



TELEPHONIC MEETING AGENDA
Wednesday, October 6, 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****

- I. **Call to Order**
- II. **Approval of Minutes from the September 1, 2021 Public Procurement Review Board Meeting**
- III. **Approval of per diem and expenses for the October 6, 2021 meeting and for any additional expenses incurred prior to the November 3, 2021 meeting**
- IV. **DFA Office of Purchasing, Travel and Fleet Management (OPTFM)**
 - A. **Consideration of Governing Authority Contracts for Board Action**
 - 1. **Requesting Governing Authority:** Neshoba County School District
Supplier: Apple Inc.
Term: One time purchase
Total Value: \$102,026.71
Summary of Request: Neshoba County School District was granted an exemption from reverse auction on June 2, 2021 for the purchase of Apple products. They advertised for competitive sealed bids and received one bid. They wish to award to Apple Inc.

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. **Consideration of State Agency Contracts for Board Action**
 - 1. **Requesting Agency:** Mississippi Department of Transportation (MDOT)
Supplier: Empire Truck Sales
Contract #: 8200054084
Term: 11/4/2020 through 10/31/2022
Total Value: \$18,204,900.00
Summary of Request: This is the first of four (4) possible twelve (12) month extensions. The

contract was approved by PPRB on November 4, 2020. This contract is for tandem axle cab and chassis trucks and is available for use by 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 these contracts.

C. **Master Lease Purchase Proposed Equipment Acquisitions**

1. **Requesting Agency:** Mississippi Department of Agriculture and Commerce (MDAC)

Master Lease Purchase: \$1,500,000.00

Term of Contract: Master Lease Purchase Series 2018A

Purchase Method: State Contract

Summary of Request: Pursuant to Miss. Code Ann. § 31-7-10, as amended, MDAC is requesting authority to amend a previously approved Master Lease Purchase Planning Form. The Planning Form was approved at the March 3, 2018 PPRB meeting. MDAC wishes to amend the Planning Form and use \$448,409.60 in unused funds to pay for vehicles. They will use the OPTFM State Vehicle Contract for the purchases. There will be no change in the amount of master lease funds requested.

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 by the Agency, OPTFM recommends approval of this amended equipment acquisition schedule.

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

Master Lease Purchase: \$2,575,000.00

Term of Contract: Master Lease Purchase Series 2021B

Purchase Method: TBD

Comments: Pursuant to Miss. Code Ann. § 31-7-10, as amended, MDOT is requesting authority to utilize the Master Lease Purchase Program to finance equipment and vehicles (schedule of equipment is attached). The equipment and vehicles will be purchased over the next five (5) years, after following normal purchasing procedures.

Staff Recommendation: Granting of authority to the Agency to proceed with participation in the next Master Lease Purchase Series to finance the proposed equipment.

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

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

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

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

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

B. RPM New Leases

1. Requesting Agency: Mississippi Department of Corrections

Lease #: 170-441-26A

Lessor: Raavi Properties, LLC.

Term: 11-01-2021 thru 10-31-2026

Total Yearly Cost: \$28,710.00

Cost PSF: \$11.00 + Utilities & Janitorial

Previous Cost PSF: \$10.00 + Utilities & Janitorial

Total Space per Occupant: 237

Federal Funds: 0%

Square Footage Proposed: 2,610

Previous Square Footage: 2,610

Address of Property: 222 Waverly Road, Columbus, MS.

Purpose of Lease: This will be the Parole & Probation office for the Columbus/Lowndes County area.

Note: This is a five year lease with two (2) five (5) year options to renew. Both options are at the same rate as the primary term of \$11.00 PSF + Utilities & Janitorial or \$28,710.00 per year. This lease was advertised and only one (1) response was received.

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.

C. RPM Non-Competitive Leases

1. Requesting Agency: Mississippi Development Authority

Lease #: 225-441-22A

Lessor: Tennessee-Tombigbee Waterway Authority

Term: 10-06-2021 thru 10-5-2022

Total Yearly Cost: \$6,000.00

Cost PSF: \$12.96 + Utilities & Janitorial

Previous Cost PSF: N/A

Total Space per Occupant: 200 sq. ft.

Federal Funds: 0%

Square Footage Proposed: 401

Previous Square Footage: N/A

Address of Property: 318 7th Street North, Suite A, Columbus, MS.

Purpose of Lease: The Mississippi Development Authority operates the Mississippi Procurement Technical Assistance Program (MPTAP). The purpose of the program is to provide technical assistance to Mississippi businesses by assisting them with obtaining and performing on federal, state, and local government contracts. This lease is for a MPTAP regional office located in northeast Mississippi.

Note: This is a one (1) 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 Department of Archives & History

Lease #: 060-902-27A

Lessor: Underground Vaults & Storage, Inc.

Term: 10-6-2021 thru 9-30-2027

Total Yearly Cost: \$8,000.00

Cost PSF: \$11.11 Inclusive

Previous Cost PSF: \$9.17 Inclusive

Total Space per Occupant: N/A

Federal Funds: 0%

Square Footage Proposed: 720

Previous Square Footage: 720

Address of Property: 3500 E. Ave. G, Hutchinson, KS.

Purpose of Lease: This is a permanent storage lease in a salt mine in Hutchinson, Kansas. The items stored here such as microfilm files are humidity sensitive and must be kept in a very dry environment. The salt mine storage provides that environment.

Note: This is a six (6) year lease with no renewals. MDAH asks PPRB for a waiver on the limitation for the duration of this storage lease as mentioned in 300.9 (6) of the State Leasing Manual. That limitation is one (1) year. An extended storage 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.

D. RPM Amended Leases

1. Requesting Agency: Mississippi Development Authority

Lease #: 225-251-22A

Lessor: Douglas, Inc.

Term: 12-01-2021 thru 11-30-2022

Total Yearly Cost: \$21,600.00

Cost PSF: \$4.40 Inclusive

Previous Cost PSF: \$4.40 Inclusive

Total Space per Occupant: N/A

Federal Funds: 0%

Square Footage Proposed: 4,909

Previous Square Footage: 4,909

Address of Property: 4225 Industrial Drive, Jackson, MS.

Purpose of Lease: This facility receives and stores tourism brochures and other advertising information that is eventually distributed throughout the State via Douglas Express Delivery.

Note: This is a one (1) 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 #: 390-531-26C

Lessor: J. Gregg Boring

Term: 10-01-2021 thru 09-30-2026

Total Yearly Cost: \$87,400.00

Cost PSF: \$19.00 + Utilities & Janitorial

Previous Cost PSF: \$19.00 Inclusive

Total Space per Occupant: N/A

Federal Funds: 0%

Square Footage Proposed: 4,600

Previous Square Footage: 4,600

Address of Property: 1203 Louisville Street, Starkville, MS.

Purpose of Lease: This will be the regional office for the WIC certification program. This lease was previously approved by PPRB on August 4th, 2021.

Note: This amendment corrects a typographical error made during the Lease Request process. The Lessee will be responsible for the Utilities & Janitorial expenses and not the Lessor.

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.

E. RPM Land Leases

1. Requesting Agency: Mississippi Department of Wildlife Fisheries & Parks

Lease #: 899-642-31A

Lessor: Simpson County School District

Term: 10-13-2021 thru 10-12-2031

Total Yearly Cost: \$1,800.00

Previous Yearly Cost: \$1,615.00

Total Acreage: 25

Federal Funds: 0%

Description of Property: 25 Acres, Section 16 Township 1N Range 5E SW4/SE4; SE4/SW4

Purpose of Lease: MDWFP uses this property as a recreational park and lake.

Note: This is a ten (10) 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.

VI. DFA Office of Personal Service Contract Review (OPSCR)

A. Consideration of Contracts for Board Action

1. **Requesting Agency:** Mississippi Department of Child Protection Services

Supplier: United Methodist Children's Home of Mississippi, LLC

Contract #: 8200051585

Term: 07/01/2020 - 06/30/2024

Total Value: \$12,729,375.00

Modification

\$1,231,875.00

Summary of Request: The term of the original contract was four years with one optional one-year renewal. The Contractor provides therapeutic group home services for children who have experienced a family crisis, abuse, neglect, or who are in danger of exploitation. Modification One has been submitted to add a federally funded supplemental payment rate to address increased costs associated with bringing the group home services into compliance with the requirements of the Family First Prevention Services Act (FFPSA), 42 U.S.C.A. §672(k)(4). The Agency requests an increase of spending authority in the amount of \$1,231,875.00. Modification One removes the Contract Renewal clause, updates the Availability of Funds clause, and changes several requirements to the Scope of Services to comply with federal regulations. All other terms and conditions of the original contract remain the same. The contract was originally awarded through a Request for Qualifications (RFQ), and processed in July 2020 under the March 14, 2020 Governor's Emergency Proclamation, the March 16, 2020 Executive Order No. 1458, and the June 15, 2020 DFA Emergency Declaration regarding the temporary suspension of the review and recommendation of July 2020 submissions for PPRB consideration and action. An updated Certificate of Insurance is required before the contract can be processed 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 modification as requested, contingent upon receipt of the updated Certificate of Insurance.

Projected Budget for Life of the Contract: \$14,371,875.00

2. **Requesting Agency:** Mississippi Department of Child Protection Services

Supplier: Rehabilitation Centers, Inc. d/b/a Millcreek of Pontotoc

Contract #: 8200051587

Term: 07/01/2020 - 06/30/2024

Total Value: \$19,801,250.00

Modification

\$1,916,250.00

Summary of Request: The term of the original contract was four years with one optional one-year renewal. The Contractor provides therapeutic group home services for children who have experienced a family crisis, abuse, neglect, or who are in danger of exploitation. Modification One has been submitted to add a federally funded supplemental payment rate to address increased costs associated with bringing the group home services into compliance with the requirements of the Family First Prevention Services Act (FFPSA), 42 U.S.C.A. §672(k)(4). The Agency requests an increase of spending authority in the amount of \$1,916,250.00. Modification One removes the Contract Renewal clause, updates the Availability of Funds clause, and changes several requirements to the Scope of Services to comply with federal regulations. All other terms and conditions of the original contract remain the same. The contract was originally

awarded through a Request for Qualifications (RFQ), and processed in July 2020 under the March 14, 2020 Governor's Emergency Proclamation, the March 16, 2020 Executive Order No. 1458, and the June 15, 2020 DFA Emergency Declaration regarding the temporary suspension of the review and recommendation of July 2020 submissions for PPRB consideration and action. An updated Certificate of Insurance is required before the contract can be processed 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 modification as requested, contingent upon receipt of the updated Certificate of Insurance.

Projected Budget for Life of the Contract: \$22,356,250.00

3. Requesting Agency: Mississippi Department of Child Protection Services

Supplier: Rehabilitation Centers, Inc. d/b/a Millcreek of Magee

Contract #: 8200051586

Term: 07/01/2020 - 06/30/2024

Total Value: \$14,143,750.00

Modification

\$1,368,750.00

Summary of Request: The term of the original contract was four years with one optional one-year renewal. The Contractor provides therapeutic group home services for children who have experienced a family crisis, abuse, neglect, or who are in danger of exploitation. Modification One has been submitted to add a federally funded supplemental payment rate to address increased costs associated with bringing the group home services into compliance with the requirements of the Family First Prevention Services Act (FFPSA), 42 U.S.C.A. §672(k)(4). The Agency requests an increase of spending authority in the amount of \$1,368,750.00. Modification One removes the Contract Renewal clause, updates the Availability of Funds clause, and changes several requirements to the Scope of Services to comply with federal regulations. All other terms and conditions of the original contract remain the same. The contract was originally awarded through a Request for Qualifications (RFQ), and processed in July 2020 under the March 14, 2020 Governor's Emergency Proclamation, the March 16, 2020 Executive Order No. 1458, and the June 15, 2020 DFA Emergency Declaration regarding the temporary suspension of the review and recommendation of July 2020 submissions for PPRB consideration and action.

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 modification as requested.

Projected Budget for Life of the Contract: \$15,968,750.00

4. Requesting Agency: Mississippi Department of Child Protection Services

Supplier: Hope Village for Children, Inc.

Contract #: 8200051565

Term: 07/01/2020 - 06/30/2024

Total Value: \$8,486,250.00

Modification

\$821,250.00

Summary of Request: The term of the original contract was four years with one optional one-year renewal. The Contractor provides therapeutic group home services for children who have

experienced a family crisis, abuse, neglect, or who are in danger of exploitation. Modification One has been submitted to add a federally funded supplemental payment rate to address increased costs associated with bringing the group home services into compliance with the requirements of the Family First Prevention Services Act (FFPSA), 42 U.S.C.A. §672(k)(4). The Agency requests an increase of spending authority in the amount of \$821,250.00. Modification One removes the Contract Renewal clause, updates the Availability of Funds clause, and changes several requirements to the Scope of Services to comply with federal regulations. All other terms and conditions of the original contract remain the same. The contract was originally awarded through a Request for Qualifications (RFQ), and processed in July 2020 under the March 14, 2020 Governor's Emergency Proclamation, the March 16, 2020 Executive Order No. 1458, and the June 15, 2020 DFA Emergency Declaration regarding the temporary suspension of the review and recommendation of July 2020 submissions for PPRB consideration and action.

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 modification as requested.

Projected Budget for Life of the Contract: \$9,581,250.00

5. Requesting Agency: Mississippi Department of Child Protection Services

Supplier: Southern Christian Services for Children and Youth, Inc.

Contract #: 8200051588

Term: 07/01/2020 - 06/30/2024

Total Value: \$3,111,650.00

**Modification
\$301,150.00**

Summary of Request: The term of the original contract was four years with one optional one-year renewal. The Contractor provides therapeutic group home services for children who have experienced a family crisis, abuse, neglect, or who are in danger of exploitation. Modification One has been submitted to add a federally funded supplemental payment rate to address increased costs associated with bringing the group home services into compliance with the requirements of the Family First Prevention Services Act (FFPSA), 42 U.S.C.A. §672(k)(4). The Agency requests an increase of spending authority in the amount of \$301,150.00. Modification One removes the Contract Renewal clause, updates the Availability of Funds clause, and changes several requirements to the Scope of Services to comply with federal regulations. All other terms and conditions of the original contract remain the same. The contract was originally awarded through a Request for Qualifications (RFQ), and processed in July 2020 under the March 14, 2020 Governor's Emergency Proclamation, the March 16, 2020 Executive Order No. 1458, and the June 15, 2020 DFA Emergency Declaration regarding the temporary suspension of the review and recommendation of July 2020 submissions for PPRB consideration and action.

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 modification as requested.

Projected Budget for Life of the Contract: \$3,513,125.00

6. Requesting Agency: Mississippi Department of Human Services

Supplier: Mississippi State University

Contract #: 8200059390

Term: 10/11/2021 - 09/30/2025

Total Value: \$4,997,699.00

New

\$4,997,699.00

Summary of Request: The term of the contract is three years, eleven months and twenty days with no optional renewals. The Contractor will develop early childhood care curriculum for childcare providers. The Contractor was selected pursuant to PPRB OPSCR Rules and Regulations Section 3-102.04 which allows agencies to contract directly with state entities without soliciting the private sector. The Agency Head determined that the services meet the Agency's requirements and the price represents a fair market value for the service.

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.

Projected Budget for Life of the Contract: \$4,997,699.00

7. Requesting Agency: Mississippi Department of Finance and Administration

Supplier: Waste Management of Mississippi, Inc.

Contract #: 8200036111

Term: 01/01/2018 - 12/31/2022

Total Value: \$507,757.80

Renewal

\$88,576.80

Summary of Request: The term of the original contract was three years with two optional one-year renewals. Modification Three has been submitted to exercise the second and last optional renewal allowed by the original contract. The Contractor provides solid waste collection and disposal services to the Capitol Complex in Jackson, MS; the State Service Center Buildings in Hattiesburg, MS; and the Eldon Langston Bolton Building in Biloxi, MS. The Agency is requesting an additional \$88,576.80 in spending authority. Modification Three Updates the Consideration and Notices 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: \$510,840.20

8. Requesting Agency: Mississippi State Hospital

Supplier: Cesco Linguistic Services, Inc.

Contract #: 8200058973

Term: 10/20/2021 - 10/20/2025

Total Value: \$256,000.00

New

\$256,000.00

Summary of Request: The term of the contract is four years with one optional one-year renewal. The Contractor will provide spoken language interpretation services for patients of the Agency. The Contractor will be paid a standard hourly rate of \$75.00, an after-hours rate of \$85.00, and holiday/weekend rate of \$95.00, for a total contract amount of \$256,000.00. The Contractor was selected through an Invitation for Bids with two respondents which resulted in the award of two contracts. Proof of the regulatory board's approval (Mississippi Board of Mental Health) must be

received from the Agency prior to processing the contract. This board met on September 16, 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 as requested contingent upon receipt of the required regulatory board's approval.

Projected Budget for Life of the Contract: \$320,000.00

9. Requesting Agency: Mississippi State Hospital

Supplier: Jackson LifeSigns, Inc.

Contract #: 8200058972

Term: 10/20/2021 - 10/20/2024

Total Value: \$130,000.00

New

\$130,000.00

Summary of Request: The term of the contract is four years with one optional one-year renewal. The Contractor will provide American Sign Language interpretation services for patients of the Agency. The Contractor will be paid a standard hourly rate of \$35.00 and an after-hours and holiday/weekend rate of \$50.00, for a total contract amount of \$130,000.00. The Contractor was selected through an Invitation for Bids with two respondents which resulted in the award of two contracts. Regulatory board (Mississippi Board of Mental Health) approval is not required where annual expense does not exceed \$50,000.00.

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.

Projected Budget for Life of the Contract: \$162,500.00

10. Requesting Agency: Ellisville State School

Supplier: Star Services, Inc. of Jackson

Contract #: 8200059153

Term: 10/06/2021 - 06/30/2022

Total Value: \$486,000.00

New

\$486,000.00

Summary of Request: The term of the contract is eight months and twenty-five days with four optional one-year renewals. The Contractor will provide a full service preventive maintenance program related to the Agency's heating, ventilation, and air conditioning (HVAC) systems. The Contractor will be paid \$486,000.00 for the term of the contract in monthly installments of \$54,000.00. The Contractor was selected through an Invitation for Bids with one respondent. Proof of the regulatory board's approval (Mississippi Board of Mental Health) must be received from the Agency prior to processing the contract. This board met on September 16, 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 as requested contingent upon receipt of the required regulatory board's approval.

Projected Budget for Life of the Contract: \$3,078,000.00

11. Requesting Agency: Mississippi Department of Public Safety

Supplier: Industrial Organizational Solutions, Inc.

Contract #: 8200036130

Term: 11/15/2017 - 11/14/2022

Total Value: \$1,031,300.00

Renewal

\$206,260.00

Summary of Request: The term of the original contract was one year with four optional one-year renewals. Modification Four exercises the fourth and last optional renewal allowed by the original contract and updates the insurance requirements. The Contractor creates and administers examinations and provides other services used in the Agency's employee promotion process for the MS Highway Safety Patrol. The Contractor was originally selected through a Request for Proposals.

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: \$1,031,300.00

- B. OPSCR Emergency Contracts Reported to the Board**
 - C. OPSCR Sole Source Contracts Reported to the Board**
 - D. OPSCR Staff Approvals Reported to the Board**
- VII. Other Business**
- A. Next Regular PPRB Meeting November 3, 2021 at 9:00 a.m.**
- VIII. Adjournment**