



PPRB
**PUBLIC PROCUREMENT
REVIEW BOARD**

MEETING AGENDA

Wednesday, August 3, 2022

9:00 a.m.

Woolfolk Office Building, Room 145

- I. **Call to Order**
- II. **Approval of Minutes from the July 6, 2022 Public Procurement Review Board Meeting**
- III. **Approval of per diem and expenses for the August 3, 2022 meeting and for any additional expenses incurred prior to the September 7, 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: Asplundh Tree Expert, Helena Agri, Nutrien AG

Contract #: 8900001674, 8900001675, 8900001676

Term: 9/1/2021 through 8/31/2023

Total Value: \$2,400,000.00 (\$650,000.00, \$750,000.00, \$1,000,000.00)

Summary of Request: MDOT completed a competitive sealed bid for multiple herbicides. These contracts were approved at the 09/01/2021 PPRB Meeting. MDOT is seeking approval of the first of two (2) optional twelve (12) month extensions to all vendors that agreed to the extension.

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 extensions.

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

Supplier: Asplundh Tree Expert Co., Helena Agri-Enterprises LLC, Nutrien AG Solutions Inc.,

Contract #: 8900001681, 8900001682, 8900001683

Term: 9/1/2021 through 8/31/2023

Total Value: \$1,575,000.00 (\$525,000.00, \$525,000.00, \$525,000.00)

Summary of Request: MDOT advertised for competitive sealed bids for three (3) specific herbicides that have contractually fixed pricing from the manufacturer due to patents. These contracts were approved at the 09/01/2021 PPRB meeting. MDOT is seeking approval for the first of two (2) optional twelve (12) month extensions to all vendors that agreed to the extension.

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 extensions.

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

Supplier: Fisher Scientific

Contract #: 8200064533

Total Value: \$642,729.54

Term: 8/3/2022 through 8/2/2023

Summary of Request: UMMC is requesting approval to purchase a Triple Quad System from Fisher Scientific for research purposes. Miss. Code Ann. Section 31-7-38 exempts public hospitals from competitive bidding when purchasing from a Group Purchasing Organization (GPO). UMMC intends to utilize Vizient GPO for the purchase.

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: Southwest Mississippi Community College

Project Number: GS# 215-057

Title: New Women's Dormitory

Location: Summit, Mississippi

Budget: \$6,000,000.00

Funding Sources: SB 3065 (Regular Session 2019); HB 1730 (Regular Session 2020); SB 2971 (Regular Session 2021)

Professional Fee: C (estimated fees \$371,782.79)

Professional: ArchitectureSouth, P.A. (Tupelo, Mississippi)

Scope: Planning through the Warranty phase for the construction of a new 60 to 100 bed women's dormitory. This design effort will create expandable modular-style housing for female occupants. This effort will include mechanical, electrical, plumbing, life safety systems and comply with ADA requirements as per code.

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 completed contracts.

2. **Using Agency:** Mississippi Department of Finance and Administration
Project Number: 371-180
Title: ARPA Statewide Tourism
Location: Statewide
Budget: TBD
Funding Sources: American Rescue Plan Act
Professional Fee: C+
Professionals: Allred Stolarski Architects, PA
JBHM Architects, P.A. – Jackson
Boggan & Vaughan Architects PLLC
Albert & Robinson Architects, PLLC
Dungan Engineering, P.A.
Eley Guild Hardy Architects, PA (Biloxi)
Johnny L. Waycaster DBA Waycaster & Associates Architects
Shafer-Zahner-Zahner, PLLC

Scope: Planning and construction of multiple tourism projects determined to be eligible for Category 2.11 of the American Rescue Act Plan funds at State Agencies statewide. Such projects may include improvements to support safe reopening of facilities such as improvements to ventilation systems, barrier devices at ticketing/service areas, installation of touch-free devices at toilet facilities and other locations to reduce sources of transmission as well as general expansion or upgrade of facilities.

Clarification or Remarks: Professionals were selected as most highly qualified in accordance with publicly noticed qualification-based selection process. Eleven (11) proposals were received. Eight (8) firms were shortlisted, interviewed, evaluated and selected by the Selection Committee utilizing criteria identified in the Request for Qualifications. No specific value of work is guaranteed to any professional. Professionals will be selected from the approved list for individual projects by participating institutions/agencies.

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

3. **Using Agency:** Mississippi Department of Health
Project Number: GS# 522-060
Title: ARPA Medical Countermeasure Warehouse
Location: Pearl, Mississippi
Budget: \$9,000,000.00
Funding Sources: Coronavirus State Fiscal Recovery Fund (ARPA)

Professional Fee: C (estimated fees \$543,553.09)

Professional: Allred Stolarski Architects, PA (Ocean Springs, Mississippi)

Scope: Planning and construction through Warranty Phase of a new facility to house offices and warehouse space for the Department's Office of Emergency Planning and Response which includes the Office of Emergency Medical Services and Acute Care Systems, the Bureau of Emergency Preparedness and Response, the COVID Response and Recovery Unit as well as the Division of Radiological Health. Facility will include office space and associated support space for approximately 90 staff members and climate-controlled storage. Project will also include furnishing and equipping of facility as funds permit.

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 completed contracts.

4. **Using Agency:** Mississippi Secretary of State
Project Number: GS# 531-001
Title: Broadwater Marina Restoration Project
Location: Biloxi, Mississippi
Budget: \$9,000,000.00
Funding Sources: RESTORE ACT, GOMESA, Tidelands funds,
HB 1624 (Regular Session 2022)

Professional Fee: D+ (estimated fees \$654,852.06)

Professional: Brown, Mitchell & Alexander, Inc. (Gulfport, Mississippi)

Scope: Planning through Construction to dredge the marina basin and access channel to 8 feet below mean low water mark, to repair and replace damaged bulkheads, to replace the damaged breakwaters, to install scour pad to mitigate future scouring, to do repairs to existing drainage, to construct water detention system to enhance drainage, to construct a utility corridor for future development, and to do the necessary dirt work for public access within the Public Trust Tidelands south of Highway 90 at 2110 Beach Blvd., Biloxi, MS. The purpose of these improvements is to restore the property to a state of safe public access, to mitigate against further deterioration of the property, and to prepare the site for future economic development.

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 completed contract.

B. Consideration of Construction Contracts for Board Action

Note: Board Action is required when award is over \$5,000,000.00.

1. Using Agency: Mississippi Department of Finance and Administration
(Office of Capitol Facilities) War Memorial Building
Project Number: GS# 361-009
Title: Renovation & Repairs
General Contractor: Ergon Construction Group, Inc. dba Alliant
Construction, a division of Ergon Construction Group, Inc.

Construction Days from Notice to Proceed [Time]: 365 days

Total Value at Award: \$5,822,000.00

Scope: Construction through warranty phase, renovations and repairs to the 44,400 GSF War Memorial Building first constructed in 1940 as funds permit. Scope will include renovations, repairs and code upgrades throughout the building as well as selective reconfiguration of tenant space to optimize building efficiency.

Note: This award, including base bid and alternate 1, is the lowest responsive/responsible bid of 3 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 executable Contract.

C. BOB Staff Approvals Reported to the Board

D. RPM Non-Competitive Leases

1. Requesting Agency: Mississippi Department of Finance & Administration

Lease #: 055-251-23G

Lessor: Mercury Air Center-Jackson, LLC. d.b.a. Atlantic Aviation-Jackson

Term: 09-01-2022 thru 08-31-2023

Total Yearly Cost: \$48,792.36

Cost PSF: \$14.97 Inclusive

Previous Cost PSF: \$14.25 Inclusive

Total Space per Occupant: N/A

Federal Funds: 0%

Square Footage Proposed: 3,260

Previous Square Footage: 3,260

Address of Property: 110 South Hangar Drive, Hangar C, Jackson, MS.

Purpose of Lease: This hangar is for the DFA Office of Air Transport and is used for storage and maintenance support services for the state aircraft.

Note: This is a one (1) year lease with automatic one (1) year renewals at the anniversary date of the initial term. After the initial term, this agreement will continue in effect from year to year, being automatically renewed after each year unless either party gives written notice of termination, with or without cause, to the other party at least 60 calendar days prior to the end

of the initial term or any renewal term. Approval is contingent upon RPM receiving a fully executed lease agreement.

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

E. RPM Amended Leases

1. Requesting Agency: Mississippi Department of Revenue

Lease #: 800-421-27A

Lessor: W. R. Lott, III

Term: 10-1-2022 thru 09-30-2027

Total Yearly Cost: \$25,800.00

Previous Yearly Cost: \$22,200.00

Cost PSF: \$12.00 + Utilities & Janitorial

Previous Cost PSF: \$12.00 + Utilities & Janitorial

Total Space per Occupant: 215

Federal Funds: 0%

Square Footage Proposed: 2,150 (Increase of 300 sf.)

Previous Square Footage: 1,850

Address of Property: 117 B Grand Blvd., Greenwood, MS.

Purpose of Increase: The MDOR is responsible for the licensing, regulating, and enforcing the law for medical cannabis dispensaries. Due to the subsequent increase in staff needed to fulfill these responsibilities, added space is required at this location.

Note: This lease was extended by 3 years for the same rental rate as written in the original 10-1-2019 contract. 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 and regulations and legal requirements by DFA staff. RPM recommends the approval of this lease.

2. Requesting Agency: Mississippi Department of Public Safety

Lease #: 670-412-23B

Lessor: Cleveland Properties, LLC.

Term: 11-01-2022 thru 10-31-2023

Total Yearly Cost: \$32,400.00

Cost PSF: \$9.95 + Utilities & Janitorial

Previous Cost PSF: \$9.95 + Utilities & Janitorial

Total Space per Occupant: N/A

Federal Funds: 0%

Square Footage Proposed: 3,255

Previous Square Footage: 3,255

Address of Property: 1879 N. Corley Road, Tupelo, MS.

Purpose of Lease: This is a driver license renewal and testing center.

Note: This is the fourth (4th) year of a possible five (5) one (1) year renewals.

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

3. Requesting Agency: Mississippi Department of Rehabilitation Services

Lease #: 725-821-25A

Lessor: Alan T. Ramsay

Term: 09-01-2022 thru 08-31-2025

Total Yearly Cost: \$20,000.00

Cost PSF: \$8.00 + Utilities & Janitorial

Previous Cost PSF: \$7.22 + Utilities & Janitorial

Total Space per Occupant: 250

Federal Funds: 80%

Square Footage Proposed: 2,500

Previous Square Footage: 2,500

Address of Property: 319 S. Main St., Yazoo City, MS.

Purpose of Lease: This is an administrative office for the Yazoo City area.

Note: This is a three (3) year lease with no renewals. This lease was last renewed on June 6th, 2020.

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

4. Requesting Agency: Mississippi Department of Rehabilitation Services

Lease #: 725-061-25A

Lessor: McClellan Rental, LLC.

Term: 09-01-2022 thru 08-31-2025

Total Yearly Cost: \$24,614.22

Cost PSF: \$8.31 + Utilities & Janitorial

Previous Cost PSF: \$8.31 + Utilities & Janitorial

Total Space per Occupant: 246

Federal Funds: 80%

Square Footage Proposed: 2,962

Previous Square Footage: 2,962

Address of Property: 504 N. Chrisman Ave., Cleveland, MS.

Purpose of Lease: This is an administrative office for the Cleveland area.

Note: This is a three (3) year lease with no renewals. This lease was last renewed on June 6th, 2020.

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

F. Proposed RPM Regulation Change

RPM Property Management is proposing a policy change having to do with the required advertising requirements under 300.8(4)(c) Public Notice. The present policy requires the following:

Advertisements shall be published once each week for two consecutive weeks with the second notice being published on or after the 7th calendar day after the first notice was published. The date set for receipt of proposals must not be less than fourteen (14) working days after the last notice appears in the newspaper. Therefore, the date established for receipt of proposals must not be sooner than the 15th working day. Working days are defined as days that your entity is officially open for business.

The proposed rule change will read as follows:

Advertisements shall be published once each week for two consecutive weeks with the second notice being published on or after the 7th calendar day after the first notice was published. The date set for receipt of proposals must not be less than ten (10) working days after the last notice appears in the newspaper. Therefore, the date established for receipt of proposals must not be sooner than the 10th working days after the last published notice. Working days are defined as days that your entity is officially open for business.

Staff Recommendation: Granting of authority to RPM to revise Section 300.8(4)(c) of the RPM Leasing Procedure Manual to revise the advertising requirements and to submit the revised regulation to the Mississippi Secretary of State's Office for notice, comment, and final adoption in accordance with the Administrative Procedures Act.

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

A. Petition for Relief from Competitive Sealed Bidding

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

RFx Number: 3180001801

Procurement Request: Request for Proposals

Anticipated Term: Four Years with One Optional One Year Renewal

Anticipated Contract Amount: \$8,000,000.00

Summary of Request: The Agency seeks to contract for assistance in the administration and fiscal management of the Educational Facilities Revolving Loan Fund Program created by Senate Bill 2430 (Regular Session 2022). The vendor will assist the Agency in various administrative functions of the Program including establishing rules and regulations, reviewing applications for funding, monitoring the funds dispersed, and tracking repayment schedules. The Agency contends the use of an Invitation for Bids (IFB) is neither practicable nor advantageous as the Agency needs to comparatively evaluate the Offerors' qualifications, experience, abilities, and implementation plan. The Offerors will be evaluated based on Technical factors weighted at 32%, Management factors weighted at 32%, and Cost (Price) factors weighted 36%. Pursuant to Miss. Code Ann. § 31-7-413 (2)(b)(iii), the Agency requests to score Cost factors openly. OPSCR has no objection to this request because Price is the only subfactor under cost and points will be distributed using a formula.

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

2. Requesting Agency: Office of the State Treasurer

RFx Number: 3180001821

Procurement Request: Request for Proposals (RFP)

Anticipated Term: Three Years with Two Optional One Year Renewals

Anticipated Contract Amount: \$400,000 or \$80,000/year

Summary of Request: The Agency seeks to contract for investment consulting services for the Mississippi Prepaid Affordable College Tuition (MPACT) Fund. These services would include investment policy development, assisting asset allocation analysis and recommendations, investment recommendations, and performance measurement and reporting. The Agency contends the use of an Invitation for Bids (IFB) is neither practicable nor advantageous as price is not the primary consideration and the Agency needs to examine the vendors' specific and distinctive characteristics of investment consulting such as asset allocation modeling, investment manager research, and due diligence. The Offerors will be evaluated based on Technical factors weighted at 35%, Management factors weighted at 20%, and Cost factors weighted at 45%. Cost factors will consist of Price weighted at 35% and Qualitative Cost weighted at 10%.

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.

B. Consideration of Contracts for Board Action

1. Requesting Agency: Mississippi Department of Rehabilitation Services

Term: 08/08/2022 - 06/30/2023

Summary of Request: The term of each contract is approximately 10 months and 24 days, with four optional one-year renewals. The Contractors were selected through a Request for Qualifications (RFQ) with five respondents. One respondent was deemed nonresponsive because they could not meet the Agency's requirements. The Contractors will provide medical and psychological consulting services to aid in disability determinations and will be paid the following unit rates established by the Agency: \$55.00 per continuing disability review (CDR) case and \$47.00 per non-CDR case for case rating and consultation; \$42.00 per CDR case and \$34.00 per non-CDR case for reviewing and signing pre-prepared assessments; \$5.00 per end line case review; and \$60.00 per hour for other activities.

a. Supplier: Carol E Kossman, MD, PA

Contract #: 8200064234

Total Value: \$275,000.00

Projected Budget for the Life of the Contract: \$1,100,000.00

**New
\$275,000.00**

b. Supplier: Jackson Psychological Group, PA

Contract #: 8200064236

Total Value: \$250,000.00

Projected Budget for the Life of the Contract: \$1,000,000.00

**New
\$250,000.00**

- c. **Supplier:** Genesis Behavioral Health Services, LLC
Contract #: 8200064237
Total Value: \$180,000.00 **New**
Projected Budget for the Life of the Contract: **\$720,000.00** **\$180,000.00**

- d. **Supplier:** Hays Behavioral Health and Wellness Consultants, LLC
Contract #: 8400064238
Total Value: \$180,000.00 **New**
Projected Budget for the Life of the Contract: **\$720,000.00** **\$180,000.00**

Staff Recommendation: These requests have been reviewed for compliance by OPSCR staff and comply with PPRB OPSCR Rules and Regulations and all legal requirements. OPSCR recommends approval of the contracts as requested.

2. Requesting Agency: Mississippi Department of Revenue

Supplier: FMH Conveyors LLC
Contract #: 8200063968
Term: 08/10/2022-11/10/2022 **New**
Total Value: \$174,610.53 **\$174,610.53**

Summary of Request: The term of the contract is three months. The Contractor will provide repair services for a conveyor system located at the Alcoholic Beverage Control Distribution Center in Gluckstadt, Mississippi. The Contractor was selected through an Invitation for Bids (IFB) with one respondent. The required Certificate of Insurance and proof the Contractor has registered to do business in Mississippi is required prior final processing of the contract.

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

Projected Budget for Life of the Contract: **\$174,610.53**

3. Requesting Agency: Ellisville State School

Supplier: Topps Private Investigation & Security Firm
Contract #: 8200063745
Term: 09/01/2022 - 06/30/2023 **New**
Total Value: \$123,200.00 **\$123,200.00**

Summary of Request: The term of the contract is ten months with four optional one-year renewals. The Contractor will be paid \$25.00 per hour to provide armed vehicle patrol security services at Ellisville State School. The Contractor was selected through an Invitation for Bids with one respondent. The Mississippi Board of Mental Health met on July 21, 2022 and approved this contract. Proof of that approval must be received prior to final processing of the contract.

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

Projected Budget for Life of the Contract: \$616,000.00

C. OPSCR Emergency Contracts Reported to the Board

D. OPSCR Sole Source Contracts Reported to the Board

E. OPSCR Staff Approvals Reported to the Board

F. Quarterly Report to the House of Representatives and Senate Committees on Accountability, Efficiency, and Transparency on Emergency 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 Sole Source Contracts

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

VII. Other Business

A. Next Regular PPRB Meeting September 7, 2022 at 9:00 a.m.

VIII. Adjournment