\$5,457.92
1.2	MSIS 2.0 Generate Documentation (FS050)	\$5,457.92	No later than September 2027	\$5,457.92
1.2	MSIS 2.0 Generate Documentation (FS138)	\$5,457.92	No later than September 2027	\$5,457.92
1.2	MSIS 2.0 Generate Documentation (FS211)	\$5,457.92	No later than September 2027	\$5,457.92
1.2	MSIS 2.0 Generate Documentation (FS210)	\$5,457.92	No later than September 2027	\$5,457.92
1.2	MSIS 2.0 Generate Documentation (FS126)	\$5,457.92	No later than September 2027	\$5,457.92
1.2	MSIS 2.0 Generate Documentation (FS116)	\$5,457.92	No later than September 2027	\$5,457.92
2.1	Gap Analysis (FFY25)	\$20,128.28	No later than September 2027	\$20,128.28
2.2	Improvement Recommendation Report (FFY25)	\$16,468.60	No later than September 2027	\$16,468.60
TOTAL				\$311,799.30

In the event of any inconsistencies between this Request for Project Services Change Order 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 Change Order

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 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.

Authorization

Vendor Authorized Signature

Vendor Printed Name

Date



Knowledge Services
State of Mississippi
Managed Service Provider
Request for Project Services Change Order 001

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Agency Authorized Signature

Agency Printed Name

Date

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MSP Authorized Signature

MSP Printed Name

Date

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