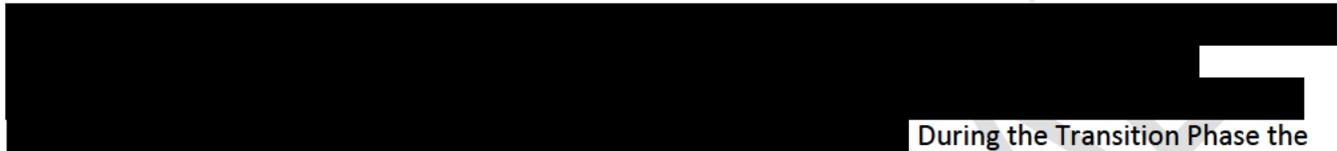


Phoenix Data Corporation built its pricing structure on current costs for operating the Document Center. In addition, the current COVID environment has presented cost escalation in all areas.



During the Transition Phase the PDC PM will work closely with netlogx in finalizing the Transition & Staffing Plan's for State approval. Transition and Turnover Responsibilities are listed in the tables below:

**PDC Transition Responsibilities**

Time Frame	Responsibility	Assigned To
By 11/11/22	Finalize Transition Plan and submit for FSSA approval	PM & netlogx
By 11/11/22	Finalize Staffing Plan and submit for FSSA approval	PM & Document Center Manager (DCM)
Upon FSSA Approval	Execute the approved Transition Plan	PM, DCM & Quality Analyst (QA)
By 11/11/22	Develop a comprehensive check list of all vendor start-up activities	PM, DCM & QA
Month 1	Finalize As IS and To Be Model of all changes from incumbent contract to new contract.	PM & netlogx
Month 1	Identify all open positions and work with PME to hire qualified staff	PM, DCM, PDC HR & PME
Month 1 & 2	Identify any new training required and train all staff on new training	PM, DCM, QA & netlogx
Month 1 & 2	Train all new staff on all required training prior to the end of transition period, provide documentation of all training completed to FSSA	PM, DCM & QA
Month 1	Prepare modifications to the operational procedures as appropriate to the State for approval based on contract changes	PM, DCM, QA & netlogx
Month 2	Submit modifications to the operational procedures as appropriate to the State for approval based on contract changes	PM
Month 2	Develop training for all staff based on all operational procedure changes after FSSA approval	PM, DCM, QA & netlogx
Weekly	Provide the State with regular transition status reports and updates and status of the start-up check list	PM & DCM
Per State Guidance, at least weekly	Schedule meetings to review plans and documentation requirements during the transition/phase-in period of this contract	PM
Per State Guidance, at least weekly	Conduct meetings to review plans and documentation requirements during the transition/phase-in period of this contract	PM & DCM

Because the change in standards and regulatory compliance requirements and additional contract changes, PDC has included costs for the implementation of these changes. [REDACTED]

[REDACTED]

- [REDACTED]
- [REDACTED]
- [REDACTED]

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