



MEETING AGENDA
Wednesday, March 7, 2018
9:00 a.m.

- I. **Call to Order**
- II. **Approval of Amended Minutes from January 3, 2018 Public Procurement Review Board Meeting**
- III. **Approval of Minutes from February 7, 2018 Public Procurement Review Board Meeting**
- IV. **Approval of per diem and expenses for the March 7, 2018 meeting and for any additional expenses incurred prior to the April 4, 2018 meeting**
- V. **DFA Office of Purchasing, Travel and Fleet Management (OPTFM)**

A. Petitions for Relief from Reverse Auction

1. Governing Authorities

On February 7, 2018, OPTFM requested that this Board delegate authority to OPTFM to grant exemptions to all governing authorities, on a case by case basis, to procurements begun after February 7, 2018, where the purchasing entity determines a reverse auction is not in the best interest of the State and submits a written request for exemption. OPTFM has received and approved exemption requests from the entities listed in the attached report.

Senate Bill 2674, which was passed by the House on February 23, 2018, and was sent to Governor, authorizes governing authorities to charge a fee or require the winning bidder to pay a fee to a third-party service provider for participation in a reverse auction. Accordingly, no further exemptions are sought by OPTFM on behalf of governing authorities.

2. State Agencies

- i. **Requesting Agency:** Mississippi Emergency Management Agency (MEMA)
Supplier: Unknown-N/A
Contract #: 3180000283
Term: Five (5) Years (05/31/2018 – 05/30/2023)

Total Value: \$250,000.00

Summary of Request: MEMA has requested an exemption from using the Reverse Auction process for emergency standby contracts for the supply of bags of ice to anywhere needed in the State of Mississippi during an emergency that requires the commodity due to tornados, hurricanes, floods, or other catastrophes. Due to unexpected location and the amount of ice needed from suppliers who can meet the need at the time of the emergency, MEMA awards the top three (3) suppliers with the lowest pricing based on multiple factors (cost of ice with pick up, ice with delivered rate per mile and per day, with fully operating refrigerated trailer cost per day, with fully operating refrigerated trailer cost per hour, with pallet charges per pallet). With so many pricing variables and awarding contracts to multiple suppliers, there is no feasible way to accomplish this in MAGIC by way of Reverse Auction. The competitive sealed bid process should be utilized to procure the food grade ice and is in the best interest of the State.

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 provided, OPTFM recommends approval of the exemption and the use of competitive sealed bidding for the procurement.

ii. **Requesting Agency:** Mississippi Emergency Management Agency (MEMA)

Supplier: Unknown-N/A

Contract #: 3180000284

Term: Five (5) Years (05/31/2018 – 05/30/2023)

Total Value: \$250,000.00

Summary of Request: MEMA has requested an exemption from using the Reverse Auction process for emergency standby contracts supplying bottled water to anywhere needed in the State of Mississippi during an emergency that requires the commodity due to tornados, hurricanes, floods, or other catastrophes. Due to unexpected location and amount of water needed from suppliers who can meet the need at the time of the emergency, MEMA awards the top three (3) suppliers with the lowest pricing based on multiple factors (cost of water with pick up, water with delivered rate per mile and per day, with trailer cost per day, with trailer cost per hour, with pallet charges per pallet). With so many pricing variables and awarding contracts to multiple suppliers, there is no feasible way to accomplish this in MAGIC by way of Reverse Auction. The competitive sealed bid process should be utilized to procure the bottled water and is in the best interest of the State.

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 provided, OPTFM recommends approval of the exemption and the use of competitive sealed bidding for the procurement.

iii. **Requesting Agency:** Mississippi State Department of Health (MSDH)

Supplier: Unknown-N/A

Contract #: 3180000301

Term: One (1) Year (03/08/2018 – 03/07/2019)

Total Value: \$2,500,000.00

Summary of Request: MSDH has submitted a Reverse Auction Exemption requesting an exemption from the Reverse Auction process for Bread for the Federal Women, Infants and Children (WIC) Supplemental Food Program. These items are furnished through a warehousing system consisting of approximately ninety (90) locations statewide with weekly deliveries to each location. MSDH is requesting the exemption because they advertised for a Reverse Auction and had only two bidders respond. In the past, only two bidders have participated because of the complexity of the program. Upon reviewing the packets submitted to prepare for the auction, MSDH determined that one supplier was nonresponsive. Since it is not advisable to conduct a Reverse Auction with only one supplier, MSDH requests to be able to use the competitive sealed bid 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. Based on the information submitted by the Agency, OPTFM recommends approval of the exemption and the use of competitive sealed bidding for this procurement.

B. Staff Approvals Reported to the Board

C. Master Lease Purchase Proposed Equipment Acquisitions

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

Master Lease Purchase: \$1,500,000

Term of Contract: Master Lease Purchase Series 2017C

Purchase Method: TBD

Comments: Pursuant to Miss. Code Ann. § 31-7-10, as amended, MDAC is requesting authority to utilize the Master Lease Purchase Program to finance IT equipment, vehicles and other equipment (schedule of equipment is attached). The IT equipment and other equipment will be purchased over the next three (3) years, after following normal purchasing procedures. Vehicles will not be purchased until FY 2019, because of the moratorium on vehicle purchases for FY 2018. Funding through the Master Lease will not be authorized to MDAC for the purchase of vehicles if another moratorium is passed for FY 2019 (SB 2777). MDAC has been notified of this and wishes to proceed with acquiring approval of the attached equipment acquisition schedule.

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. OPTFM recommends granting of authority to the agency to proceed with participation in the next Master Lease Purchase Series to finance the proposed equipment, contingent upon the vehicle purchasing moratorium ending.

D. Sole Source Objection Appeal

1. Requesting Agency: University of Mississippi Medical Center (UMMC)

Supplier: Andor Technology PLC

Contract #: 8800006155

Term: One (1) Year (01/23/2018 – 01/22/2019)

Total Value: \$76,632.00

Summary of Request: UMMC has submitted a sole source P-1 request to DFA/ OPT for the purchase of a confocal 3D imaging system and accessories that is produced by Andor Technology PLC. UMMC advertised the sole source purchase in the Clarion Ledger on 12/11/17 and 12/18/17 and set the deadline for protest and any correspondence for December 27, 2017 before 3:00pm in accordance with procurement guidelines for sole source acquisitions found in section (3.109.02) of State of Mississippi Procurement Manual. UMMC received an official notice of protest to the sole source acquisition via email on Wednesday, December 27th at 12:58pm from Hunt Optics & Imaging, Inc. UMMC is requesting approval from PPRB to proceed with this sole source purchase from Andor Technology PLC even though they received an objection to the sole source from Hunt Optics & Imaging, Inc. UMMC prepared and submitted to OPTFM a sole source objection appeal letter on January 18, 2017 outlining the reasons for the sole source request and why the objector's imaging system would not be compatible with the existing systems and does not fit the needs of the end user.

Staff Recommendation: In accordance with Section 3.109.02 of the Procurement Manual, the Agency has the burden of proving that the commodity is only provided by one (1) source. Upon review of the material submitted by UMMC, and the oral testimony of the objector and UMMC at the meeting, the Board should vote to either authorize the sole source procurement to proceed or require UMMC to submit the procurement to an advertised competitive bid or selection process.

E. Consideration of Contracts for Board Action

1. Requesting Agency: Mississippi Department of Transportation (MDOT)

Supplier: Cintas Corporation

Contract #: 8200036625

Term: Three (3) Years (03/07/2018 – 02/28/2021)

Total Value: \$1,110,000.00

Summary of Request: MDOT is requesting approval to lease uniforms using the current DFA OPTFM Cooperative Uniform Rental contract. The total amount of this contract will be \$1,110,000.00 and is based on the approximate total amount of one thousand ninety eight (1098) MDOT employees in Districts III, V, V and VII for the weekly rental of uniforms and the replacement cost of uniforms that become damaged due to job assignments.

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, we ask that the Board approve this contract.

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

Supplier: Compass Minerals America Inc., Mattox Feed Mill Inc., A & R Farm & Garden

Contract #: 8900000271, 8900000272, 8900000273

Term: One Year Extension (10/20/2016 – 06/30/2018)

Total Value: \$725,000.00

Summary of Request: MDOT competitively bid these rock salt contracts in 2016, and the total target value combined for all their contracts, was under \$500,000.00. MDOT has requested an increase that would put the target value over the \$500,000.00 threshold, which requires Board approval.

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, we ask that the Board approve this contract.

3. Requesting Agency: Mississippi State Department of Health (MSDH)

Supplier: Beckman Coulter, Incorporated

Contract #: 8200038047

Term: One (1) year 3/7/2018 -3/6/2018

Total Value: \$233,386.00

Summary of Request: MSDH has completed a sealed bid for the purchase of a Matrix Assisted Laser Time Flight Mass Spectrometer Instrument after receiving an exemption from the Reverse Auction process approved by PPRB on 2/7/2018. MSDH is requesting approval to award this contract to Beckman Coulter, Incorporated as the lowest and best bid meeting the required specifications. There were two responsive bids received and no protests.

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, we ask that the Board approve this contract.

4. Requesting Agency: Mississippi State Department of Health (MSDH)

Supplier: Dynex Technologies, Inc.

Contract #: 8200038060

Term: One (1) year 3/5/2018 – 3/4/2018

Total Value: \$69,728.65

Summary of Request: MSDH has completed a sealed bid for the purchase of an enzyme-linked immunosorbent assay processing system after receiving an exemption from the Reverse Auction process approved by PPRB on 2/7/2018. MSDH is requesting approval to award this contract to Dynex Technologies, Inc., as the lowest and best bid meeting the required specifications. There was one bid received and no protests.

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, we ask that the Board approve this contract.

F. OPTFM Director's Report

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

A. BOB Staff Approvals Reported to the Board

B. Consideration of Contracts for Board Action

1. Using Agency: Mississippi State Fair Commission

Project Number: GS# 343-115

Project Title: Fairgrounds Improvements – PH I

General Contractor: Fountain Construction Co., Inc., Jackson, MS

Construction Days from Notice to Proceed [Term]: 550 days

Total Value at Award: \$21,406,000.00

Project Scope: Fairgrounds improvements associated with the Coliseum including the new addition of the Trade Mart Building and improvements to the surrounding infrastructure associated with the Trade Mart (Mississippi Department of Agriculture and Commerce).

Note: This is the lowest of eight (8) bids received after taking base bid and all three (3) alternates which were within the funds available.

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 the execution of completed contracts.

2. Using Agency: East Mississippi State Hospital

Project Number: GS# 411-115

Project Title: Receiving Units Bldgs A2 and B

General Contractor: Thrash Commercial Contractors, Inc., Brandon, MS

Construction Days from Notice to Proceed [Term]: 500 days

Total Value at Award: \$16,079,000.00

Project Scope: Construction of the new Psychiatric Facilities Receiving Units A2 and B Buildings on the Meridian, Mississippi, campus of East Mississippi State Hospital (Mississippi Department of Mental Health).

Note: This is the lowest of five (5) bids received after taking base bid and four (4) of the five (5) alternates which were within the funds available.

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 the execution of completed contracts.

C. BOB Director's Report

D. RPM Leases with No Increase in Cost or Space

1. Requesting Agency: Mississippi Department of Employment Security

Lease #: 260-761-21A

Lessor: Delta Plaza, LLC 00718

Term: 04/01/2018 through 03/31/2021

Total Yearly Cost: \$137,750

Cost PSF: \$9.50 + Utilities and Janitorial

Federal Funds: 100%

Square Footage Proposed: 14,500 (600 storage)

Previous Square Footage: 14,500

Address of Property: 800 Martin Luther King, Suite C54, Greenville, MS

Purpose of Lease: WIN Job Center

Note: This is an extension of contract with the same terms and conditions.

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. RPM recommends the approval of this lease.

2. Requesting Agency: Mississippi Department of Employment Security

Lease #: 260-011-18A

Lessor: American Plan and Building, Inc. 01825

Term: 04/01/2018 through 09/31/2018

Total Yearly Cost: \$98,000

Cost PSF: \$14.00 + Utilities and Janitorial

Federal Funds: 100%

Square Footage Proposed: 7,000

Previous Square Footage: 7,000

Address of Property: 107 Colonel John Pitchford Parkway, Natchez, MS

Purpose of Lease: WIN Job Center

Note: This is an extension of contract with the same terms and conditions.

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. RPM recommends the approval of this lease.

3. Requesting Agency: Mississippi Forestry Commission

Lease #: 330-264-23A

Lessor: The Town of West, MS 07485

Term: 06/01/2018 through 05/31/2023

Total Yearly Cost: \$4,800

Cost PSF: \$1.68 + Utilities and Janitorial

Federal Funds: 0

Square Footage Proposed: 2,856

Previous Square Footage: 2,856

Address of Property: 114 Green Street, West, MS

Purpose of Lease: Forestry District Office

Note: This is an extension of contract with the same terms and conditions.

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. RPM recommends the approval of this lease.

4. Requesting Agency: Mississippi State Department of Health

Lease #: 390-741-20A

Lessor: D & B Investment, LLC

Term: 04/01/2018 through 09/30/2020

Total Yearly Cost: \$37,857

Cost PSF: \$11.95 + Utilities and Janitorial

Federal Funds: 100%

Square Footage Proposed: 3,168

Previous Square Footage: 3,168

Address of Property: 1732 Beulah Avenue, Tylertown, MS

Purpose of Lease: WIC Center

Note: The Mississippi State Department of Health requests for extensions through September 30, 2020, which is the anticipated date that the WIC Warehouse System will terminate in the State of Mississippi. The Mississippi Department of Health is requesting to amend Section 20 of the standard Lease to include an Addendum addressing the ability to terminate the lease sooner, should the WIC funding be terminated prior to September 30, 2020. (All Health WIC requests herein are in accordance with recent leases submitted by Health.) This is an extension of contract with the same terms and conditions.

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. RPM recommends the approval of this lease.

5. Requesting Agency: Mississippi Department of Rehabilitation Services

Lease #: 725-681-19A

Lessor: Dr. Ronald F. Robertson

Term: 07/01/2018 through 06/30/2019

Total Yearly Cost: \$9,000

Cost PSF: \$6.15 + Janitorial and Utilities.

Federal Funds: 80%

Square Footage Proposed: 1,460

Previous Square Footage: 1,460

Address of Property: 203 South Market St., Charleston, MS.

Purpose of Lease: The counselors utilizing this office see clients who are either physically handicapped, mentally handicapped, visually impaired or hearing impaired and who require specialized services to re-enter the competitive job market. These services include

evaluation, guidance and counseling, physical restoration, training, and job placement services.

Note: This is an extension of contract with the same terms and conditions

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. RPM recommends the approval of this lease.

6. Requesting Agency: Mississippi Department of Rehabilitation Services

Lease #: 725-731-28A

Lessor: Skinner & Ellis Properties, LLC 01611

Term: 06/01/2018 through 05/31/2028

Total Yearly Cost: \$24,369

Cost PSF: \$10.15 Janitorial and Utilities are included.

Federal Funds: 80%

Square Footage Proposed: 2,400

Previous Square Footage: 2,400

Address of Property: 814 Hwy. 348 New Albany, MS.

Purpose of Lease: The counselors utilizing this office see clients who are either physically handicapped, mentally handicapped, visually impaired or hearing impaired and who require specialized services to re-enter the competitive job market. These services include evaluation, guidance and counseling, physical restoration, training, and job placement services.

Note: This is an extension of contract with the same terms and conditions

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. RPM recommends the approval of this lease.

7. Requesting Agency: Mississippi Veterans Affairs Board

Lease #: 857-612-19B

Lessor: Storage Choice, Inc. 07197

Term: 04/01/2018 through 02/28/2019

Total Yearly Cost: \$1,080

Cost PSF: \$10.80

Federal Funds: 0%

Square Footage Proposed: 100

Previous Square Footage: 100

Address of Property: 177 Pruitt Lane, Pearl, MS

Purpose of Lease: Storage of personnel and patient records

Note: This is an extension of contract with the same terms and conditions.

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. RPM recommends the approval of this lease.

8. Requesting Agency: Mississippi Department of Finance and Administration

Lease #: 899-251-19C

Lessor: 455 North Lamar, LLC 07409

Term: 03/15/2018 through 09/14/2019

Total Yearly Cost: \$55,080

Cost per Space: \$45.00 per month

Federal Funds: 0%

Parking Spaces Proposed: 102

Address of Property: 455 North Lamar St., Jackson, MS 39201

Purpose of Lease: Parking for State workers.

Note: This is an extension of contract with the same terms and conditions. A modification to the lease states that a 180 day notice will be given to the Lessee by the Lessor if a contract for sale is entered into by the Lessor.

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. RPM recommends the approval of this lease.

9. Requesting Agency: Mississippi Department of Finance and Administration

Lease #: 899-251-19I

Lessor: Lamar Properties, Inc. 01446

Term: 07/01/2018 through 12/31/2019

Total Yearly Cost: \$76,800

Cost per Space: \$40.00 per month

Federal Funds: 0%

Parking Spaces Proposed: 160

Address of Property: Sun-N Sand Motel Hotel, Jackson, MS 39201

Purpose of Lease: Parking for State workers.

Note: This is an extension of contract with the same terms and conditions

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. RPM recommends the approval of this lease.

10. Requesting Agency: Mississippi Department of Finance and Administration

Lease #: 899-251-19A

Lessor: Angelo J. Dorizas & Family 00546

Term: 07/01/2018 through 12/31/2019

Total Yearly Cost: \$79,200

Cost per Space: \$40.00 per month

Federal Funds: 0%

Parking Spaces Proposed: 165

Address of Property: 255 George St., Jackson, MS 39201

Purpose of Lease: Parking for State workers.

Note: This is an extension of contract with the same terms and conditions

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. RPM recommends the approval of this lease.

E. RPM New Leases

1. **Requesting Agency:** Mississippi Department of Rehabilitation Services (MDRS)

Lease #: 725-431-33A

Lessor: Lincoln County Board of Supervisors 07525

Term: 04/01/2018 through 03/31/2033

Total Yearly Cost: \$81,367

Cost PSF: \$2.05 + Janitorial and Utilities

Federal Funds: 80%

Square Footage Proposed: 33,367

Address of Property: 934 Industrial Park Road, Brookhaven, MS.

Purpose of Lease: The counselors utilizing this office see clients who are either physically handicapped, mentally handicapped, visually impaired or hearing impaired and who require specialized services to re-enter the competitive job market. These services include evaluation, guidance and counseling, physical restoration, training, and job placement services.

Note: MDRS is asking for a waiver of advertisement because the Lessor is a governmental entity. The property is owned by the Lincoln County Board of Supervisors and services many of the county's constituents.

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. RPM recommends the approval of this lease with waiver.

2. **Requesting Agency:** Mississippi Department of Rehabilitation Services

Lease #: 725-501-23A

Lessor: Todd McKee 07524

Term: 04/01/2018 through 03/31/2023

Total Yearly Cost: \$25,800

Cost PSF: \$12.00 + Janitorial and Utilities

Federal Funds: 80%

Square Footage Proposed: 2,150

Address of Property: 90 Pilot Dr., Philadelphia, MS.

Purpose of Lease: The counselors utilizing this office see clients who are either physically handicapped, mentally handicapped, visually impaired or hearing impaired and who require specialized services to re-enter the competitive job market. These services include evaluation, guidance and counseling, physical restoration, training, and job placement services.

Note: Agency received two (2) responses from the RFP and selected the lowest bidder.

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. RPM recommends the approval of this lease.

F. RPM Farming Leases

- 1. Requesting Agency:** Mississippi Department of Wildlife, Fisheries and Parks (MDWFP)
 Black Prairie WMA- Farm 4135 (Lowndes County)
 Bid Date: February 13, 2018, 11:00:00 AM
 Acreage: 1,580±
 Lessee: Sweet Water Farms, Clay Mask-Owner
 Bid Amount: \$63,200.00
 Selection: Highest of two bids received.

Note: A check for the full rent was delivered to MDWFP for the year 2018 at the bid opening and will be held by MDWFP until PPRB approval of this lease. This request from the MDWFP includes a lease for one (1) year in duration for grain crop only, with four (4) options to renew by mutual agreement between the Lessee and Lessor, one year at a time, in writing by October 1st of the given year with payment for renewal term no later than December 1st of the given year.

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. The MDWFP Finance committee is satisfied with the results of the bid. Therefore, RPM recommends the approval of this lease.

- 2. Requesting Agency:** Mississippi Department of Corrections (MDOC)

Sunflower County

Tract		Winning Bidder	Acers	Bid per Acre	Total Bid Amount
21	All	C & B Farms	254	\$70.00	\$17,780
23	All	C & B Farms	269.3	\$70.18	\$18,900
25	All	C & B Farms	377.4	\$70.48	\$26,600

Note: This request is based on the recommendation from the Mississippi Department of Corrections and Mississippi State Penitentiary, Division of Agricultural Enterprises. MDOC requests PPRB approve the new leases from the bid opening of February 27, 2018.

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. RPM recommends approval of these leases.

G. RPM Director’s Report

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

A. Petitions for Relief from Competitive Sealed Bidding

B. Consideration of Contracts for Board Action

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

Supplier: Pace Analytical Services, LLC

Contract #: 8200037745

Term: 04/09/2018 – 12/31/2020

Total Value: \$600,000.00

New
\$600,000.00

Summary of Request: The contractor will provide laboratory testing of Mississippi drinking water to analyze samples from the public water system for contaminants. The term of the contract is two years, eight months, and twenty-three days with one optional one-year renewal. The contractor was selected through an RFP with five respondents. One respondent was rejected as non-responsive because the vendor submitted only one copy of its proposal, while the RFP required one original and three copies; and failed to submit the required Section 5 and Attachment A of the RFP with or without signature. As this RFP was issued on December 8, 2017, the procurement must comply with PSCRB Rules and Regulations (7/01/2016) while the resulting contract must comply with House Bill 1109 (2017 Regular Session) and the PSCRB Rules and Regulations.

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. OPSCR recommends approval of the contract as requested.

2. **Requesting Agency:** DMH-East Mississippi State Hospital

Supplier: Kim Nagel, M.D.

Contract #: 108305

Term: 03/10/2018 – 06/30/2020

Total Value: \$1,070,000.00

New
\$1,070,000.00

Summary of Request: Dr. Nagel is a contract worker who will provide professional psychiatric services. He will be paid \$200.00 per hour. The term of the contract is two years, three months, and twenty-one days with one optional two-year renewal. The contract worker was selected through an IFB with one respondent.

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. OPSCR recommends approval of the contract as requested.

3. **Requesting Agency:** Mississippi Development Authority

Supplier: Regions Bank (Seok Soon Cho d/b/a See Woo Corporation)

Contract #: 8200037754

Term: 04/01/2018 – 03/31/2021

Total Value: \$490,680.00

New
\$490,680.00

Summary of Request: The contractor will serve as the agency representative in the Republic of Korea, working on behalf of the State of Mississippi to expand investment

recruitment opportunities for the Korean market and enhance Mississippi's image in Korea for economic development purposes. The contractor will develop active prospect leads including companies or individuals that have verifiable potential and intention to begin or expand business operations in the United States. The contractor will identify, prioritize, cultivate, and solicit Korean companies that are interested in bringing automotive assembly, aerospace, energy, advanced manufacturing, and associated supply chain in related industries to the State of Mississippi. The term of the contract is three years with two optional one-year renewals. The contractor was selected through an RFP with one respondent. As this RFP was issued on December 8, 2017, the procurement must comply with the PSCRB Rules and Regulations (7/01/2016) while the resulting contract must comply with House Bill 1109 (2017 Regular Session) and the PSCRB Rules and Regulations.

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. OPSCR recommends approval of the contract as requested.

4. Requesting Agency: Mississippi Development Authority

Supplier: Horne, LLP

Contract #: 8200037756

Term: 04/01/2018 – 03/31/2021

Total Value: \$1,981,720.00

New

\$1,981,720.00

Summary of Request: The contractor will provide professional project management operations and staffing services for the Disaster Recovery Community Development Block Grant programs, which is related to Hurricane Katrina recovery. Duties include, but are not limited to, document control and management, information technology oversight and system development, training and outreach support, sub-grantee contract oversight, and engineering and construction management. The term of the contract is three years with two optional one-year renewals. The contractor was selected through an RFP with two respondents. One post-award vendor debriefing was requested and held. As this RFP was issued on December 8, 2017, the procurement must comply with the PSCRB Rules and Regulations (7/01/2016) while the resulting contract must comply with House Bill 1109 (2017 Regular Session) and PSCRB Rules and Regulations.

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. OPSCR recommends approval of the contract as requested.

C. Mississippi Department of Child Protection Services Contracts and Mississippi Department of Human Services Contracts Useful in Establishing and Operating DCPS for Fiscal Year 2018

Neither the Public Procurement Review Board nor OPSCR staff approves Mississippi Department of Child Protection Services (DCPS) contracts or Mississippi Department of Human Services (DHS) contracts useful in establishing and operating DCPS. These contracts are reported to the board for consideration of recommendations, but are not subject to OPSCR Rules and Regulations. The implementation of any board recommendations is at the discretion of DHS and/or DCPS. Pursuant to Miss. Code Ann. § 27-104-7(f), the board is not authorized

to disapprove any proposed personal service contracts for DCPS or DHS contracts that are useful in establishing and operating DCPS.

D. Emergency Contracts Reported to the Board for Fiscal Year 2018

Emergency contracts are reviewed by OPSCR staff for technical compliance upon the written request of the submitting agency. The OPSCR staff will process the contract in MAGIC upon receipt of the contract, and then conduct the requested review and notify the agency of any problems found during the requested review; however, it is the responsibility of the agency to correct any errors. If no written request for review is made by the submitting agency, OPSCR staff will process the contract in MAGIC upon receipt of same, and then conduct a review of the contract for internal auditing purposes. Emergency contracts are presented to the PPRB at its regular meeting and are included in the minutes of said meeting, but no action is required by the PPRB as to these contracts. Any approval in MAGIC or any other state system does not constitute approval of the emergency procurement by the PPRB and is done solely for processing purposes. This provision is not intended to prevent the PPRB from making a report under the statutory authority to audit or to take other action as deemed appropriate.

1. Requesting Agency: Mississippi Oil and Gas Board

Supplier: Black Jack Oil Company, Inc.

Contract #: 8400000770

Term: 01/10/2018 – 06/30/2018

Total Value: \$168,000.00

New

\$168,000.00

Summary of Request: The contractor provides well-plugging, clean-up, and restoration of the associated five well site locations for orphaned oil and fluid disposal wells in Adams and Madison Counties. The term of the contract is five months and twenty days with one optional 120-day renewal. The contractor was selected through emergency procurement procedures pursuant to Section 3-207 of the PSCRB Rules and Regulations, which states “[i]f the Agency Head... determines... that the delay incident to undertaking a competitive procurement would threaten the health or safety of any person, or the preservation or protection of property, then the Agency Head... may make an emergency procurement.” The agency states the emergency contract is necessary because of the environmental hazards of leaving the unused wells as they are, as the wells are deteriorating and are situated in close proximity to agricultural land and waterways in the case of the Adams County wells, and to residential real estate developments in Madison County.

E. Staff Approvals Reported to the Board

F. Director’s Report

1. Rules and Regulations

- a. Final Proposed Rules and Regulations – Redline
- b. Final Proposed Rules and Regulations – Clean

VIII. Legislative Update

IX. Adjournment