



**PUBLIC PROCUREMENT  
REVIEW BOARD**

**MEETING AGENDA**

**Wednesday, September 6, 2023**

**9:00 a.m.**

**Woolfolk Office Building, Room 145**

- I. Call to Order**
- II. Approval of Minutes from the August 2, 2023 Public Procurement Review Board Meeting**
- III. Approval of per diem and expenses for the September 6, 2023 meeting and for any additional expenses incurred prior to the October 4, 2023 meet**
- IV. Reports**
  - A. OPTFM Emergency Purchases Reported to the Board**
  - B. OPTFM Sole Source Purchases Reported to the Board**
  - C. OPTFM Staff Approvals Reported to the Board**
  - D. BOB Staff Approvals Reported to the Board**
  - E. OPSCR Emergency Contracts Reported to the Board**
  - F. OPSCR Sole Source Contracts Reported to the Board**
  - G. OPSCR Staff Approvals Reported to the Board**
- V. 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)  
**Supplier:** TraxPlus LLC  
**Contract #:** 8200067503  
**Term:** 3/1/2023 through 3/31/2024  
**Total Value:** \$1,488,000.00  
**Summary of Request:** MDOT solicited competitive sealed bids for the purchase of a minimum of one (1) and a maximum of ten (10) crawler mounted, 0.75 Cubic Yard Capacity, 32,000-

pound, hydraulic excavators. The contract was approved by PPRB on March 1, 2023. This is the first of a possible nine (9) six-month extensions.

**Staff Recommendation:** OPTFM recommends approval of the extension.

2. **Requesting Agency:** Mississippi Department of Transportation (MDOT)  
**Supplier:** Crown USA, Inc., Ennis Flint, Geveko Markings Inc.  
**Contract #:** 8900001671, 8900001672, 8900001680  
**Term:** 10/1/2021 through 9/30/2024  
**Total Value:** \$1,100,000.00 (\$675,000.00, \$375, 000.00, \$50,000.00)  
**Summary of Request:** MDOT solicited competitive sealed bids for pavement marking materials and awarded to multiple vendors to ensure availability and to determine lowest cost at the time of purchase. These contracts were approved at the 9/1/2021 PPRB meeting. MDOT is requesting approval of the second of two (2) optional twelve (12) month extensions. The first extension was approved by PPRB on September 7, 2022.

**Staff Recommendation:** OPTFM recommends approval of the extension.

3. **Requesting Agency:** Mississippi Department of Transportation (MDOT)  
**Suppliers:** Scott Equipment Co LLC  
**Contract #:** 8200070610  
**Term:** 9/6/2023 through 1/31/2024  
**Total Value:** \$1,806,250.00  
**Summary of Request:** MDOT solicited competitive sealed bids for the purchase of a self-propelled power broom. They received five (5) bids and wish to award to the low bidder. MDOT will purchase a minimum of two (2) and a maximum of twenty-five (25) units. This contract has the potential for nine (9) possible six (6) month extensions.

**Staff Recommendation:** OPTFM recommends approval of this contract.

4. **Requesting Agency:** Mississippi Department of Transportation (MDOT)  
**Suppliers:** Puckett Rents  
**Contract #:** 8200070611  
**Term:** 9/6/2023 through 1/31/2024  
**Total Value:** \$1,631,894.25  
**Summary of Request:** MDOT solicited competitive sealed bids for the purchase of a compact track loader, 2800 pounds. They received three (3) bids and wish to award to the low bidder. MDOT will purchase a maximum of twenty-five (25) units. This contract has the potential for nine (9) possible six (6) month extensions.

**Staff Recommendation:** OPTFM recommends approval of this contract.

5. **Requesting Agency:** Mississippi Department of Transportation (MDOT)  
**Suppliers:** McComb Diesel  
**Contract #:** 8200067480  
**Term:** 3/1/2023 through 3/31/2024  
**Total Value:** \$9,751,515.00

**Summary of Request:** MDOT solicited competitive sealed bids for 66,000 GVWR conventional cab and chassis, tandem axle and the contract was approved by PPRB on March 1, 2023. This is the first of nine (9) possible six (6) month extensions.

**Staff Recommendation:** OPTFM recommends approval of this extension.

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

**Suppliers:** McComb Diesel

**Contract #:** 8200067647

**Term:** 3/1/2023 through 3/31/2024

**Total Value:** \$4,096,500.00

**Summary of Request:** MDOT solicited competitive sealed bids for 66,000 GVWR truck tractor, 115 inch cab and chassis and the contract was approved by PPRB on March 1, 2023. This is the first of nine (9) possible six (6) month extensions.

**Staff Recommendation:** OPTFM recommends approval of this extension.

**VI. 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 Hospital  
**Project Number:** GS# 412-187  
**Title:** Forensic Facilities  
**Location:** Pearl, Mississippi  
**Budget:** \$37,185,127.89  
**Funding Sources:** HB 1649, L '18; Mental Health Funds  
**Professional Fee:** D+ (estimated fees \$2,105,655.88)  
**Professional:** Belinda Stewart Architects, PA

**Scope:** Analysis, Interior Demolition, planning, and renovation of Buildings 62 and 63 through warranty on the campus of Mississippi State Hospital, including structural evaluation/repair and envelope restoration, interior renovations, ADA compliance and mechanical, electrical, plumbing and life safety systems. Mental Health funds were applied to subject project due to the increased scope discovered in the Initial Analysis of potential renovations of existing building to house Forensics indicating the most suitable building which is a historic structure necessitating the increased project complexity.

**NOTE:** Professional was selected via competitive qualification-based selection process from 3 eligibles. This item is being brought to PPRB because fees for this project are now anticipated to exceed \$250K due to increase in scope/budget. The original scope was anticipated to be for minor renovations of an existing building for \$3M maximum.

**STAFF RECOMMENDATION:** BoB recommends PPRB approval contingent upon Amendment to Professional Contract.

## B. Consideration of “Agency” Contracts for Board Action

- Using Agency:** Mississippi Military Department  
**Project Title:** Repairs to Sanitary Sewer System Drainage Basin  
**General Contractor:** C. B. Developers, Inc. (lowest of two bids received)  
**Construction Days from Notice to Proceed [Term]:** 1,149 days  
**Total Value at Award:** \$7,637,144.00 (Base Bid plus alternates 1 through 3)

**Scope:** Construct new gravity sewer mains replacing the existing aged sewer system including drainage basin numbers 10, 11, 12, and 13 at Camp Shelby, Hattiesburg, Mississippi.

**NOTE:** Board Action required when Construction exceeds \$5,000,000.00.

**STAFF RECOMMENDATION:** BoB recommends PPRB approval contingent upon executed Contract.

## C. RPM Succeeding Leases

- Requesting Agency:** Division of Medicaid  
**Lease #:** 515-421-28B  
**Lessor:** H&L Properties, LLC  
**Term:** 12-01-2023 thru 11-30-2028  
**Total Yearly Cost:** \$77,385.00  
**Previous Yearly Cost:** \$77,385.00  
**Cost PSF:** \$10.50 + Utilities & Janitorial  
**Previous Cost PSF:** \$10.50 + Utilities & Janitorial  
**Total Space per Occupant:** 245  
**Federal Funds:** 50%  
**Square Footage Proposed:** 7,370  
**Address of Property:** 805 W. Park Avenue, Suite 6, Greenwood, MS  
**Purpose of Amendment:** This lease houses employees of Medicaid that serve Carroll, Leflore, and Tallahatchie counties.  
**Note:** This is a five (5) year lease with no renewals. This agency has been at this location since 12-1-2012.

**Staff Recommendations:** RPM recommends the approval of this lease.

**2. Requesting Agency:** Mississippi Department of Employment Security

**Lease #:** 260-801-26A

**Lessor:** Allen B Enterprises, LLC.

**Term:** 10-1-2023 thru 09-30-2026

**Total Yearly Cost:** \$9,000.00

**Cost PSF:** \$3.28 + Utilities & Janitorial

**Previous Cost PSF:** \$3.28 + Utilities & Janitorial

**Total Space per Occupant:** 228

**Federal Funds:** 100%

**Square Footage Proposed:** 2,741

**Previous Square Footage:** 2,741

**Address of Property:** 600 N. Court Ave., Suite B, Louisville, MS.

**Purpose of Lease:** This will be the WIN Job Center for the Winston County/Louisville area.

**Note:** This is a three (3) year Succeeding Lease with no renewals. The agency has been at this location since 1-1-2016.

**Staff Recommendations:** RPM recommends the approval of this lease.

**3. Requesting Agency:** Mississippi Department of Employment Security

**Lease #:** 260-671-26C

**Lessor:** Sunflower Investment, LLC.

**Term:** 10-1-2023 thru 09-30-2026

**Total Yearly Cost:** \$22,848.00

**Cost PSF:** \$7.14 + Utilities & Janitorial

**Previous Cost PSF:** \$7.14 + Utilities & Janitorial

**Total Space per Occupant:** 213

**Federal Funds:** 100%

**Square Footage Proposed:** 3,200

**Previous Square Footage:** 3,200

**Address of Property:** 226 N. Martin Luther King Drive, Indianola, MS.

**Purpose of Lease:** This will be the WIN Job Center for the Sunflower County/Indianola area.

**Note:** This is a three (3) year Succeeding Lease with no renewals. The agency has been at this location since 7-1-2014.

**Staff Recommendations:** RPM recommends the approval of this lease.

**D. RPM Non-Competitive Leases**

**1. Requesting Agency:** Mississippi Department of Public Safety

**Lease #:** 670-441-25A

**Lessor:** Golden Triangle Regional Airport (GTRA)

**Term:** 09-06-2023 thru 09-05-2025

**Total Yearly Cost:** \$1.00

**Cost PSF:** N/A

**Federal Funds:** 0%

**Square Footage Proposed:** 171

**Address of Property:** Golden Triangle Regional Airport, Columbus, MS

**Purpose of Lease:** MDPS will operate a driver's license renewal kiosk at the airport for boarding passengers that must renew their driver's license for the purpose of having a current form of identification. Therefore, MDPS will be performing a "service in kind" for the rental payment to GTRA.

**Note:** This is a two (2) year lease with no renewals.

**Staff Recommendations:** RPM recommends the approval of this lease.

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

**Lease #:** 170-200-43A

**Lessor:** City of Lucedale

**Term:** 09-06-2023 thru 08-31-2043

**Total Yearly Cost:** \$1.00

**Cost PSF:** N/A

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

**Federal Funds:** 0%

**Square Footage Proposed:** 171

**Address of Property:** 156 Industrial Park, Lucedale, MS.

**Purpose of Lease:** This is a correctional work center for MDOC.

**Note:** This is a twenty (20) year lease with no renewals.

**Staff Recommendations:** RPM recommends the approval of this lease.

**E. RPM Amended Leases**

**1. Requesting Agency:** Mississippi Department of Public Safety

**Lease #:** 670-412-24B

**Lessor:** Cleveland Properties, d/b/a JAV, Inc.

**Term:** 11-1-2023 thru 10-31-2024

**Total Yearly Cost:** \$32,400.00

**Previous 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 Corley Road, Tupelo, MS.

**Purpose of Lease:** Driver's License renewal station.

**Note:** This is a one (1) year lease extension with no renewals. This agency has been at this location since 11-1-2020.

**Staff Recommendations:** RPM recommends the approval of this lease.

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

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

#### 1. Requesting Agency: Mississippi Public Broadcasting

**RFx Number:** 3180002091

**Procurement Request:** Request for Proposal

**Anticipated Term:** Three Years with Two Optional One-Year Renewals

**Anticipated Contract Amount:** \$162,000.00

**Summary of Request:** The Agency is seeking one or more Contractors to provide restoration, digitization, and public accessibility of film, video, and audio content produced since 1970. The Agency contends that the use of an Invitation for Bids is neither practicable nor advantageous because the quality of the archival system must be considered, and price cannot be the overall determining factor. Offerors will be evaluated based on Technical weighted at 20%, Management weighted at 40%, Interview weighted at 5%, and Cost (Price) weighted at 35%.

**Staff Recommendation:** OPSCR recommends approval of this request.

#### 2. Requesting Agency: Mississippi Department of Archives and History

**RFx Number:** 3180002075

**Procurement Request:** Request for Qualifications

**Anticipated Term:** Three years with One Optional One-Year Renewal

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

**Summary of Request:** The Agency seeks one Contractor to develop and implement an integrated marketing plan for museum sites overseen by the Agency. Services will include development of marketing strategies, advertising creation and production, media planning, regular analysis and reporting, and billing/invoicing. The Agency contends the use of an Invitation for Bids (IFB) is neither practicable nor advantageous because the Agency needs flexibility to award based on experience and price is not the most important factor to consider for these services. Offers will be evaluated on the following factors: Technical weighted at 35%, Management weighted at 15%, Interview weighted at 15%, and Cost (Price) weighted at 35%.

**Staff Recommendation:** OPSCR recommends approval of this request.

#### 3. Requesting Agency: Mississippi State Oil and Gas Board

**RFx Number:** To Be Assigned

**Procurement Request:** Request for Qualifications

**Anticipated Term:** Four Years with One Optional One-year Renewal

**Anticipated Contract Amount:** To Be Determined

**Summary of Request:** The Agency seeks one or more Contractors to provide professional project management, consulting and support services pertaining to the orphan well plugging programs implemented and managed by the Agency. The Agency contends the use of an Invitation for Bids (IFB) is neither practicable nor advantageous because the Agency needs flexibility to award based on experience and price is not the most important factor to consider for these services. Offers will be evaluated on the following factors: Technical weighted at 30%, Management weighted at 30%, and Cost (Price) weighted at 40%.

**Staff Recommendation:** OPSCR recommends approval of this request.

**4. Requesting Agency:** Mississippi State Oil and Gas Board

**RFx Number:** To Be Assigned

**Procurement Request:** Request for Qualifications

**Anticipated Term:** Four Years with One Optional One-year

**Anticipated Contract Amount:** To Be Determined.

**Summary of Request:** The Agency seeks one or more Contractors to provide professional environmental, engineering, and scientific support services with respect to well plugging programs implemented and managed by the Agency. The Agency contends the use of an Invitation for Bids (IFB) is neither practicable nor advantageous because the Agency needs flexibility to award based on experience and price is not the most important factor to consider for these services. Offers will be evaluated on the following factors: Technical weighted at 30%, Management weighted at 30%, and Cost (Price) weighted at 40%.

**Staff Recommendation:** OPSCR recommends approval of this request.

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

**RFx Number:** 3180002073

**Procurement Request:** Request for Qualifications

**Anticipated Term:** Three Years with Two Optional One-Year Renewals

**Anticipated Contract Amount:** \$750,000.00

**Summary of Request:** The Agency seeks one or more Contractors for the removal of waste tires from sites where tires have been abandoned or improperly dumped within the State of Mississippi. The Contractor will dispose of the tires at an authorized waste tire management facility. The Agency contends the use of an Invitation for Bids (IFB) to select Contractors is neither practical nor advantageous because of the need for flexibility, technical expertise, knowledge requirements and contractors willing to conduct abatement work at the specified rate determined by the agency. Offerors will be evaluated on the following factors: Management weighted at 50%, Technical weighted at 15%, and Cost (Price) weighted at 35%.

**Staff Recommendation:** OPSCR recommends approval of this request.

**6. Requesting Agency:** Ellisville State School

**RFx Number:** 3180002074

**Procurement Request:** Request for Proposal

**Anticipated Term:** Two years with Three Optional One-Year Renewals

**Anticipated Contract Amount:** \$1,200,000.00

**Summary of Request:** The Agency is seeking a Contractor to provide Professional Food Service Management. The Contractor will act as an Independent Agent and will be responsible for all personnel, business functions which include accounting and purchasing, all aspects of day-to-day management decisions at the South Mississippi Regional Center (SMRC) in Long Beach, Mississippi. The Agency contends the use of an Invitation for Bids (IFB) to select Contractors is neither practical nor advantageous because price is not the most important factor. Offerors will be evaluated on the following factors: Management weighted at 47.5%, Technical weighted at 17.5%, and Cost (Price) weighted at 35%.

**Staff Recommendation:** OPSCR recommends approval of this request.



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

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

**Supplier:** Douglas Express Delivery, LLC

**Contract #:** 8200050770

**Term:** 10/07/2020 – 06/30/2024

**Total Value:** \$77,000,000.00

**Modification  
\$20,000,000.00**

**Summary of Request:** The term of the contract was approximately three years and nine months with no option to renew. The Contractor provides alcoholic beverage hauling and delivery for the Alcoholic Beverage Control Division to all licensed retailers located in the State, excluding those located in Hinds, South Madison, and Rankin counties. Amendment One has been submitted to increase the spending authority. All other terms and conditions remain the same.

**Staff Recommendation:** OPSCR recommends approval of this request, contingent upon receipt of the required Certificate of Insurance.

**Projected Budget for the Life of the Contract: \$77,000,000.00**

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

**Supplier:** Kim Nagel

**Contract #:** 127899

**Term:** 11/01/2021-10/31/2024

**Total Value:** \$1,343,472.00

**Renewal  
\$447,824.00**

**Summary of Request:** The term of the original contract was two years with one optional renewal. Dr. Nagel is a Psychiatrist whom the Agency has retained as a contract worker. Amendment One has been submitted to exercise the only optional one-year renewal. Dr. Nagel will be paid \$200.00 per hour.

**Staff Recommendation:** OPSCR recommends approval of this request.

**Projected Budget for the Life of the Contract: \$1,343,472.00**

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

**Supplier:** Haney Health Consultants, LLC

**Contract #:** 8200070416

**Term:** 11/02/2023 - 11/01/2027

**Total Value:** \$786,240.00

**New  
\$786,240.00**

**Summary of Request:** The term of the contract is four years with no option to renew. The Contractor will provide consulting services for health records management, review charts for compliance, ensure privacy and security measures are in place, and analyze policies and procedures. The Contractor was selected through an Invitation for Bids (IFB) with one Respondent.

**Staff Recommendation:** OPSCR recommends approval of this request.

**Projected Budget for the Life of the Contract: \$786,240.00**

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

**Supplier:** CCSI, Inc.

**Contract #:** 8200066089

**Term:** 01/01/2023 – 09/15/2023

**Termination**

**Total Value:** \$103,459.20

**TBD**

**Summary of Request:** The term of the original contract was four years with one optional one-year renewal. The Contractor provided professional security services at two locations in Jackson, Mississippi. The Agency is seeking to terminate the contract.

**Staff Recommendation:** OPSCR recommends approval of this request and the option for staff approval once final amount has been received.

**Projected Budget for the Life of the Contract: \$124,459.20**

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

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

**Contract #:** 8200070528

**Term:** 10/01/2023 – 09/30/2027

**New**

**Total Value:** \$1,422,536.00

**\$1,422,536.00**

**Summary of Request:** The term of the original contract was four years with one optional one-year renewal. The Contractor will provide third-party administrator (TPA) services, adjudication of Tort claims filed to the Tort Claims Board and manage the litigation process when necessary. These TPA services will include claims investigations, compensability determinations, claims and expense payments, litigation management, and overall management of claim files. The Contractor was selected through a Request for Proposal (RFP) with two respondents. One Respondent was deemed non-responsive and non-responsible. The Contractor was awarded to the highest scoring Respondent.

**Staff Recommendation:** OPSCR recommends approval of this request, contingent upon receipt of the required Certificate of Insurance.

**Projected Budget for the Life of the Contract: \$1,805,237.00**

**6. Requesting Agency: Mississippi Department of Marine Resources**

**Supplier:** National Oceans and Applications Research Center

**Contract #:** 8200070166

**Term:** 09/06/2023 - 08/31/2024

**New**

**Total Value:** \$101,998.60

**\$101,998.60**

**Summary of Request:** The term of the contract is approximately one year with no option to renew. The Contractor will collect sidescan and bathymetry data for (46) artificial reef sites along the three coastal counties. The project is funded through grants from the National Fish & Wildlife Foundation. The Contractor was selected through an Invitation for Bids (IFB) with three respondents. The contract was awarded to the lowest Bidder.

**Staff Recommendation:** OPSCR recommends approval of this request, contingent upon receipt of the required performance bond.

**Projected Budget for the Life of the Contract: \$101,998.60**

**C. Preapproved Vendor List**

**Service:** Lawn and Landscaping Services

**Effective Dates:** 07/05/2023 - 06/30/2025

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

**Summary of Request:** OPSCR established 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. On July 6, 2022, PPRB approved this lawn and landscaping services list. As set forth in Section 14 of IFB No. 2022-03, OPSCR will allow for rolling awards by continuously accepting bids for potential placement on the PVL. The IFB 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 submitted for inclusion on the original PVL. On August 3, 2023, PPRB approved the rolling awards for three bidders. At that time, OPSCR determined one bidder, Taylor Made Lawn Care, was nonresponsive because we were unable to reach the required number of references. We allowed the vendor to provide additional references and were able to reach the required number of references. For this reason, OPSCR recommends that Taylor Made Lawn Care be placed on the PVL for the Central Region. 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.

**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).

**VIII. Other Business**

**A. Next Regular PPRB Meeting October 4, 2023 at 9:00 a.m.**

**IX. Adjournment**