



**MEETING AGENDA**  
**Wednesday, July 6, 2022**  
**9:00 a.m.**

**Woolfolk Office Building, Room 145**

- I. **Call to Order**
- II. **Approval of Minutes from the June 1, 2022 and June 22, 2022 Public Procurement Review Board Meetings**
- III. **Approval of per diem and expenses for the July 6, 2022 meeting and for any additional expenses incurred prior to the August 3, 2022 meeting**
- IV. **DFA Office of Purchasing, Travel and Fleet Management (OPTFM)**

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

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

**Suppliers:** TraxPlus LLC.

**Contract #:** 8200063458

**Term:** 7/6/2022 through 12/31/2022

**Total Value:** \$1,434,897.00

**Summary of Request:** MDOT solicited competitive sealed bids for up to three (3) trailer mounted, whole tree chippers at a value of \$478,299.00 each. MDOT received one (1) bid and wishes to award to the TraxPlus LLC. MDOT is requesting approval of this contract with nine (9) possible six (6) month 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 provided, OPTFM recommends approval of the contract.

- B. OPTFM Staff Approvals Reported to the Board**
- C. OPTFM Sole Source Purchases Reported to the Board**
- D. OPTFM Emergency Purchases Reported to the Board**

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

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

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

1. **Using Agency:** Mississippi State University  
**Project Number:** GS# 105-366  
**Title:** ARPA Infrastructure (Force Main)  
**Location:** Starkville, Mississippi  
**Preplanning Budget:** \$2,500,000.00  
**Funding Sources:** ARPA Funds  
**Professional Fee:** C+ (estimated fees \$188,732.62)  
**Professional:** Garver, LLC (Ridgeland, Mississippi)

**Scope:** Planning through the warranty phase for the construction of a replacement sewer force main on the main campus of Mississippi State University.

**Note:** This Professional was selected as a continuation of a previous appointment for a directly related project at Mississippi State University (MSU). MSU appointed the Professional without a competitive qualifications-based selection as authorized by Miss. Code Ann. Section 31-11-3(7)(a), because it was MSU's intent to use self-generated funds. The BOB Planning and Construction Manual Section 400.6(A)(9) Professional Selection Policy only permits appointment by the BOB as a continuation where the initial selection process used was by a similar qualifications-based selection process.

Given the current Professional has completed planning documents through the construction document phase, it is in the best interest of the State to continue with this Professional as considering another professional at this time would incur additional costs for work already completed. Transfer of the administration of this project to the BOB was only determined once American Rescue Plan Act (ARPA) federal funding was made available through legislation in the 2022 Session and appropriated to the BOB for administration of projects. BOB requests an exception to Section 400.6(A)(9) and award of the professional contract.

**Staff Recommendation:** This request has been reviewed for compliance and has been determined, upon granting of the exception to Section 400.6(A)(9), 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 approval by the Institutions of Higher Learning Board and execution of a completed contract.

## B. Consideration of Agency Contracts for Project Professionals

- Using Agency:** Mississippi Department of Finance and Administration (Capitol Complex Improvement District)  
**Title:** Engineering Consulting  
**Location:** Jackson, Mississippi  
**Budget:** \$50,000.00 increase for this second one-year renewal per Owner/Professional Contract  
**Funding Sources:** Capitol Complex Improvement District Funds  
**Professional:** WEI/AJA, LLC (a joint venture of Waggoner Engineering, Inc. and AJA Management and Technical Services, Inc., Jackson, Mississippi)

**Scope:** Provide services for the Capitol Complex Improvement District continuing with master plan consulting on an as-needed hourly basis for this renewal year, not to exceed \$50,000.00. The initial term scope included data research and analysis, prioritization methodology, and master plan development.

**Note:** This is the second of two optional one-year renewals. PPRB approved the original contract at the August 1, 2018 meeting, for three (3) years for a not to exceed \$250,000.00.

**Staff Recommendation:** The Professional was selected via a publicly noticed competitive qualification-based selection process. 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 a contract amendment.

## C. Consideration of Agency Construction Contract for Board Action

- Using Agency:** Mississippi Military Department  
**Project Title:** Field Maintenance Shop (FMS#9)  
**General Contractor:** Century Construction Group, Inc.  
**Construction Days from Notice to Proceed [Term]:** 730 days  
**Total Value at Award:** \$20,794,680.00  
**Scope:** Construct a National Guard Vehicle Maintenance Facility that includes space for both organizational and support maintenance for combat and tactical vehicles. The project will include two building areas: Administration and Vehicle Maintenance Shop, for a total combined square footage of 37,309.  
**Note:** Board Action is required when construction exceeds \$5,000,000.00. This award, including base bid and alternates 1 through 11, is the lowest responsive/responsible bid of 7 bids received.

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

## D. BOB Staff Approvals Reported to the Board

## E. RPM Non-Competitive Leases

### 1. Requesting Agency: Mississippi Department of Rehabilitation Services

**Lease #:** 725-452-24A

**Lessor:** Faries Investment, LP.

**Term:** 08-01-2022 thru 07-31-2024

**Total Yearly Cost:** \$2,400.00

**Cost PSF:** \$6.00 Inclusive

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

**Federal Funds:** 0%

**Square Footage Proposed:** 400

**Address of Property:** Unit 25A and 30A 6500 Cole Road, Ridgeland, MS.

**Purpose of Lease:** This storage unit contains equipment that is used by the Business Enterprise Program for the legally blind.

**Note:** This is a two (2) year lease with no renewals. MDRS asks PPRB for a waiver on the one (1) year restriction for storage leases per 300.9 (6) of the State Leasing Manual. MDRS has been in this location since August of 2020.

**Staff Recommendation:** This request has been reviewed for compliance by DFA staff and upon granting of the waiver on the one (1) year restriction MDRS will have complied with all rules, regulations, and legal requirements. RPM recommends the approval of this lease.

## F. RPM Amended Leases

### 1. Requesting Agency: Mississippi Department of Rehabilitation Services

**Lease #:** 725-751-24A

**Lessor:** John Arnold

**Term:** 08-01-2022 thru 07-31-2024

**Total Yearly Cost:** \$19,200.00

**Previous Yearly Cost:** \$16,800.00

**Cost PSF:** \$12.00 + Utilities & Janitorial

**Previous Cost PSF:** \$10.50 + Utilities & Janitorial

**Total Space per Occupant:** 200

**Federal Funds:** 80%

**Square Footage Proposed:** 1,600

**Address of Property:** 3206 Wisconsin Ave., Vicksburg, MS.

**Purpose of Lease:** This is a counseling and administrative office for MDRS.

**Note:** This is a two (2) year lease with no renewals. MDRS has been in this location since May of 2020.

**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 Correction to an Emergency Lease

### 1. Requesting Agency: Mississippi Department of Rehabilitation Services

**Lease #:** 725-412-23A-E

**Lessor:** Regional Rehabilitation Centers, Inc.

**Term:** 08-01-2022 thru 07-31-2023

**Corrected Yearly Cost:** \$96,000.00

**Previous Yearly Cost:** \$25,155.96

**Corrected Cost PSF:** \$2.28 + Utilities & Janitorial

**Previous Cost PSF:** \$8.77 + Utilities & Janitorial

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

**Federal Funds:** 80%

**Square Footage Proposed:** 42,192

**Previous Square Footage:** 2,867

**Address of Property:** 615 Pegram Drive, Tupelo, MS.

**Purpose of Lease:** This is a counseling and administrative office for MDRS. AbilityWorks also has a large presence in this location fulfilling seven (7) business contracts from businesses in the area. There is also training equipment supplied by Toyota for use by MDRS clients.

**Note:** This is a one (1) year emergency lease with no renewals. The agency must readvertise this lease at expiration.

**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 ratification of this lease.

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

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

#### 1. Requesting Agency: Mississippi State Hospital

**RFx Number:** 3180001770

**Procurement Request:** Request for Qualifications

**Anticipated Term:** Four years with one optional one-year renewal

**Anticipated Contract Amount:** \$1,060,000.00 per contract

**Summary of Request:** The Agency seeks to contract with at least two clinical and/or forensic psychologists. These services are needed to complete outpatient, court-ordered mental health evaluations necessary for criminal proceedings. The Agency contends the use of an Invitation for Bids (IFB) to procure this service is neither practical nor advantageous because the Agency will set the price and needs an opportunity to interview the Offerors. Offerors will be evaluated on the following factors: Management weighted at 65% and Cost (Price) weighted at 35%. Management will be comprised of credentials weighted at 33%, experience weighted at 22%, and an interview weighted at 10%.

**Staff Recommendation:** This request has been reviewed for compliance by OPSCR staff and complies with PPRB OPSCR Rules and Regulations and all legal requirements. OPSCR recommends granting the Agency's Petition for Relief from competitive sealed bidding

requirements, as allowed by Miss. Code Ann. § 31-7-403(4), and approval of the use of a Request for Qualifications as the procurement method.

**2. Requesting Agency: Mississippi Specialized Treatment Facility**

**RFx Number:** 3180001750

**Procurement Request:** Request for Qualifications

**Anticipated Term:** Two years with three optional one-year renewals

**Anticipated Contract Amount:** \$276,000.00

**Summary of Request:** The Agency is seeking to contract with two board-certified family physicians to provide medical services. The Agency is required by state laws governing Psychiatric Residential Treatment Facilities to have an on-call physician available at all times. The Agency contends the use of an Invitation for Bids (IFB) to procure this service is neither practicable nor advantageous because the Agency needs to evaluate the expertise, experience, and education of the Offerors beyond whether they meet defined minimum qualifications. Respondents will be evaluated on Management factors weighted at 60% and Cost (Price) factors weighted at 40%. Management will be comprised of an interview (or performance evaluation in the case of current providers) weighted at 30% and work history and experience weighted at 30%.

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

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

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

**Term:** 07/06/2022 - 06/30/2023

**Total Value Per Contract:** \$100,760.40

**New  
\$100,760.40**

**Summary of Request:** The term of these contracts is one year with one optional one-year renewal. These Contract Workers will provide nursing services at a rate of \$45.00 per hour and FICA at a rate of 7.65%. The Contract Workers were selected through a Request for Applications (RFA), resulting in an award to all seventeen (17) respondents. The Mississippi Board of Mental Health approved these contracts on June 16, 2022. Proof of the approval must be received prior to final processing of these contracts.

**a. Supplier: Gwendolyn Brown**

**Contract #: 10130697**

**b. Supplier: Ashley Christian**

**Contract #: 10130604**

**c. Supplier: Chessy Cumberland**

**Contract #: 10130512**

**d. Supplier: Teresa Emerson**

**Contract #: 10130782**

- e. **Supplier:** Mary Gandy  
**Contract #:** 127230
- f. **Supplier:** Sandra Glass  
**Contract #:** 126936
- g. **Supplier:** Jennifer Griffith  
**Contract #:** 10130276
- h. **Supplier:** Sabrina Johnson  
**Contract #:** 10130362
- i. **Supplier:** LaShundra Marsh  
**Contract #:** 10131391
- j. **Supplier:** Brandi McCoy  
**Contract #:** 10130354
- k. **Supplier:** Elaine Pope  
**Contract #:** 10130559
- l. **Supplier:** Karen Rainey  
**Contract #:** 10130358
- m. **Supplier:** Shannon Rosenbaum  
**Contract #:** 10130636
- n. **Supplier:** Rachel Scarbrough  
**Contract #:** 127427
- o. **Supplier:** Amber Vetter  
**Contract #:** 10130527
- p. **Supplier:** Diamond Williams  
**Contract #:** 10130783
- q. **Supplier:** Jennifer Williams  
**Contract #:** 10130911

**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 each contract as requested, contingent upon receipt of the required regulatory board's approval.

**Projected Budget for the Life of Each Contract: \$187,200.00**

2. **Requesting Agency:** Mississippi Department of Finance and Administration

**Supplier:** Cannon Cochran Management Services, Inc.

**Contract #:** 8200041088

**Term:** 10/01/2018 - 09/30/2023

**Total Value:** \$1,625,000.00

**Renewal**  
**\$325,000.00**

**Summary of Request:** The term of the original contract was four years with one optional one-year renewal. Amendment One has been submitted to exercise the only optional one-year renewal. The Contractor serves as the third party administrator for the Mississippi Tort Claims Board and is responsible for investigating liability claims. Amendment One updates the Contract Term, Notices clause, and various other required clauses. All other terms and conditions of the original contract remain the same.

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

**Projected Budget for Life of the Contract: \$1,625,000.00**

3. **Requesting Agency:** Mississippi Department of Finance and Administration

**Supplier:** Warner, Inc.

**Contract #:** 8200039266

**Term:** 08/01/2018 – 07/31/2023

**Total Value:** \$2,661,876.34

**Renewal**  
**\$428,791.67**

**Summary of Request:** The original term of the contract was three years with two optional one-year renewals. The Contractor provides custodial services for eight (8) State-owned buildings. Amendment Two has been submitted to exercise the final renewal and to remove the Two Mississippi Museums from the Scope of Services, which were placed under a different contract that includes additional custodial management services. Amendment Two updates the Scope of Services, Contract Term, and Consideration clauses. All other terms and conditions of the original contract remain the same.

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

**Projected Budget for the Life of the Contract: \$2,791,333.35**

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

**Supplier:** 22<sup>nd</sup> Century Technologies, Inc.

**Contract #:** 8200045662

**Term:** 08/01/2019 – 07/31/2023

**Total Value:** \$3,900,000.00

**Renewal**  
**\$0.00**

**Summary of Request:** The term of the original contract was one year with three optional one-year renewals. Amendment Three has been submitted to exercise the final renewal. The Contractor provides temporary staffing services at the Agency's Central Office and the Alcoholic Beverage Control Liquor Distribution Center. Amendment Three revises the period of performance. All other terms and conditions of the original contract remain the same.



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

**Projected Budget for the Life of the Contract: \$3,900,000.00**

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

**Supplier:** Tempstaff, Inc.

**Contract #:** 8200057270

**Term:** 08/01/2021 – 07/31/2023

**Total Value:** \$400,000.00

**Renewal  
\$0.00**

**Summary of Request:** The term of the original contract was one year with three optional one-year renewals. Amendment One has been submitted to exercise the first renewal. The Contractor provides temporary staffing services at the Agency's Alcoholic Beverage Control Liquor Distribution Center. Amendment One revises the period of performance. All other terms and conditions of the original contract remain the same.

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

**Projected Budget for the Life of the Contract: \$1,600,000.00**

**6. Requesting Agency: Mississippi Department of Environmental Quality**

**Supplier:** Environmental Management Services, Inc.

**Contract #:** 8200056199

**Term:** 3/19/2021-2/28/23

**Total Value:** \$382,363.00

**Modification  
\$166,363.00**

**Summary of Request:** The term of the original contract was approximately one year with an option to renew at the Agency's discretion for a maximum period of performance of five years. The Contractor provides invasive species management services, specifically controlling the Amazonian Apple Snail. Modification Three has been submitted to increase the spending authority due to the pervasiveness of the species, amount of damage in the project area, and additional grant funding received from the National Fish and Wildlife Foundation. The Contractor will continue to be paid \$130.00 per hour, as bid in response to the original solicitation.

**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: \$360,000.00 (Revised Budget: \$382,363.00)**

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

**Supplier:** Atkins North America, Inc.

**Contract #:** 8200054880

**Term:** 08/07/2019 - 08/06/2023

**Total Value:** \$2,982,000.00

**Renewal  
\$0.00**

**Summary of Request:** The term of the contract was one year with three optional one-year renewals. The Third Renewal has been submitted to exercise the third and final renewal. The Contractor administers the Agency's Public Assistance program, which provides financial assistance to governmental entities and certain non-profit organizations throughout the State for building restoration needed after major disasters. The Third Renewal updates the Period of Performance clause. All other terms and conditions of the original contract remain the same.

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

**Projected Budget for Life of the Contract: \$2,982,000.00**

### C. Preapproved Vendor List

**Service:** Lawn and Landscaping Services

**Effective Dates:** 07/06/2022 – 06/30/2025

**Renewable Through:** 06/30/2027

**Summary of Request:** OPSCR issued an Invitation for Bids (IFB) to establish a preapproved vendor list (PVL) to provide lawn and landscaping services on an as-needed basis. Pursuant to Miss. Code Ann. § 27-104-7(2)(i), Agencies under the purview of the PPRB can contract with vendors on the PVL without bidding or other solicitation. The IFB divided the State into eight regions for pricing purposes and provided that OPSCR would recommend awards be made to all responsive and responsible bidders whose average bid price is not more than 125% of the mean of the lowest five average bid prices received for each region. Seven bidders responded to the IFB. OPSCR determined one bidder was nonresponsive because it does not provide all the required services. Bidders will only be placed on the PVL in regions where their bid did not exceed the maximum bid amount allowed. OPSCR recommends the following suppliers be placed on the PVL for the region(s) indicated below. Prices will remain firm, valid, and renewable through June 30, 2027, except that a bidder may raise prices to reflect a rise in the federal minimum wage, but only to the extent of the actual minimum wage increase.

**Central Region:** Greenco Lawn Service, LLC  
Rotolo Consultants, Inc.  
Simply Southern Solutions, Inc.  
TNT Lawn Care & Irrigation, Inc.

**Coastal Region:** Gulf Breeze Landscaping, LLC  
Rotolo Consultants, Inc.  
Simply Southern Solutions, Inc.  
TNT Lawn Care & Irrigation, Inc.

**East Central Region:** Simply Southern Solutions, Inc.

**North Delta Region:** Simply Southern Solutions, Inc.

**Northeast Region:** Simply Southern Solutions, Inc.

- Pinebelt Region:** Simply Southern Solutions, Inc.
- South Delta Region:** Simply Southern Solutions, Inc.
- Southwest Region:** Simply Southern Solutions, Inc.

**Staff Recommendation:** OPSCR staff conducted this procurement in accordance with the PPRB OPSCR Rules and Regulations and determined that it meets all legal requirements. OPSCR recommends establishment of the PVL as allowed by Miss. Code Ann. § 27-104-7(2)(i).

- D. OPSCR Emergency Contracts Reported to the Board**
  - E. OPSCR Sole Source Contracts Reported to the Board**
  - F. OPSCR Staff Approvals Reported to the Board**
- VII. Other Business**
- A. Next Regular PPRB Meeting August 3, 2022 at 9:00 a.m.**
- VIII. Adjournment**