



**TELEPHONIC MEETING AGENDA**  
**Wednesday, November 3, 2021**  
**9:00 a.m.**

***\*This Meeting will be held via teleconference. Public access to the meeting will be provided telephonically. For access to the call, please send a request to [PPRB@dfa.ms.gov](mailto:PPRB@dfa.ms.gov)\****

- I. Call to Order
- II. Approval of Minutes from the September 9, 2021 Public Procurement Review Board Meeting
- III. Approval of Minutes from the October 6, 2021 Public Procurement Review Board Meeting
- IV. Approval of per diem and expenses for the November 3, 2021 meeting and for any additional expenses incurred prior to the December 1, 2021 meeting
- V. DFA Office of Purchasing, Travel and Fleet Management (OPTFM)
  - A. Consideration of State Agency Contracts for Board Action
    - 1. **Requesting Agency:** Mississippi Department of Transportation (MDOT)  
**Supplier:** McComb Diesel Inc.  
**Contract #:** 8200048985  
**Term:** 12/4/2019 through 11/30/2022  
**Total Value:** \$3,924,000.00  
**Summary of Request:** This is the second of four (4) possible twelve (12) month extensions. The contract was approved by PPRB on December 4, 2019. This contract is for 56,000 GVWR truck tractors and is available for use by MDOT, other state agencies, and governing authorities.  
  
**Staff Recommendation:** This request has been reviewed for compliance and has been determined to comply with all rules and regulations and legal requirements by DFA staff. Based on the information submitted, OPTFM recommends approval of this extension.
    - 2. **Requesting Agency:** Mississippi Department of Transportation (MDOT)  
**Suppliers:** Mattox Services, Compass Minerals America Inc.  
**Contract #:** 8900001740, 8900001741  
**Term:** 11/3/2021 through 9/30/2022

**Total Value:** \$690,000.00 (\$265,000.00, \$425,000.00)

**Summary of Request:** MDOT advertised for competitive sealed bids for the procurement of rock salt on September 9, 2021 and wishes to award to all vendors who met specifications. The contracts will have two (2) possible twelve (12) month extensions and will not exceed thirty-six (36) months.

**Staff Recommendation:** This request has been reviewed for compliance and has been determined to comply with all rules and regulations and legal requirements by DFA staff. Based on the information submitted, OPTFM recommends approval of the contracts.

**3. Requesting Agency:** Mississippi Department of Transportation (MDOT)

**Suppliers:** Deere & Company

**Contract #:** 8200054313

**Term:** 1/1/2021 through 12/31/2022

**Total Value:** \$610,000.00

**Summary of Request:** MDOT completed a reverse auction on October 8, 2020 for tractor rental in District II. The contract was not presented to PPRB as the value was under the dollar threshold requiring approval. MDOT is requesting a twelve (12) month extension with an increase that now meets the PPRB threshold for approval. This is the first of a possible four (4) twelve (12) month extensions. This extension has a Consumer Price Index increase which is allowed per the bid documents.

**Staff Recommendation:** This request has been reviewed for compliance and has been determined to comply with all rules and regulations and legal requirements by DFA staff. Based on the information submitted, OPTFM recommends approval of this contract extension.

**4. Requesting Agency:** University of Southern Mississippi (USM)

**Supplier:** C.A. Litzler Co., Inc.

**Contract #:** 8200059689

**Term:** One time purchase

**Total Value:** \$555,000.00

**Summary of Request:** USM solicited competitive sealed bids for the purchase of a reverse roll 3-roll coater and filmer for an Air Force research laboratory project. USM received one (1) response from the solicitation and wishes to award to C.A. Litzler Co.

**Staff Recommendation:** This request has been reviewed for compliance and has been determined to comply with all rules and regulations and legal requirements by DFA staff. Based on the information submitted, OPTFM recommends approval of this contract.

**B. OPTFM Staff Approvals Reported to the Board**

**C. OPTFM Sole Source Purchases Reported to the Board**

**D. OPTFM Emergency Purchases Reported to the Board**

## VI. DFA Bureau of Building, Grounds and Real Property Management (BOB/RPM)

### A. Consideration of BOB Contracts for Project Professionals

**NOTE:** Standard Operating Procedures established by the BOB in April 2004, require PPRB approval of fees in excess of \$250,000.00. The following Professionals were selected by interview by the Using Agency and Bureau of Building, et al, procedures. (Fees may or may not be anticipated to be beyond \$250,000.00; however, the Bureau of Building, et al, has established an interoffice procedure to bring RFP/RFQ selections to PPRB for approval or ratification.)

#### 1. Using Agency: Jackson State University

**Project Number:** GS# 103-309

**Title:** Stadium Feasibility Study

**Location:** Jackson, Mississippi

**Budget:** \$350,000.00

**Funding Sources:** Senate Bill 2971, Laws of 2021

**Professional Fee:** Lump Sum (estimated fees \$250,000.00)

**Professional:** Wier Boerner Allin Architecture, PLLC

**Scope:** The conceptual planning of a multi-purpose football stadium for the University. This effort would consist of programming to determine size, design, a potential location and probable cost. The selected design team will produce a minimum of two options to aid the University in making strategic decisions. A sports facility design consultant with technical knowledge and familiarity with legal and operational requirements is required. The selected firm will enter into a lump sum contract that will be inclusive of all work required to complete the study, including, but not limited to: professional fees, basic service and special consultant fees as well as all printing and reproduction of draft and final reports.

**Staff Recommendation:** This request has been reviewed for compliance and has been determined to comply with all rules and regulations and legal requirements by DFA staff. BOB has reviewed the documentation and recommends PPRB approval, contingent upon approval by the Institutions of Higher Learning Board and an executable contract.

#### 2. Using Agency: East Mississippi Community College

**Project Number:** GS# 204-085

**Title:** Preplan New Allied Health - GT

**Location:** Mayhew, Mississippi

**Budget:** \$300,000.00

**Funding Sources:** House Bill 1649, Laws of 2018

**Professional Fee:** C (estimated fees \$711,946.74)

**Professional:** Major Design Studio, PLLC, Columbus, Mississippi

**Scope:** Preplanning through design development phase of a new Allied Health Education Building at the Golden Triangle Campus to provide space for Allied Health and Nursing Programs including classrooms, training rooms, offices, and other administrative and support spaces. All applicable codes, including compliance with the Americans with Disabilities Act, will need to be addressed during the development process.

**Staff Recommendation:** This request has been reviewed for compliance and has been determined to comply with all rules and regulations and legal requirements by DFA staff. BOB has reviewed the documentation and recommends PPRB approval, contingent upon an executable contract.

**B. BOB Staff Approvals Reported to the Board**

**C. RPM New Leases**

**1. Requesting Agency: Mississippi Department of Corrections**

**Lease #:** 170-711-26A

**Lessor:** Carman Properties, LLC.

**Term:** 1-01-2022 thru 12-31-2026

**Total Yearly Cost:** \$11,400.00

**Cost PSF:** \$9.05 + Utilities & Janitorial

**Previous Cost PSF:** N/A

**Total Space per Occupant:** 210

**Federal Funds:** 0%

**Square Footage Proposed:** 1,260

**Previous Square Footage:** N/A

**Address of Property:** 1723 W. Quitman Street, Iuka, MS.

**Purpose of Lease:** This will be the Parole & Probation office for the Iuka/Tishomingo County area. This lease was advertised three times and only one (1) response was received.

**Note:** This is a five (5) year lease with no renewals.

**Staff Recommendation:** This request has been reviewed for compliance and has been determined to comply with all rules, regulations and legal requirements by DFA staff. RPM recommends the approval of this lease.

**2. Requesting Agency: Mississippi State Department of Health**

**Lease #:** 390-246-26A

**Lessor:** NJ Properties, LLC.

**Term:** 1-01-2022 thru 12-31-2026

**Total Yearly Cost:** \$59,796.00

**Cost PSF:** \$18.12 + Utilities & Janitorial

**Previous Cost PSF:** N/A

**Total Space per Occupant:** N/A

**Federal Funds:** 100%

**Square Footage Proposed:** 3,300

**Previous Square Footage:** N/A

**Address of Property:** 4046 Suzanne Drive, D'Iberville, MS.

**Purpose of Lease:** This will be the regional office for the Special Supplemental Nutrition Program for Women, Infants, and Children (WIC) certification program.

**Note:** This lease was advertised and one (1) response was received. This location was the WIC distribution center prior to this agreement. This is a five (5) year lease with no renewals.

**Staff Recommendation:** This request has been reviewed for compliance and has been determined to comply with all rules, regulations and legal requirements by DFA staff. RPM recommends the approval of this lease.

#### D. RPM Succeeding Leases

##### 1. Requesting Agency: Mississippi State Department of Health

**Lease #:** 390-452-26D

**Lessor:** Nehrus Properties, LLC.

**Term:** 12-15-2021 thru 12-14-2026

**Total Yearly Cost:** \$370,256.49

**Cost PSF:** \$13.19 Inclusive

**Previous Cost PSF:** \$13.19 Inclusive

**Total Space per Occupant:** 232

**Federal Funds:** 100%

**Square Footage Proposed:** 28,071

**Previous Square Footage:** 22,363

**Address of Property:** 715 S. Pear Orchard Road, Ridgeland, MS.

**Purpose of Lease:** There are presently seven (7) departments within MSDH working at this location - Tobacco Control, Chronic Illness, Injury and Violence Prevention, School Health, Community Health, Delta Health Collaborative, & Health Equity Program.

**Note:** This is a five (5) year lease with no renewals. MSDH asks PPRB for a waiver of Section 500.1 (1) of the State Leasing Manual that prohibits increasing space inside of six months prior to the lease expiration. The reason for the expansion is due to the addition of Covid-19 staff members with the responsibility to ensure the State reaches the underserved communities of color. Two grants were awarded to MSDH in order to accomplish this effort under the Office of Preventative Health and the Health Equity program.

**Staff Recommendation:** This request has been reviewed for compliance and upon granting with the waiver of the six month expansion limitation this lease will have complied with all rules, regulations and legal requirements by DFA staff. RPM recommends the approval of this lease.

##### 2. Requesting Agency: Mississippi Bureau of Narcotics

**Lease #:** 580-181-24A

**Lessor:** Doleac Building, LLC.

**Term:** 12-01-2021 thru 11-30-2024

**Total Yearly Cost:** \$75,000.00

**Cost PSF:** \$10.00 + Utilities & Janitorial

**Previous Cost PSF:** \$10.00 + Utilities & Janitorial

**Total Space per Occupant:** 500

**Federal Funds:** 0%

**Square Footage Proposed:** 7,500

**Previous Square Footage:** 7,500

**Address of Property:** 6606 Hwy 98 Suite 4, Hattiesburg, MS.

**Purpose of Lease:** This is the regional office for the Mississippi Bureau of Narcotics.

**Note:** This is a three (3) year lease with no renewals. MBN asks PPRB for a waiver of the Space Efficiency Allowance due to the fact the original contract was entered into before the new policy took effect.

**Staff Recommendation:** This request has been reviewed for compliance and upon granting of the waiver for the Space Efficiency Allowance this lease will have complied with all rules, regulations and legal requirements by DFA staff. RPM recommends the approval of this lease.

## **E. RPM Non-Competitive Leases**

### **1. Requesting Agency: Mississippi Forestry Commission**

**Lease #:** 330-412-23A

**Lessor:** Tupelo Aviation Unlimited

**Term:** 01-01-2022 thru 12-31-2023

**Total Yearly Cost:** \$1,560.00

**Cost PSF:** \$1.49 Inclusive

**Previous Cost PSF:** \$1.49 Inclusive

**Total Space per Occupant:** N/A

**Federal Funds:** 0%

**Square Footage Proposed:** 1,050

**Previous Square Footage:** 1,050

**Address of Property:** 105 Lemons Drive, Tupelo, MS.

**Purpose of Lease:** This is a hangar lease for the storage of a Forestry aircraft.

**Note:** This is a two (2) year lease with no renewal. Mississippi Forestry Commission asks PPRB for a waiver on the time limitation as written in the State Leasing manual under 300.9 (5) which limits hangar leases to an initial term of twelve (12) months. The extended lease is to the benefit of the State.

**Staff Recommendation:** This request has been reviewed for compliance and has been determined to comply with all rules, regulations and legal requirements by DFA staff. RPM recommends the approval of this lease.

## **F. RPM Amended Leases**

### **1. Requesting Agency: Mississippi Secretary of State**

**Lease #:** 775-251-23A

**Lessor:** Mattiace Office Company, LLC.

**Term:** 5-01-2022 thru 4-30-2023

**Total Yearly Cost:** \$437,638.81

**Cost PSF:** 13.93 Inclusive

**Previous Cost PSF:** 13.50 Inclusive

**Total Space per Occupant:** 327

**Federal Funds:** 0%

**Square Footage Proposed:** 31,417

**Previous Square Footage:** 31,417

**Address of Property:** 125 South Congress Street, Jackson, MS.

**Purpose of Lease:** This is the main office of the Secretary of State.

**Note:** This is a one (1) year renewal with one (1) additional (1) year option to renew available. The Mississippi Secretary of State's Office asks for a waiver on the Space Efficiency Allowance due to the original contract was signed prior to the policy taking effect.

**Staff Recommendation:** This request has been reviewed for compliance by DFA staff, and upon the granting of the waiver for the Space Efficiency Allowance MSOS will have complied with all rules, regulations and legal requirements. RPM recommends the approval of this amended lease.

## VII. DFA Office of Personal Service Contract Review (OPSCR)

### A. Petitions for Relief from Competitive Sealed Bidding

#### 1. **Requesting Agency:** Mississippi Department of Finance and Administration

**RFx Number:** 3180001560

**Procurement Request:** Request for Proposals

**Anticipated Term:** Four Years with One Optional One-Year Renewal

**Anticipated Contract Amount:** \$1,050,000.00

**Summary of Request:** The Agency is seeking to contract with one commercial property insurance brokerage firm to provide advisory services and acquire various types of insurance coverage including property, boiler and machinery, fine arts, inland marine, and other coverage as needed. The Agency contends the use of an Invitation for Bids (IFB) to procure this service is neither practicable nor advantageous because the marketplace will respond better to a solicitation in which a range of proposals can be provided. The Agency needs to hold discussions with the Offerors prior to awarding a contract to evaluate the relative ability of the Offerors to perform the service including the degrees of technical or professional experience or expertise. Evaluation factors in addition to price are needed to adequately evaluate responding vendors and the Agency may need to utilize Best and Final Offers. Pursuant to Miss. Code 31-7-403(4), the Agency has filed a Petition for Relief from the use of Competitive Sealed Bidding, and requests instead to use a Request for Proposals (RFP) as the procurement method. Offerors will be evaluated based on the following factors: Technical weighted at 35%, Management weighted at 25%, and Cost (Price) weighted at 40%.

**Staff Recommendation:** This request has been reviewed for compliance by OPSCR staff and complies with PPRB OPSCR Rules and Regulations and all legal requirements. OPSCR recommends granting the Agency's Petition for Relief from competitive sealed bidding requirements as allowed by Miss. Code Ann. § 31-7-403(4), and approval of the Agency's request to use a Request for Proposals as the procurement method.

#### 2. **Requesting Agency:** Mississippi Department of Marine Resources

**RFx Number:** 3180001549

**Procurement Request:** Request for Proposals

**Anticipated Term:** Four Years with One Optional One-Year Renewal

**Anticipated Contract Amount:** \$430,000.00

**Summary of Request:** The Agency is seeking to contract with one Contractor to create and enhance policies and procedures for the Beneficial Use Program, a statutorily created program

which helps eliminate the loss of sediment resources and manages designated marsh and habitat restoration sites where dredged sediment can be placed. The Agency contends the use of an Invitation for Bids (IFB) to procure this service is neither practicable nor advantageous because the Agency needs to receive and comparatively evaluate proposals outlining the Offerors' plans to develop these policies and procedures. Pursuant to Miss. Code 31-7-403(4), the Agency has filed a Petition for Relief from the use of Competitive Sealed Bidding, and requests instead to use a Request for Proposals (RFP) as the procurement method. Offerors will be evaluated based on the following factors: Technical weighted at 35%, Management weighted at 20%, and Cost weighted at 45%. Of the Cost factors, Price constitutes 35% and other Cost factors constitute 10%.

**Staff Recommendation:** This request has been reviewed for compliance by OPSCR staff and complies with PPRB OPSCR Rules and Regulations and all legal requirements. OPSCR recommends granting the Agency's Petition for Relief from competitive sealed bidding requirements as allowed by Miss. Code Ann. § 31-7-403(4), and approval of the Agency's request to use a Request for Proposals as the procurement method.

**3. Requesting Agency:** Mississippi Department of Education

**RFX Number:** 3180001544

**Procurement Request:** Request for Proposals

**Anticipated Term:** Two Years and Seven Months

**Anticipated Contract Amount:** \$300,000.00

**Summary of Request:** The Agency is seeking to contract with one Contractor to provide instructor led virtual training and coaching for staff members on the project management methodologies, Agile and Scrum. This training will focus on organizing teams, product delivery, and collaboration. The Agency contends the use of an Invitation for Bids (IFB) to procure this service is neither practicable nor advantageous because the Agency needs to comparatively evaluate the Offerors' capability, organizational structure, personnel, and technical ability to meet the requirements for the services. Pursuant to Miss. Code 31-7-403(4), the Agency has filed a Petition for Relief from the use of Competitive Sealed Bidding, and requests instead to use a Request for Proposals (RFP) as the procurement method. Offerors will be evaluated based on the following factors: Technical weighted at 35%, Management weighted at 25%, and Cost (Price) weighted at 40%.

**Staff Recommendation:** This request has been reviewed for compliance by OPSCR staff and complies with PPRB OPSCR Rules and Regulations and all legal requirements. OPSCR recommends granting the Agency's Petition for Relief from competitive sealed bidding requirements as allowed by Miss. Code Ann. § 31-7-403(4), and approval of the Agency's request to use a Request for Proposals as the procurement method.

**4. Requesting Agency:** Mississippi Department of Education

**RFX Number:** 3180001545

**Procurement Request:** Request for Proposals

**Anticipated Term:** Four Months, Eleven Days with Two Optional One-Year Renewals

**Anticipated Contract Amount:** \$6,249,000.00



**Summary of Request:** The Agency is seeking to contract with one Contractor to provide English Language Arts small group or one-on-one tutoring for students in kindergarten through grade 2 aimed at closing gaps caused by school closures and disruptions in the 2019-2020 and 2020-2021 school years. The Agency contends the use of an Invitation for Bids (IFB) to procure this service is neither practicable nor advantageous because the Agency needs to comparatively evaluate the vendors' capability, organizational structure, personnel, and technical ability to provide evidence and/or research-based tutorial services. Pursuant to Miss. Code 31-7-403(4), the Agency has filed a Petition for Relief from the use of Competitive Sealed Bidding, and requests instead to use a Request for Proposals (RFP) as the procurement method. Offerors will be evaluated based on the following factors: Technical weighted at 30%, Management weighted at 20%, Cost weighted at 45%, and Final Phase factors weighted at 5%. Of the Cost factors, Price constitutes 35% and other Cost factors constitute 10%. The Agency requests to score all Cost factors openly because evaluators will need to know the identity of the Offeror to evaluate assurances to perform, financial stability and strength, and whether the Offeror has the appropriate bonds.

**Staff Recommendation:** This request has been reviewed for compliance by OPSCR staff and complies with PPRB OPSCR Rules and Regulations and all legal requirements. OPSCR recommends granting the Agency's Petition for Relief from competitive sealed bidding requirements as allowed by Miss. Code Ann. § 31-7-403(4), and approval of the Agency's request to use a Request for Proposals as the procurement method.

**5. Requesting Agency:** Mississippi Department of Education

**RFx Number:** 3180001546

**Procurement Request:** Request for Proposals

**Anticipated Term:** Four Months, Eleven Days with Two Optional One-Year Renewals

**Anticipated Contract Amount:** \$6,249,000.00

**Summary of Request:** The Agency is seeking to contract with one Contractor to provide Mathematics small group or one-on-one tutoring for students in kindergarten through grade 2 aimed at closing gaps caused by school closures and disruptions in the 2019-2020 and 2020-2021 school years. The Agency contends the use of an Invitation for Bids (IFB) to procure this service is neither practicable nor advantageous because the Agency needs to comparatively evaluate the vendors' capability, organizational structure, personnel, and technical ability to provide evidence and/or research-based tutorial services. Pursuant to Miss. Code 31-7-403(4), the Agency has filed a Petition for Relief from the use of Competitive Sealed Bidding, and requests instead to use a Request for Proposals (RFP) as the procurement method. Offerors will be evaluated based on the following factors: Technical weighted at 30%, Management weighted at 20%, Cost weighted at 45%, and Final Phase factors weighted at 5%. Of the Cost factors, Price constitutes 35% and other Cost factors constitute 10%. The Agency requests to score all Cost factors openly because evaluators will need to know the identity of the Offeror to evaluate assurances to perform, financial stability and strength, and whether the Offeror has the appropriate bonds.

**Staff Recommendation:** This request has been reviewed for compliance by OPSCR staff and complies with PPRB OPSCR Rules and Regulations and all legal requirements. OPSCR

recommends granting the Agency's Petition for Relief from competitive sealed bidding requirements as allowed by Miss. Code Ann. § 31-7-403(4), and approval of the Agency's request to use a Request for Proposals as the procurement method.

**6. Requesting Agency:** Mississippi Department of Education

**RFx Number:** 3180001547

**Procurement Request:** Request for Proposals

**Anticipated Term:** Four Months, Eleven Days with Two Optional One-Year Renewals

**Anticipated Contract Amount:** \$6,249,000.00

**Summary of Request:** The Agency is seeking to contract with one Contractor to provide English Language Arts small group or one-on-one tutoring for students in grades 3 through 12 aimed at closing gaps caused by school closures and disruptions in the 2019-2020 and 2020-2021 school years. The Agency contends the use of an Invitation for Bids (IFB) to procure this service is neither practicable nor advantageous because the Agency needs to comparatively evaluate the vendors' capability, organizational structure, personnel, and technical ability to provide evidence and/or research-based tutorial services. Pursuant to Miss. Code 31-7-403(4), the Agency has filed a Petition for Relief from the use of Competitive Sealed Bidding, and requests instead to use a Request for Proposals (RFP) as the procurement method. Offerors will be evaluated based on the following factors: Technical weighted at 30%, Management weighted at 20%, Cost weighted at 45%, and Final Phase factors weighted at 5%. Of the Cost factors, Price constitutes 35% and other Cost factors constitute 10%. The Agency requests to score all Cost factors openly because evaluators will need to know the identity of the Offeror to evaluate assurances to perform, financial stability and strength, and whether the Offeror has the appropriate bonds.

**Staff Recommendation:** This request has been reviewed for compliance by OPSCR staff and complies with PPRB OPSCR Rules and Regulations and all legal requirements. OPSCR recommends granting the Agency's Petition for Relief from competitive sealed bidding requirements as allowed by Miss. Code Ann. § 31-7-403(4), and approval of the Agency's request to use a Request for Proposals as the procurement method.

**7. Requesting Agency:** Mississippi Department of Education

**RFx Number:** 3180001548

**Procurement Request:** Request for Proposals

**Anticipated Term:** Four Months, Eleven Days with Two Optional One-Year Renewals

**Anticipated Contract Amount:** \$6,249,000.00

**Summary of Request:** The Agency is seeking to contract with one Contractor to provide Mathematics small group or one-on-one tutoring for students in grades 3 through 12 aimed at closing gaps caused by school closures and disruption in the 2019-2020 and 2020-2021 school years. The Agency contends the use of an Invitation for Bids (IFB) to procure this service is neither practicable nor advantageous because the Agency needs to comparatively evaluate the vendors' capability, organizational structure, personnel, and technical ability to provide evidence and/or research-based tutorial services. Pursuant to Miss. Code 31-7-403(4), the Agency has filed a Petition for Relief from the use of Competitive Sealed Bidding, and requests instead to use a Request for Proposals (RFP) as the procurement method. Offerors will be evaluated based on the following factors: Technical weighted at 30%, Management weighted at 20%, Cost

weighted at 45%, and Final Phase factors weighted at 5%. Of the Cost factors, Price constitutes 35% and other Cost factors constitute 10%. The Agency requests to score all Cost factors openly because evaluators will need to know the identity of the Offeror to evaluate assurances to perform, financial stability and strength, and whether the Offeror has the appropriate bonds.

**Staff Recommendation:** This request has been reviewed for compliance by OPSCR staff and complies with PPRB OPSCR Rules and Regulations and all legal requirements. OPSCR recommends granting the Agency's Petition for Relief from competitive sealed bidding requirements as allowed by Miss. Code Ann. § 31-7-403(4), and approval of the Agency's request to use a Request for Proposals as the procurement method.

**8. Requesting Agency:** Mississippi Emergency Management Agency

**RFx Number:** 3180001543

**Procurement Request:** Request for Qualifications

**Anticipated Term:** One Year with Four Optional One-Year Renewals

**Anticipated Contract Amount:** \$7,000,000.00

**Summary of Request:** The Agency is seeking to contract with one Contractor to provide technical assistance in obtaining funding from and maintaining compliance with the requirements of the Federal Emergency Management Agency. The Agency contends the use of an Invitation for Bids (IFB) to procure this service is neither practicable nor advantageous because of the need to comparatively evaluate the experience of the Offerors. Pursuant to Miss. Code 31-7-403(4), the Agency has filed a Petition for Relief from the use of Competitive Sealed Bidding, and requests instead to use a Request for Qualifications (RFQ) as the procurement method. Offerors will be evaluated based on the following factors: Management weighted at 49% and Cost weighted at 51%. Of the Cost factors, Price constitutes 35% and other Cost factors constitute 16%.

**Staff Recommendation:** This request has been reviewed for compliance by OPSCR staff and complies with PPRB OPSCR Rules and Regulations and all legal requirements. OPSCR recommends granting the Agency's Petition for Relief from competitive sealed bidding requirements as allowed by Miss. Code Ann. § 31-7-403(4), and approval of the Agency's request to use a Request for Qualifications as the procurement method.

**B. Consideration of Contracts for Board Action**

**1. Requesting Agency:** Mississippi Division of Medicaid

**Supplier:** eQHealth Solutions, LLC

**Contract #:** 8200053059

**Term:** 12/01/2020-11/30/2022

**Total Value:** \$711,769.00

**Renewal  
\$361,144.00**

**Summary of Request:** The term of the original contract was one year with four optional one-year renewals. Amendment One has been submitted to exercise the first optional renewal. The Contractor provides a Utilization Management Program for Medical Imaging Services. The Contractor conducts prior authorization and repayment review of all claims for non-emergency, outpatient advanced medical imaging studies. Amendment One updates the Period of Performance and Cost of Services clauses. All other terms and conditions of the original contract remain the same.

**Staff Recommendation:** This request has been reviewed for compliance by OPSCR staff and complies with PPRB OPSCR Rules and Regulations and all legal requirements. OPSCR recommends approval of the contract renewal as requested.

**Projected Budget for Life of the Contract: \$1,861,516.00**

**2. Requesting Agency:** Mississippi Department of Education

**Supplier:** The National Center for the Improvement of Educational Assessment, Inc.

**Contract #:** 8200042426

**Term:** 11/07/2018-11/06/2022

**Total Value:** \$926,800.00

**Renewal  
\$238,600.00**

**Summary of Request:** The term of the original contract was one year with four optional one-year renewals. Modification Three has been submitted to exercise the third optional renewal allowed by the original contract. The Contractor provides a project manager for the Mississippi Technical Advisory Committee who gives guidance related to student assessment and accountability issues for the purpose of maintaining compliance with state law, federal law, and best practices. The Contractor was originally selected through a Request for Proposals (RFP). Modification Three updates the Introduction, Priority, Standard Terms and Conditions, Compensation and Financial Reports, and Budget Narrative clauses. All other terms and conditions of the original contract remain the same. Proof of the regulatory board's approval (Mississippi State Board of Education) must be received prior to processing this contract renewal. The board met on October 21, 2021 and approved this contract.

**Staff Recommendation:** This request has been reviewed for compliance by OPSCR staff and complies with PPRB OPSCR Rules and Regulations and all legal requirements. OPSCR recommends approval of the contract renewal as requested, contingent upon proof of regulatory board approval.

**Projected Budget for Life of the Contract: \$1,174,750.00**

**3. Requesting Agency:** Mississippi Department of Employment Security

**Supplier:** Universal Protection Service LLC dba Allied Universal Security Services

**Contract #:** 8200050398

**Term:** 05/01/2020-04/30/2024

**Total Value:** \$4,000,000.00

**Additional Funds  
\$2,500,000.00**

**Summary of Request:** The term of the contract is four years with one optional one-year renewal. The Contractor provides armed security guard services at the Agency's headquarters and four WIN job center locations. The Contractor is paid \$17.60 per hour per guard for regular guard services and \$24.00 per hour per guard for emergency guard services. Due to the COVID-19 pandemic, an unprecedented number of unemployment claims, and additional security concerns, the Agency has required more security services than originally anticipated. The Agency requests additional spending authority in the amount of \$2,500,000.00. The Agency has not submitted a contract amendment, as the original contract did not contain a not-to-exceed amount and the additional requested funding will be paid to the Contractor at the same unit prices as the original contract.

**Staff Recommendation:** This request has been reviewed for compliance by OPSCR staff and complies with PPRB OPSCR Rules and Regulations and all legal requirements. OPSCR recommends approval of the request for additional funding.

**Projected Budget for Life of the Contract: \$1,500,000.00**

**4. Requesting Agency:** East Mississippi State Hospital

**Supplier:** Dr. Kim Nagel

**Contract #:** 127899

**Term:** 11/01/21-10/31/23

**Total Value:** \$895,648.00

**New  
\$895,648.00**

**Summary of Request:** The term of the contract is two years with one optional one year renewal. Dr. Nagel is a Psychiatrist whom the Agency has retained as a contract worker. He will be paid \$200.00 per hour for personal services and an additional 7.65% for FICA. The Contract Worker was selected through a Request for Applications (RFA) with two respondents. Proof of the regulatory board's approval (Mississippi Board of Mental Health) must be received from the Agency prior to processing the contract. The board will meet on November 8, 2021.

**Staff Recommendation:** This request has been reviewed for compliance by OPSCR staff and complies with PPRB OPSCR Rules and Regulations and all legal requirements. OPSCR recommends approval of the contract as requested, contingent upon proof of regulatory board approval.

**Projected Budget for Life of the Contract: \$1,343,472.00**

**5. Requesting Agency:** Mississippi State Hospital

**Supplier:** Dr. Stephen LeBlanc

**Contract #:** 121891

**Term:** 08/19/2020-06/30/2024

**Total Value:** \$76,987.50

**Termination  
- \$422,405.06**

**Summary of Request:** The term of the original contract was approximately four years with one optional one-year renewal. The Agency seeks to terminate the contract for contract worker Dr. Stephen Leblanc who voluntarily submitted his resignation effective June 30, 2021, after providing medical services to the Agency for approximately one year.

**Staff Recommendation:** This request has been reviewed for compliance by OPSCR staff and complies with PPRB OPSCR Rules and Regulations and all legal requirements. OPSCR recommends approval of the contract termination as requested.

**Projected Budget for Life of the Contract: \$499,392.56**

**6. Requesting Agency:** Mississippi Department of Human Services

**Supplier:** Consilience Group, LLC

**Contract #:** 8200059799

**Term:** 11/08/2021-06/30/2022

**Total Value:** \$141,125.00

**New  
\$141,125.00**

**Summary of Request:** The term of the original contract is approximately nine months with one optional one-year renewal. The Contractor provides Agency-wide strategic planning services.

The Contractor was selected through an Invitation for Bids (IFB) with one respondent. The required Certificate of Insurance must be received prior to processing this contract for approval.

**Staff Recommendation:** This request has been reviewed for compliance by OPSCR staff and complies with PPRB OPSCR Rules and Regulations and all legal requirements. OPSCR recommends approval of the contract as requested, contingent upon receipt of the Certificate of Insurance.

**Projected Budget for Life of the Contract: Approximately \$330,000.00**

- C. **OPSCR Emergency Contracts Reported to the Board**
  - D. **OPSCR Sole Source Contracts Reported to the Board**
  - E. **OPSCR Staff Approvals Reported to the Board**
  - F. **Quarterly Report to the House of Representatives and Senate Committees on Accountability, Efficiency, and Transparency on Sole Source Contracts**
  - G. **Quarterly Report to the House of Representatives and Senate Committees on Accountability, Efficiency, and Transparency on Emergency Contracts**
- VIII. **Other Business**
- A. **Next Regular PPRB Meeting December 1, 2021 at 9:00 a.m.**
  - B. **OPSCR Training October 25, 2021**
- IX. **Adjournment**