



**MEETING AGENDA**  
**Wednesday, October 2, 2019**  
**9:00 a.m.**

- I. **Call to Order**
- II. **Approval of Minutes from September 4, 2019 Public Procurement Review Board Meeting**
- III. **Approval of per diem and expenses for the October 2, 2019 meeting and for any additional expenses incurred prior to the November 6, 2019 meeting**
- IV. **DFA Office of Purchasing, Travel and Fleet Management (OPTFM)**
  - A. **Petitions for Relief from Reverse Auction**

- 1. **Governing Authorities**

- i. **Requesting Governing Authority:** Baldwyn School District

- Supplier:** Unknown

- Term:** 7/1/2020 through 6/30/2021

- Commodities:** E-Rate Category 2 Project

- Total Value:** \$123,000.00 estimated

- Summary of Request:** Baldwyn School District has requested an exemption from using the reverse auction process for the purchase of an E-Rate Category 2 project. E-rate is the commonly used name for the Schools and Libraries Program of the Universal Service Fund, which is administered by the Universal Service Administrative Company (USAC) under the direction of the Federal Communications Commission (FCC). They are requesting an exemption because of the overall complexity of the project, which will include both commodities and services. Vendors may make a primary bid and are able to send in an alternate equivalent bid. Vendors can bid on one or more items of the project or they may bid on the complete project. Because of the complexity of these projects, the District feels other evaluation factors may need to be considered, other than cost. The District feels that competitive sealed bidding should be utilized to procure the project.

**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 Governing Authority:** Clinton Public School District

**Supplier:** Unknown

**Term:** 7/1/2020 through 6/30/2021

**Commodities:** E-Rate Category 2 Project

**Total Value:** \$850,000.00 estimated

**Summary of Request:** Clinton Public School District has requested an exemption from using the reverse auction process for the purchase of an E-Rate Category 2 project. E-rate is the commonly used name for the Schools and Libraries Program of the Universal Service Fund, which is administered by the Universal Service Administrative Company (USAC) under the direction of the Federal Communications Commission (FCC). They are requesting an exemption because of the overall complexity of the project, which will include both commodities and services. Vendors may make a primary bid and are able to send in an alternate equivalent bid. Vendors can bid on one or more items of the project or they may bid on the complete project. Because of the complexity of these projects, the District feels other evaluation factors may need to be considered, other than cost. The District feels that competitive sealed bidding should be utilized to procure the project.

**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 Governing Authority:** Copiah County School District

**Supplier:** Unknown

**Term:** 7/1/2020 through 6/30/2021

**Commodities:** E-Rate Category 2 Project

**Total Value:** \$425,000.00 estimated

**Summary of Request:** Copiah County Schools has requested an exemption from using the reverse auction process for the purchase of an E-Rate Category 2 project. E-rate is the commonly used name for the Schools and Libraries Program of the Universal Service Fund, which is administered by the Universal Service Administrative Company (USAC) under the direction of the Federal Communications Commission (FCC). They are requesting an exemption because of the overall complexity of the project, which will include both commodities and services. Vendors may make a primary bid and are able to send in an alternate equivalent bid. Vendors can bid on one or more items of the project or they may bid on the complete project. Because of the complexity of these projects, the District feels other evaluation factors may need to be considered, other than cost. The District feels that competitive sealed bidding should be utilized to procure the project.

**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.

iv. **Requesting Governing Authority:** Greenville Public Schools

**Supplier:** Unknown

**Term:** 7/1/2020 through 6/30/2021

**Commodities:** E-Rate Category 2 Project

**Total Value:** \$615,000.00 estimated

**Summary of Request:** Greenville Public Schools has requested an exemption from using the reverse auction process for the purchase of an E-Rate Category 2 project. E-rate is the commonly used name for the Schools and Libraries Program of the Universal Service Fund, which is administered by the Universal Service Administrative Company (USAC) under the direction of the Federal Communications Commission (FCC). They are requesting an exemption because of the overall complexity of the project, which will include both commodities and services. Vendors may make a primary bid and are able to send in an alternate equivalent bid. Vendors can bid on one or more items of the project or they may bid on the complete project. Because of the complexity of these projects, the District feels other evaluation factors may need to be considered, other than cost. The District feels that competitive sealed bidding should be utilized to procure the project.

**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.

v. **Requesting Governing Authority** Jackson Hinds Library System

**Supplier:** Unknown

**Term:** 7/1/2020 through 6/30/2021

**Commodities:** E-Rate Category 2 Project

**Total Value:** \$575,000.00 estimated

**Summary of Request:** Jackson Hinds Library System has requested an exemption from using the reverse auction process for the purchase of an E-Rate Category 2 project. E-rate is the commonly used name for the Schools and Libraries Program of the Universal Service Fund, which is administered by the Universal Service Administrative Company (USAC) under the direction of the Federal Communications Commission (FCC). They are requesting an exemption because of the overall complexity of the project, which will include both commodities and services. Vendors may make a primary bid and are able to send in an alternate equivalent bid. Vendors can bid on one or more items of the project or they may bid on the complete project. Because of the complexity of these projects, the Library System feels other evaluation factors may need to be considered, other than cost. The Library System feels that competitive sealed bidding should be utilized to procure the project.

**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.

vi. **Requesting Governing Authority:** Jefferson Davis County School District

**Supplier:** Unknown

**Term:** 7/1/2020 through 6/30/2021

**Commodities:** E-Rate Category 2 Project

**Total Value:** \$225,000.00 estimated

**Summary of Request:** Jefferson Davis County School District has requested an exemption from using the reverse auction process for the purchase of an E-Rate Category 2 project. E-rate is the commonly used name for the Schools and Libraries Program of the Universal

Service Fund, which is administered by the Universal Service Administrative Company (USAC) under the direction of the Federal Communications Commission (FCC). They are requesting an exemption because of the overall complexity of the project, which will include both commodities and services. Vendors may make a primary bid and are able to send in an alternate equivalent bid. Vendors can bid on one or more items of the project or they may bid on the complete project. Because of the complexity of these projects, the District feels other evaluation factors may need to be considered, other than cost. The District feels that competitive sealed bidding should be utilized to procure the project.

**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.

**vii. Requesting Governing Authority:** Lauderdale County School District

**Supplier:** Unknown

**Term:** 7/1/2020 through 6/30/2021

**Commodities:** E-Rate Category 2 Project

**Total Value:** \$305,000.00 estimated

**Summary of Request:** Lauderdale County School District has requested an exemption from using the reverse auction process for the purchase of an E-Rate Category 2 project. E-rate is the commonly used name for the Schools and Libraries Program of the Universal Service Fund, which is administered by the Universal Service Administrative Company (USAC) under the direction of the Federal Communications Commission (FCC). They are requesting an exemption because of the overall complexity of the project, which will include both commodities and services. Vendors may make a primary bid and are able to send in an alternate equivalent bid. Vendors can bid on one or more items of the project or they may bid on the complete project. Because of the complexity of these projects, the District feels other evaluation factors may need to be considered, other than cost. The District feels that competitive sealed bidding should be utilized to procure the project.

**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.

**viii. Requesting Governing Authority:** Marshall County School District

**Supplier:** Unknown

**Term:** 7/1/2020 through 6/30/2021

**Commodities:** E-Rate Category 2 Project

**Total Value:** \$480,000.00 estimated

**Summary of Request:** Marshall County School District has requested an exemption from using the reverse auction process for the purchase of an E-Rate Category 2 project. E-rate is the commonly used name for the Schools and Libraries Program of the Universal Service Fund, which is administered by the Universal Service Administrative Company (USAC) under the direction of the Federal Communications Commission (FCC). They are requesting an exemption because of the overall complexity of the project, which will include both commodities and services. Vendors may make a primary bid and are able to send in an alternate equivalent

bid. Vendors can bid on one or more items of the project or they may bid on the complete project. Because of the complexity of these projects, the District feels other evaluation factors may need to be considered, other than cost. The District feels that competitive sealed bidding should be utilized to procure the project.

**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.

**ix. Requesting Governing Authority:** North Tippah School District

**Supplier:** Unknown

**Term:** 7/1/2020 through 6/30/2021

**Commodities:** E-Rate Category 2 Project

**Total Value:** \$206,000.00 estimated

**Summary of Request:** North Tippah School District has requested an exemption from using the reverse auction process for the purchase of an E-Rate Category 2 project. E-rate is the commonly used name for the Schools and Libraries Program of the Universal Service Fund, which is administered by the Universal Service Administrative Company (USAC) under the direction of the Federal Communications Commission (FCC). They are requesting an exemption because of the overall complexity of the project, which will include both commodities and services. Vendors may make a primary bid and are able to send in an alternate equivalent bid. Vendors can bid on one or more items of the project or they may bid on the complete project. Because of the complexity of these projects, the District feels other evaluation factors may need to be considered, other than cost. The District feels that competitive sealed bidding should be utilized to procure the project.

**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.

**x. Requesting Governing Authority:** Petal School District

**Supplier:** Unknown

**Term:** 7/1/2020 through 6/30/2021

**Commodities:** E-Rate Category 2 Project

**Total Value:** \$665,000.00 estimated

**Summary of Request:** Petal School District has requested an exemption from using the reverse auction process for the purchase of an E-Rate Category 2 project. E-rate is the commonly used name for the Schools and Libraries Program of the Universal Service Fund, which is administered by the Universal Service Administrative Company (USAC) under the direction of the Federal Communications Commission (FCC). They are requesting an exemption because of the overall complexity of the project, which will include commodities and services. Vendors may make a primary bid and are able to send in an alternate equivalent bid. Vendors can bid on one or more items of the project or they may bid on the complete project. Because of the complexity of these projects, the District feels other evaluation factors may need to be considered, other than cost. The District feels that competitive sealed bidding should be utilized to procure the project.

**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.

**xi. Requesting Governing Authority:** Scott County School District

**Supplier:** Unknown

**Term:** 7/1/2020 through 6/30/2021

**Commodities:** E-Rate Category 2 Project

**Total Value:** \$660,000.00 estimated

**Summary of Request:** Scott County School District has requested an exemption from using the reverse auction process for the purchase of an E-Rate Category 2 project. E-rate is the commonly used name for the Schools and Libraries Program of the Universal Service Fund, which is administered by the Universal Service Administrative Company (USAC) under the direction of the Federal Communications Commission (FCC). They are requesting an exemption because of the overall complexity of the project, which will include both commodities and services. Vendors may make a primary bid and are able to send in an alternate equivalent bid. Vendors can bid on one or more items of the project or they may bid on the complete project. Because of the complexity of these projects, the District feels other evaluation factors may need to be considered, other than cost. The District feels that competitive sealed bidding should be utilized to procure the project.

**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.

**xii. Requesting Governing Authority:** Sunflower County Consolidated School District

**Supplier:** Unknown

**Term:** 7/1/2020 through 6/30/2021

**Commodities:** E-Rate Category 2 Project

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

**Summary of Request:** Sunflower County Consolidated School District has requested an exemption from using the reverse auction process for the purchase of an E-Rate Category 2 project. E-rate is the commonly used name for the Schools and Libraries Program of the Universal Service Fund, which is administered by the Universal Service Administrative Company (USAC) under the direction of the Federal Communications Commission (FCC). They are requesting an exemption because of the overall complexity of the project, which will include both commodities and services. Vendors may make a primary bid and are able to send in an alternate equivalent bid. Vendors can bid on one or more items of the project or they may bid on the complete project. Because of the complexity of these projects, the District feels other evaluation factors may need to be considered, other than cost. The District feels that competitive sealed bidding should be utilized to procure the project.

**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.

**xiii. Requesting Governing Authority:** Tunica County School District

**Supplier:** Unknown

**Term:** 7/1/2020 through 6/30/2021

**Commodities:** E-Rate Category 2 Project

**Total Value:** \$330,000.00 estimated

**Summary of Request:** Tunica County School District has requested an exemption from using the reverse auction process for the purchase of an E-Rate Category 2 project. E-rate is the commonly used name for the Schools and Libraries Program of the Universal Service Fund, which is administered by the Universal Service Administrative Company (USAC) under the direction of the Federal Communications Commission (FCC). They are requesting an exemption because of the overall complexity of the project, which will include both commodities and services. Vendors may make a primary bid and are able to send in an alternate equivalent bid. Vendors can bid on one or more items of the project or they may bid on the complete project. Because of the complexity of these projects, the District feels other evaluation factors may need to be considered, other than cost. The District feels that competitive sealed bidding should be utilized to procure the project.

**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.

**xiv. Requesting Governing Authority:** West Bolivar Consolidated School District

**Supplier:** Unknown

**Term:** 7/1/2020 through 6/30/2021

**Commodities:** E-Rate Category 2 Project

**Total Value:** \$210,000.00 estimated

**Summary of Request:** West Bolivar Consolidated School District has requested an exemption from using the reverse auction process for the purchase of an E-Rate Category 2 project. E-rate is the commonly used name for the Schools and Libraries Program of the Universal Service Fund, which is administered by the Universal Service Administrative Company (USAC) under the direction of the Federal Communications Commission (FCC). They are requesting an exemption because of the overall complexity of the project, which will include both commodities and services. Vendors may make a primary bid and are able to send in an alternate equivalent bid. Vendors can bid on one or more items of the project or they may bid on the complete project. Because of the complexity of these projects, the District feels other evaluation factors may need to be considered, other than cost. The District feels that competitive sealed bidding should be utilized to procure the project.

**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.

**xv. Requesting Governing Authority:** City of Brandon

**Supplier:** Unknown

**Term:** 12 months

**Commodities:** Sewer Pipe

**Total Value:** \$50,000.00 estimated

**Summary of Request:** City of Brandon has requested an exemption from using the reverse auction process for the purchase of sewer pipe. The City is requesting an exemption because they wish to make multiple awards. The City feels that the competitive sealed bidding process should be utilized to procure the items.

**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.

**xvi. Requesting Governing Authority:** City of Brandon

**Supplier:** Unknown

**Term:** 12 months

**Commodities:** Polypropylene Resin Pipe

**Total Value:** \$50,000.00 estimated

**Summary of Request:** City of Brandon has requested an exemption from using the reverse auction process for the purchase of polypropylene resin pipe. The City is requesting an exemption because they wish to make multiple awards. The City feels that the competitive sealed bidding process should be utilized to procure the items.

**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.

**xvii. Requesting Governing Authority:** City of Brandon

**Supplier:** Unknown

**Term:** 12 months

**Commodities:** Concrete Pipe

**Total Value:** \$50,000.00 estimated

**Summary of Request:** City of Brandon has requested an exemption from using the reverse auction process for the purchase of concrete pipe. The City is requesting an exemption because they wish to make multiple awards. The City feels that the competitive sealed bidding process should be utilized to procure the items.

**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.

**xviii. Requesting Governing Authority:** City of Brandon

**Supplier:** Unknown

**Term:** 12 months



**Commodities:** Chlorine/Fluoride

**Total Value:** \$50,000.00 estimated

**Summary of Request:** City of Brandon has requested an exemption from using the reverse auction process for the purchase of chlorine and fluoride. The City is requesting an exemption because they wish to make multiple awards. The City feels that the competitive sealed bidding process should be utilized to procure the items.

**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.

**xix. Requesting Governing Authority:** City of Brandon

**Supplier:** Unknown

**Term:** FY'20

**Commodities:** C900 Water Pipe

**Total Value:** \$50,000.00 estimated

**Summary of Request:** City of Brandon has requested an exemption from using the reverse auction process for the purchase of water pipe. The City is requesting an exemption because they wish to make multiple awards. The City feels that the competitive sealed bidding process should be utilized to procure the items.

**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.

**xx. Requesting Governing Authority:** Monroe County

**Supplier:** Unknown

**Term:** 11/1/2019 through 10/31/2021

**Commodities:** Asphalt

**Total Value:** \$2,200,000.00 estimated

**Summary of Request:** Monroe County has requested an exemption from using the reverse auction process for the purchase of asphalt. They are requesting an exemption because the County wishes to make multiple awards. The County feels that the competitive sealed bidding process should be utilized to procure the item.

**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.

**xxi. Requesting Governing Authority:** Monroe County

**Supplier:** Unknown

**Term:** 11/1/2019 through 10/31/2021

**Commodities:** Clay Gravel

**Total Value:** \$200,000.00 estimated

**Summary of Request:** Monroe County has requested an exemption from using the reverse auction process for the purchase of clay gravel. They are requesting an exemption because the County wishes to make multiple awards. The County feels that competitive sealed bidding process should be utilized to procure the items.

**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.

**xxii. Requesting Governing Authority:** Monroe County

**Supplier:** Unknown

**Term:** 11/1/2019 through 10/31/2021

**Commodities:** Concrete Slabs & Accessories for Bridges

**Total Value:** \$150,000.00 estimated

**Summary of Request:** Monroe County has requested an exemption from using the reverse auction process for the purchase of concrete slabs and accessories for bridges. They are requesting an exemption because the County wishes to make multiple awards. The County feels that competitive sealed bidding process should be utilized to procure the items.

**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.

**xxiii. Requesting Governing Authority:** Monroe County

**Supplier:** Unknown

**Term:** 1/1/2020 through 12/31/2020

**Commodities:** Culverts

**Total Value:** \$300,000.00 estimated

**Summary of Request:** Monroe County has requested an exemption from using the reverse auction process for the purchase of culverts. They are requesting exemption because the County wishes to make multiple awards. The County feels that competitive sealed bidding process should be utilized to procure the items.

**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.

**xxiv. Requesting Governing Authority:** Monroe County

**Supplier:** Unknown

**Term:** 11/1/2019 through 10/31/2021

**Commodities:** Crushed limestone

**Total Value:** \$250,000.00 estimated

**Summary of Request:** Monroe County has requested an exemption from using the reverse auction process for the purchase of crushed limestone. They are requesting an exemption

because the County wishes to make multiple awards. The County feels that the competitive sealed bidding process should be utilized to procure the item.

**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.

**xxv. Requesting Governing Authority:** Monroe County

**Supplier:** Unknown

**Term:** 11/1/2019 through 10/31/2021

**Commodities:** Rip Rap

**Total Value:** \$225,000.00 estimated

**Summary of Request:** Monroe County has requested an exemption from using the reverse auction process for the purchase of rip rap. They are requesting an exemption because the County wishes to make multiple awards. The County feels that the competitive sealed bidding process should be utilized to procure the item.

**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.

**xxvi. Requesting Governing Authority:** Monroe County

**Supplier:** Unknown

**Term:** 11/1/2019 through 10/31/2021

**Commodities:** Washed road gravel

**Total Value:** \$100,000.00 estimated

**Summary of Request:** Monroe County has requested an exemption from using the reverse auction process for the purchase of washed road gravel. They are requesting an exemption because the County wishes to make multiple awards. The County feels that the competitive sealed bidding process should be utilized to procure the item.

**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.

**xxvii. Requesting Governing Authority:** Rankin County

**Supplier:** Unknown

**Term:** 1/1/2020 through 12/31/2020

**Commodities:** Asphalt

**Total Value:** \$5,150,000.00 estimated

**Summary of Request:** Rankin County has requested an exemption from using the reverse auction process for the purchase of asphalt. They are requesting an exemption because the County wishes to make multiple awards. The County feels that the competitive sealed bid process should be utilized to procure the item.

**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.

**xxviii. Requesting Governing Authority:** Rankin County

**Supplier:** Unknown

**Term:** 1/1/2020 through 12/31/2020

**Commodities:** Crushed aggregates

**Total Value:** \$1,300,000.00 estimated

**Summary of Request:** Rankin County has requested an exemption from using the reverse auction process for the purchase of crushed aggregates. They are requesting an exemption because the County wishes to make multiple awards. The County feels that competitive sealed bidding process should be utilized to procure the items.

**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.

**xxix. Requesting Governing Authority:** Rankin County

**Supplier:** Unknown

**Term:** 1/1/2020 through 12/31/2020

**Commodities:** Gravel

**Total Value:** \$262,500.00 estimated

**Summary of Request:** Rankin County has requested an exemption from using the reverse auction process for the purchase of gravel. They are requesting an exemption because the County wishes to make multiple awards. The County feels that competitive sealed bidding process should be utilized to procure the item.

**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.

**xxx. Requesting Governing Authority:** Rankin County

**Supplier:** Unknown

**Term:** 1/1/2020 through 12/31/2020

**Commodities:** Metal culverts

**Total Value:** \$339,500.00 estimated

**Summary of Request:** Rankin County has requested an exemption from using the reverse auction process for the purchase of metal culverts. They are requesting an exemption because the County wishes to make multiple awards. The County feels that competitive sealed bidding process should be utilized to procure the item.

**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.

**xxxi. Requesting Governing Authority:** Rankin County

**Supplier:** Unknown

**Term:** 1/1/2020 through 12/31/2020

**Commodities:** Polypropylene culverts

**Total Value:** \$80,000.00 estimated

**Summary of Request:** Rankin County has requested an exemption from using the reverse auction process for the purchase of polypropylene culverts. They are requesting an exemption because the County wishes to make multiple awards. The County feels that the competitive sealed bidding process should be utilized to procure the items.

**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.

**xxxii. Requesting Governing Authority:** Rankin County

**Supplier:** Unknown

**Term:** 1/1/2020 through 12/31/2020

**Commodities:** Scrub seal, slurry seal, micro-surfacing

**Total Value:** \$1,960,000.00 estimated

**Summary of Request:** Rankin County has requested an exemption from using the reverse auction process for the purchase of scrub seal, slurry seal and micro-surfacing. They are requesting an exemption because there is only one vendor that can work with the local plants and provide the product under time and temperature constraints. The County feels that the competitive sealed bidding process should be utilized to procure the items.

**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.

**xxxiii. Requesting Governing Authority:** Amite County

**Supplier:** Unknown

**Term:** Twelve (12) months

**Commodities:** Liquid asphalts and emulsions

**Total Value:** \$338,000.00 estimated

**Summary of Request:** Amite County has requested an exemption from using the reverse auction process for the purchase of liquid asphalt and emulsions. They are requesting an exemption because the County wishes to make multiple awards. The County feels that the competitive sealed bidding process should be utilized to procure the items.

**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.

**xxxiv. Requesting Governing Authority: Scott County**

**Supplier:** Unknown

**Term:** Twelve (12) months

**Commodities:** Hot mix, cold mix and liquid asphalt

**Total Value:** \$500,000.00 estimated

**Summary of Request:** Scott County has requested an exemption from using the reverse auction process for the purchase of hot mix, cold mix and liquid asphalt. They are requesting an exemption because the County wishes to make multiple awards. The County feels that the competitive sealed bidding process should be utilized to procure the items.

**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.

**xxxv. Requesting Governing Authority: Scott County**

**Supplier:** unknown

**Term:** Twelve (12) months

**Commodities:** Fuel, oil, grease and lubricants

**Total Value:** \$50,000.00 estimated

**Summary of Request:** Scott County has requested an exemption from using the reverse auction process for the purchase of fuel, oil, grease, and lubricants. They are requesting an exemption because the County wishes to make multiple awards. The County feels that the competitive sealed bidding process should be utilized to procure the items.

**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.

**xxxvi. Requesting Governing Authority: Scott County**

**Supplier:** unknown

**Term:** Twelve (12) months

**Commodities:** Sand, gravel, rip/rap, and limestone

**Total Value:** \$500,000.00 estimated

**Summary of Request:** Scott County has requested an exemption from using the reverse auction process for the purchase of sand, gravel, rip/rap, and limestone. They are requesting an exemption because the County wishes to make multiple awards. The County feels that the competitive sealed bidding process should be utilized to procure the items.

**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.

## 2. State Agencies

### i. Requesting Agency: Mississippi Department of Marine Resources (MDMR)

**Supplier:** Unknown

**Contract:** RFx 3180000861

**Term:** One (1) Year

**Total Value:** Estimated: \$90,000.00 - \$100,000.00

**Summary of Request:** The Department of Marine Resources requests an exemption from using the reverse auction process to procure six (6) outboard motors for patrol boats that are currently under production. MDMR has attempted to conduct a reverse auction twice without success. Only one bid was received each time and both were non-responsive. MDMR requests approval to use competitive sealed bidding due to lack of vendor response.

**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 this procurement.

## B. Consideration of Awards for Governing Authorities Receiving Exemptions

### 1. Requesting Governing Authority: Jackson Public Schools

**Supplier:** Curriculum Associates, LLC

**Term:** 7/1/2019 through 6/30/2020

**Total Value:** \$355,960.70

**Summary of Request:** Jackson Public Schools is requesting to modify the contract approved at the June PPRB meeting in the amount of \$320,960.70. The District wishes to increase the amount of the contract by \$35,000.00 in order to purchase additional curriculum materials, due to a growth in student population. This increase is allowed by the terms of the original procurement, which authorized increases tied to student enrollment. The District also requested an increase of \$19,300.00 for shipping costs borne by the Vendor, however; OPTFM advised the District that these costs cannot be added after award. Accordingly, the District is only seeking an additional spending authority for curriculum materials.

**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 District, we ask that the Board approve this amendment.

### 2. Requesting Governing Authority: Warren County

**Supplier:** Dickerson & Bowen and APAC, Inc. (Jackson & Vicksburg Plant)

**Term:** 1/1/2019 through 12/31/2019 with four (4) possible twelve (12) month extensions

**Total Value:** Unknown

**Summary of Request:** Warren County advertised for competitive sealed bids for asphalt products, and the award of this contract was approved at the December 5, 2018 PPRB meeting. The County wishes to renew the contract for a twelve (12) month period. This is the first of four (4) possible extensions.

**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 County, we ask that the Board approve this extension.

**3. Requesting Governing Authority:** Warren County

**Supplier:** Hammett & Green, Bootheel Investment, and Kelly Welding

**Term:** 1/1/2019 through 12/31/2019 with four (4) possible twelve (12) month extensions

**Total Value:** Unknown

**Summary of Request:** Warren County advertised for competitive sealed bids for gravel products, clay and wash gravel, and the award of this contract was approved at the December 5, 2018 PPRB meeting. The County wishes to renew the contract for a twelve (12) month period. This is the first of four (4) possible extensions.

**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 County, we ask that the Board approve this extension.

**C. Consideration of State Agency Contracts for Board Action**

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

**Supplier:** Xcessories Squared Dev. & Mfg., Custom Products Corporation, Vulcan Inc.

**Contract #:** 8900001200, 8900001201, 8900001202

**Term:** 10/2/2019 through 1/31/2020

**Total Value:** \$640,027.00 (393,877.00, \$108,210.00, \$137,940.00)

**Summary of Request:** MDOT completed a reverse auction on September 3, 2019 for various sign posts. Seven (7) bidders were solicited, four (4) responded, four (4) qualified, three (3) participated, and no protests were received. This is a multi-award bid awarded by lowest price per line item. No contract extensions are being offered.

**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 these contracts

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

**E. OPTFM Sole Source Purchases**

**F. OPTFM Emergency Purchases**

**G. OPTFM Director's Report**

- Certified Mississippi Purchasing Agent (CMPA) – Class held September 24-26
- Mississippi Association of Governmental Purchasing and Property Agents (MAGPPA) – Annual Conference will be held October 20-23. OPTFM will send 10 staff members. I will lead an educational session and staff will be present in each of the roundtable panel sessions.



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

### A. Consideration of Change Order for Board Action

1. **Using Agency:** University Mississippi Medical Center  
**Project Number:** GS# 109-223  
**Project Title:** Clinical Research Unit  
**General Contractor:** Fountain Construction Co., Inc.  
**Original Contract Sum:** \$4,780,000.00  
**Net Change by Previous Change Orders:** \$198,036.00  
**Total Value of Award before this Change Order:** \$4,978,036.00  
**Total Value of this Change Order:** \$85,376.00  
**Construction Days to Date [Term]:** 498 (including 42 for this CO)  
**Change Order Scope:** Adding critical items discovered by UMMC personnel who will work in this space including adding cable connections, lab circuits, wireless access points, power and data outlets, and TV cable and support brackets; adding 3 plywood walls for PAR-X brackets and equipment; fireproofing beams under the Clinical Research floor; adding lighting and switches in one patient room; adding door stops/locks and securing cabinet doors; replacing humidity damaged tiles; changing room and HEIGIS signs; and adding partition walls and doors creating smoke compartments.  
**Note:** Board Action required when Contract exceeds \$5,000,000.00.

**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 IHL approval, if required, and an executed Change Order.

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

### C. BOB Director's Report

- Fire event at new Mississippi Trade Mart – 9/18/19

### D. RPM New Leases

1. **Requesting Agency:** Mississippi Department of Corrections (MDOC)  
**Lease #:** 170-381-24A  
**Lessor:** Sarah Springer d/b/a Kocosprings, LLC.  
**Term:** 11-01-2019 thru 10-31-2024  
**Total Yearly Cost:** \$43,650.00  
**Cost PSF:** \$12.50 + Utilities & Janitorial  
**Previous Cost PSF:** N/A  
**Total Space per Occupant:** 232 sq. ft.  
**Federal Funds:** 0%  
**Square Footage Proposed:** 3,492  
**Previous Square Footage:** N/A  
**Address of Property:** 1920 6<sup>th</sup> Street, Meridian, MS 39302

**Purpose of Lease:** This location will serve as the Probation and Parole office for Lauderdale County and the surrounding areas.

**Note:** This lease was advertised and MDOC received one response. The sole response was from the present landlord. 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.

## E. RPM Succeeding Leases

### 1. **Requesting Agency:** South Mississippi Regional Center

**Lease #:** 536-661-22A

**Lessor:** Carolyn D. Brooks

**Term:** 12-01-2019 thru 11-30-2022

**Total Yearly Cost:** 20,400.00

**Cost PSF:** \$4.65 + Utilities & Janitorial

**Previous Cost PSF:** \$4.65 + Utilities & Janitorial

**Total Space per Occupant:** 219 sq. ft.

**Federal Funds:** 0%

**Square Footage Proposed:** 4,388

**Previous Square Footage:** 4,388

**Address of Property:** 1620 Central Avenue West, Wiggins, MS.

**Purpose of Lease:** The purpose of this lease is to serve approximately twenty (20) individuals with intellectual and developmental disabilities residing in community homes in Wiggins, MS served by South Mississippi Regional Center (SMRC). The building lease provides day services as a provisional option under SMRC's license as an Intermediate Care Facility for Individuals with Intellectual and Developmental Disabilities (ICF/IID) in compliance with all applicable federal and state regulations and standards promulgated for the operation of such facilities.

**Note:** This is a three (3) 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 Employment Security

**Lease #:** 260-621-22A

**Lessor:** Roger Wooten, LLC

**Term:** 11-01-2019 thru 10-31-2022

**Total Yearly Cost:** \$87,379.92

**Cost PSF:** 12.85 + Utilities & Janitorial

**Previous Cost PSF:** 12.85 + Utilities & Janitorial

**Total Space per Occupant:** 226 sq. ft.

**Federal Funds:** 100%

**Square Footage Proposed:** 6,800

**Previous Square Footage:** 6,800

**Address of Property:** 536 Deerfield Drive, Forest, MS.

**Purpose of Lease:** Registered employers frequently use the Forest WIN Job Center (WJC) conference space for local job fairs. The resource room has 16 computers for the public's use

for job searches, resume submissions, and any other job related search needs. Two partners are housed at the Forest WJC including East Central Community College and the MS Department of Human Services.

**Note:** This is a three (3) 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.

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

**Lease #:** 725-304-24A

**Lessor:** Cumbest Development Co., Inc.

**Term:** 11-1-2019 thru 10-31-2024

**Total Yearly Cost:** \$34,200.00

**Cost PSF:** \$11.59 + Utilities & Janitorial

**Previous Cost PSF:** \$11.59 + Utilities & Janitorial

**Total Space per Occupant:** 184 sq. ft.

**Federal Funds:** 80%

**Square Footage Proposed:** 2,950

**Previous Square Footage:** 2,950

**Address of Property:** 4297 Gautier Vancleave Road, Gautier, MS.

**Purpose of Lease:** This location will serve as the Jackson County area office for MDRS.

**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.

**F. RPM Amended Leases**

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

**Lease #:** 531-351-20A-R

**Lessor:** Mississippi Plantation Services, LLC.

**Original Term:** Current lease to end October 7<sup>th</sup>, 2019.

**New Amended Term:** Month to month for up to six (6) months. This lease will terminate no later than April 7<sup>th</sup>, 2020.

**Total Yearly Cost:** \$ 9,600.00

**Cost PSF:** \$ 5.56+ Utilities & Janitorial

**Previous Cost PSF:** \$5.56 + Utilities & Janitorial

**Total Space per Occupant:** 172 sq. ft.

**Federal Funds:** 0%

**Square Footage Proposed:** 1,727

**Previous Square Footage:** 1,727

**Address of Property:** 730 Main Avenue, DeKalb, MS.

**Purpose of Lease:** This amendment will serve to extend the necessary time needed for the construction of a new facility.

**Date of Original PPRB approval:** December 06, 2017

**Note:** Upon mutual consent between East Mississippi State Hospital (Lessee) and Mississippi Plantation Services, LLC (Lessor) the two parties have agreed to amend this contract with the following amendments:

1. This lease will be a month to month lease at the same rental rates as stated in the original contract for no more than six (6) months ending no later than April 7<sup>th</sup>, 2020.
2. This Amendment takes precedence over any and all lease agreements between the two parties mentioned herein.
3. Lessee will give Lessor a minimum of 10 days written notice of Lessee vacating property prior to the beginning of the preceding month.
4. The Lessee agrees to pay a flat rental rate of \$800.00 per month.

**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.

#### **G. RPM Director's Report**

- All reports have been delivered as required
  - Inventory of Buildings
  - Agency Leases
- Parchman Penitentiary Farmland harvesting starts this month. RPM will be in the process of collecting money for the leases. RPM will collect somewhere around \$750,000 for MDOC.
- RPM will be presenting "Leasing" at the upcoming Mississippi Association of Governmental Purchasing and Property Agents (MAGPPA) conference in Tupelo, MS.

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

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

###### **1. Requesting Agency: Mississippi Department of Education**

**RFx Number:** 3180000880

**Procurement Request:** Request for Proposals

**Anticipated Term:** Two (2) years with one (1) optional one-year renewal

**Anticipated Contract Amount:** \$2,000,000.00

**Summary of Request:** The Agency has submitted a Petition for Relief from the use of an Invitation for Bids (IFB) as the procurement method as allowed by Miss. Code Ann. § 31-7-403(4) for the competitive procurement of one vendor to assist the MDE Office of Technology and Strategic Services (OTSS) in maturing its capacity through process planning, systems documentation, and staff development. The service is needed to fully achieve Goal 5 of the Mississippi State Board of Education's Strategic Plan: "Every Community Effectively Using a World-Class Data System to Improve Student Outcomes." This includes helping document the current state of its systems and processes and requirements for a new Mississippi Student Information System and developing a design that meets those requirements. The Agency contends the use of an IFB is neither practicable nor advantageous as OTSS will need subject matter experts in the field of Information Technology and will need to ensure those experts meet the requisite staffing and technical requirements to perform this analysis and allows

MDE/OTSS to examine the vendors in their capacity, organizational structure, personnel, and ability to meet the requirements for the services. The respondents will be evaluated based on technical, management, and cost factors. Pursuant to Miss. Code Ann. § 31-7-413(2)(b)(iii) the agency requests approval to score “cost” factors openly as price is based on an objective determination. The technical factors will be weighted at thirty-three (33) points or 33%, management factors will be weighted at thirty-two (32) points or 32%, and cost factors (price) will be weighted at thirty-five (35) points or 35%. The request was initially sent to the Mississippi Department of Information Technology Services (ITS), who confirmed this was not an ITS service contract under their purview, and was therefore properly before this Board for approval.

**Staff Recommendation:** Granting of the Agency’s Petition for Relief from competitive bidding requirements as allowed by Miss. Code Ann. § 31-7-403(4), approval of the Agency’s request to use a Request for Proposals as the procurement method to select one vendor to assist MDE OTSS in maturing its capacity through process planning, systems documentation, and staff development, and approval to score cost factors openly.

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

### **1. Requesting Agency: DMH – East Mississippi State Hospital**

**Supplier:** Valley Services, Inc.

**Contract #:** 8200021240

**Term:** 11/01/2015 – 10/30/2020

**Total Value:** \$16,093,545.22

**Renewal**

**\$3,857,000.00**

**Summary of Request:** The original term of the contract was one year with four optional one-year renewals. Six Addendum exercises the last optional renewal allowed by the original contract. The Contractor provides food management services for the East Mississippi State Hospital, South Mississippi State Hospital, and North Mississippi State Hospital. The Contractor was originally selected through an RFP. The contract allows for a price increase in years two through five which shall be equal to the percentage of change in the Consumer Price Index (CPI), not to exceed three percent (3%). The percentage change in the CPI for June 2019 was one point six percent (1.6%), which increases the price per meal for the East Mississippi State Hospital for this renewal period from \$6.0504 to \$6.1472 and North Mississippi State Hospital and South Mississippi State Hospital from \$7.3809 to \$7.4989. Six Addendum updates the Period of Performance clause and incorporates the August 16, 2019 Valley Services renewal and rate adjustment request. All other terms and conditions of the original contract remain the same. Proof of the regulatory board’s approval (Mississippi State Board of Mental Health) must be received from the Agency prior to processing the contract renewal.

**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:** \$15,561,545.33

2. **Requesting Agency:** DMH – Mississippi State Hospital

**Supplier:** Valley Services, Inc.

**Contract #:** 8200021281

**Term:** 11/01/2015 – 10/31/2020

**Total Value:** \$16,950,500.00

**Renewal**

**\$3,500,000.00**

**Summary of Request:** The original term of the contract was one year with four optional one-year renewals. Fifth Addendum exercises the last optional renewal allowed by the original contract. The Contractor provides food management services for the Mississippi State Hospital. The Contractor was originally selected through an RFP. The contract allows for a price increase in years two through five which shall be equal to the percentage of change in the Consumer Price Index (CPI), not to exceed three percent (3%). As published, the June 2019 CPI allows for a 1.6% increase in the price per meal charged by Valley Services, Inc.; therefore, the price per meal charge will increase up to \$3.7867 or decrease down to \$3.3583 according to the average daily census as listed in the attached "Exhibit A". Fifth Addendum adds the "Exhibit A" and updates the Period of Performance clause. All other terms and conditions of the original contract remain the same. Proof of the regulatory board's approval (Mississippi State Board of Mental Health), must be received from the Agency prior to processing the contract renewal. This Board met September 19, 2019 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 regulatory board approval.

**Projected Budget for Life of the Contract:** \$16,950,500.00

3. **Requesting Agency:** DMH – Mississippi State Hospital

**Supplier:** Ralph Wayne Smith, M.D.

**Contract #:** 8200047777

**Term:** 10/21/2019 – 06/30/2023

**Total Value:** 436,975.00

**New**

**\$436,975.00**

**Summary of Request:** The term of the contract is approximately forty-four months and ten days with one optional one-year renewal. The Contactor will serve as the Utilization Review Services Physician Advisor reviewing medical documentation to determine medical necessity of inpatient psychiatric admission, provide clinical collaboration with utilization review staff, and act as a liaison between the Coding and Compliance Office, Health Records Department, and medical staff to facilitate accurate and complete documentation for coding and abstracting of clinical data. The Contractor will be paid \$175.00 per hour not to exceed 676 hours per year. The Contractor was selected through an RFQ with one respondent. The Agency requests an exception to Appendix D of the PPRB OPSCR Rules and Regulations for failure to include the required Acknowledgement of Amendment clause in the RFQ. As no RFQ amendment was issued, OPSCR staff does not have concerns regarding competition, fairness, and transparency. 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 19, 2019 and approved this contract.

**Staff Recommendation:** This request has been reviewed for compliance by OPSCR staff and upon granting the exception to Appendix D, will comply with PPRB OPSCR Rules and Regulations and all legal requirements. OPSCR recommends granting of exception and approval of the contract as requested contingent upon receipt of the regulatory board approval.

**Projected Budget for Life of the Contract:** \$555,275.00

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

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

**Contract #:** 8200042426

**Term:** 11/07/2018 – 11/06/2020

**Total Value:** \$452,100.00

**Renewal**  
**\$228,550.00**

**Summary of Request:** The term of the original contract was one year with four optional one-year renewals. Modification One has been submitted to exercise the first optional renewal allowed by the original contract. The Contractor provides a project manager and a chair to the Mississippi Technical Advisory Committee (TAC) that gives guidance related to public school student assessment and accountability issues to ensure a high quality TAC for the purpose of maintaining compliance with both state and federal law and ensuring our state assessments and accountability system follow best practices and industry standards. The Contractor was originally selected through an RFP with three respondents. The original contract was approved at the November 2018 PPRB meeting. Modification One updates the Introduction, Priority, Performance Bond, Compensation and Financial Reports and Budget Narrative clauses. All other terms and conditions of the original contract remain the same. Proof of regulatory board's approval (State Board of Education) and current Performance Bond certificate must be received prior to processing the contract renewal. This Board met September 19, 2019 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's approval and current performance bond certificate.

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

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

**Supplier:** Horne, LLP

**Contract #:** 8200037756

**Term:** 04/01/2018 – 03/31/2021

**Total Value:** \$3,492,220.00

**Modification**  
**\$1,510,500.00**

**Summary of Request:** The term of the contract is three years with two optional one-year renewals. The Contractor provides professional project management operations and staffing services for the Disaster Recovery Community Development Block Grant programs, which are 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. Amendment One has been submitted to increase the spending authority by \$1,510,500.00, update the Consideration, Exhibit B (General Terms and Conditions), Exhibit

C (Compensation), and add the Approval and Priority Clauses. All other terms and conditions of the original contract are to 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:** \$3,494,220.00

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

**Supplier:** Mohamed E. Zein-Ahmed, M.D.

**Contract #:** 117594

**Term:** 11/01/2019 – 06/30/2020

**Total Value:** \$125,912.48

**New**

**\$125,912.48**

**Summary of Request:** The term of the contract is eight months with four optional one-year renewals. Mr. Ahmed is a Contract Worker. He will provide oversight of the healthcare services and medical treatment primarily for inmates/offenders sentenced to MDOC under the auspices of MDOC and the supervision of the Chief Medical Officer. The Contractor was selected through a Request for Applications (RFA) with one respondent. The Agency is currently under contract with for the same service with the same Contract Worker under a Small Purchase agreement that will end October 31, 2019 for approximately \$60,000. The Contractor will be paid \$135.00 per hour not to exceed 40 hours per week, an annual fringe benefit rate of \$8,592.48, and travel reimbursement not to exceed \$5,000. This request has been reviewed for compliance by OPSCR staff and complies with OPSCR Rules and Regulations and all legal requirements. OPSCR recommends approval of the contract as requested.

**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:** \$819,832.48

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

**Supplier:** The University of Southern Mississippi

**Contract #:** 8200047835

**Term:** 10/03/2019 – 10/02/2020

**Total Value:** \$452,642.00

**New**

**\$452,642.00**

**Summary of Request:** The term of the contract is one year with no optional renewal. The Contractor will provide a Person Centered Training Program within the Mississippi Training Institute (hereinafter "MTI") for the purpose of implementing, sustaining, and supporting the Person Centered Planning Process initially through DOM's Bridge to Independence and Home and Community Based Programs; provide the MTI as a statewide Person Centered Planning Institute for Mississippi based on standardized methods as approved by DOM; and perform wraparound training, coaching, and technical assistance through the MTI for the purpose of sustaining wraparound facilitation as a service for Mississippi Medicaid beneficiaries. The spending authority requested of \$452,642.00 includes reimbursement of travel expenses not to exceed \$85,062.00, which will be reimbursed at the same reimbursement rate as provided by State statute for the employees of DOM. The Contractor was selected pursuant to Section



3-102.04, Procuring Services Offered by Governmental Entities Not Under Purview of the PPRB, of the PPRB OPSCR Rules and Regulations, which allows agencies to contract directly with state entities without soliciting the private sector. The Executive Director of DOM determined that the services meet the Agency's requirements and the price represents a fair market value for the services based on a cost comparison with a known private sector vendor.

**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:** \$452,642.00

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

**Supplier:** Southern Research Group, Inc.

**Contract #:** 8200035868

**Term:** 01/01/2018 – 12/31/2020

**Total Value:** \$743,000.00

**Renewal**

**\$248,000.00**

**Summary of Request:** The original term of the contract was one year with two optional one-year renewals. Modification Three has been submitted to exercise the last optional renewal allowed by the original contract. The Contractor collects random sample telephone survey data related to health risk factors and disease conditions for the adult population in Mississippi via the Behavior Risk Factor Surveillance System Survey and the Zika Virus Call-Back Survey. The Contractor was selected through an RFP. Modification Three updates the Period of Performance, Attachment C-1, and increases the Behavior Risk Factor Surveillance System cost per completed survey from \$48.45 to \$49.60. The Zika Virus Call back price for completed surveys remain \$41.15. All other terms and conditions of the original contract remain the same. As this RFP was issued on November 14, 2017, the procurement must comply with PSCRB Rules and Regulations (effective 7/1/2016), while the contract must comply with OPSCR Rules and Regulations.

**Staff Recommendation:** This request has been reviewed for compliance by OPSCR staff and complies with the applicable PSCRB Rules and Regulations and the 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:** \$743,000.00

C. **Emergency Contracts Reported to the Board for Calendar Year 2019**

*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.

**D. Mississippi Veterans Affairs f/k/a State Veterans Affairs Board State Veterans Homes Service Contracts**

*Pursuant to Senate Bill 2723 (2019 Regular Session) when procuring contracts to operate and provide services to state veterans homes, the Mississippi State Veterans Affairs Board decisions supersede any rule or regulation of the Public Procurement Review Board to the contrary. OPSCR staff processed the contracts in MAGIC upon receipt and reviewed this contract for technical compliance. OPSCR will notify the Agency of any problems found during the review, however it is the responsibility of the Agency to correct any errors. These 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.*

**1. Requesting Agency: Mississippi Veterans Affairs f/k/a State Veterans Affairs Board**

**Supplier:** Precision Healthcare, LLC

**Contract #:** 8200031574

**Term:** 06/01/2017 – 06/30/2020

**Total Value:** \$2,174,000.00

**Modification**

**\$100,000.00**

**Summary of Request:** The term of the original contract was two years with optional renewals not to extend past December 31, 2021 as allowed by the PSCRB Professional Nursing Services IFB No. 2016.02. Modification Seven was submitted to increase the amount of the contract by \$100,000.00 for continuity of services and updates the Priority clause. All other terms and conditions remain the same. The Contractor provides professional nursing services for the Jackson VAB facility. Modification Six, Modification Five, Modification Four, Modification Three, Modification Two, and Modification One were approved by OPSCR staff, while the original contract was system approved; however, Modification Seven is exempt from purview of PPRB OPSCR as authorized by Senate Bill 2723, which states, "The State Veterans Affairs Board may contract with nongovernmental entities or the United States Department of Veterans Affairs to operate and provide services to state veterans homes....The provisions of this paragraph shall supersede any rule or regulation of the\*\*\*Public Procurement Review Board to the contrary."

**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**

**Staff Recommendation:** Authorization to file the report with the House of Representatives and Senate Committees on Accountability, Efficiency, and Transparency.

**G. Quarterly Report to the House of Representatives and Senate Committees on Accountability, Efficiency, and Transparency on Emergency Contracts**

**Staff Recommendation:** Authorization to file the report with the House of Representatives and Senate Committees on Accountability, Efficiency, and Transparency.

## **H. OPSCR Director's Report**

- Rules and Regulations
  - a. Proposed Rules and Regulations – Redline
- Vendor Training
- MAGPPA

## **VII. Other Business**

## **VIII. Adjournment**

