

**PUBLIC PROCUREMENT REVIEW BOARD**

**SPECIAL MEETING**

**WEDNESDAY, SEPTEMBER 16, 2015**

A special meeting of the Public Procurement Review Board was held at 3:00 p.m. in the 13<sup>th</sup> floor Conference Room of the Woolfolk State Office Building located in Jackson, Mississippi.

**PRESENT**

Mr. Freddie M. "Flip" Phillips, Vice Chairman  
Mr. Charles R. Snowden, Member

**OTHERS**

Mr. Glenn Kornbrek, Director of the Bureau of Building, Grounds and Real Property Management, DFA  
Mr. Brooks Moore, Director of Real Property Management, DFA  
Ms. Aubrey Leigh Goodwin, Special Assistant Attorney General, DFA  
Ms. Melody Coulson, PPRB Recorder, DFA

**ABSENT**

Mr. Kevin J. Upchurch, Chairman

The Vice Chairman called the meeting to order.

**BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT (BOB)**

**Leases**

Mr. Moore presented the following:

The Board reviewed (a) New Leases. Mr. Snowden made the motion to approve (a) as recommended by the Division of Real Property Management, contingent upon fully executed leases. Mr. Phillips seconded, and the motion carried.

The Board reviewed (b) Land Leases. Mr. Phillips made the motion to approve (b) as recommended by the Division of Real Property Management, contingent upon fully executed leases. Mr. Snowden seconded, and the motion carried.

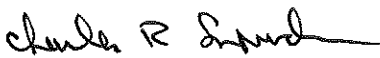
The Board reviewed (c) Farmland Leases. Mr. Snowden made the motion to approve (c) as recommended by the Division of Real Property Management, contingent upon fully executed leases. Mr. Phillips seconded, and the motion carried.

The Board reviewed (d) Other. Mr. Snowden made the motion to approve (d) as recommended by the Division of Real Property Management, contingent upon fully executed leases. Mr. Phillips seconded, and the motion carried.

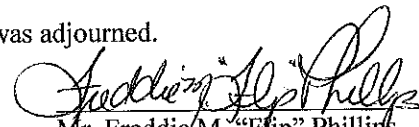
**Construction**

Request for requisition of \$500,000.00 from the FY16 Capital Expense Fund per Section 27-103-303 of the MS Code Ann. at the request of the Mississippi Department of Public Safety for GS#331-172 Dist 2 Substation Sewer (EMER) Mississippi Department of Public Safety. Mr. Snowden made a motion to approve. Mr. Phillips seconded and the motion carried.

There being no further business to bring before the Board, the meeting was adjourned.



Mr. Charles R. Snowden

  
Mr. Freddie M. "Flip" Phillips





**STATE OF MISSISSIPPI**  
GOVERNOR PHIL BRYANT

**DEPARTMENT OF FINANCE AND ADMINISTRATION**

KEVIN J. UPCHURCH  
EXECUTIVE DIRECTOR

# **NOTICE**

A Special Meeting of the

## **PUBLIC PROCUREMENT REVIEW BOARD**

will be held Wednesday, September 16, 2015, 3:00 p.m. in the  
13th floor Conference Room  
Woolfolk State Office Building

Agenda: Request for Approval of a Lease and Miscellaneous

## **AGENDA**

### **PUBLIC PROCUREMENT REVIEW BOARD Special Meeting 3:00 p.m.**

**WEDNESDAY, SEPTEMBER 16, 2015**

#### **I. BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT**

Mr. Brooks Moore, Director of Real Property Management, will present the following:

- New Leases (a)
- Land Leases (b)
- Farmland Leases (c)
- Other (d)

#### **II. BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT**

Mr. Glenn Kornbrek, Director of the Bureau of Building, Grounds and Real Property Management, will present the following:

- Approval to proceed with the Emergency Project GS#331-172 Dist 3 Substation Sewer (EMER) (Department of Public Safety), Appointment of Professional, obtaining quotes, and etc.
- Acknowledgement of Emergency Declaration from Albert Santa-Cruz, Captain, MHP Retired, Commissioner, Mississippi Department of Public Safety, dated September 10, 2015.

#### **III. NEXT MEETING DATE**

Regular Meeting, Wednesday, October 07, 2015

PUBLIC PROCUREMENT REVIEW BOARD

SPECIAL MEETING

September 16, 2015

LEASES

850-000

The Division of Real Property Management requests concurrence and approval of the following:

**(a) NEW LEASES:**

<u>Agency</u>	<u>Location</u>	<u>Eff. Date</u>	<u>Type* Space</u>	<u>Previous Sq. Ft.</u>	<u>Proposed Sq. Ft.</u>	<u>Previous** \$/Sq. Ft.</u>	<u>Proposed** \$/Sq. Ft.</u>	<u>%Fed Esc Fund</u>	<u>\$/Year</u>	<u>Lease #</u>
MDOC	153 Downing Hazlehurst	09/18/15 09/17/16	O		2,000		0.01 inc rounded	N 0 1		1701512016A01464

This request from the Mississippi Department of Corrections includes waiving advertisement and is with the Copiah County Board of Supervisors and includes MDOC being responsible for routine repairs and maintenance to the building.

**(b) LAND LEASES:**

<u>Agency</u>	<u>Location</u>	<u>Eff. Date</u>	<u>Type* Space</u>	<u>Previous Sq. Ft.</u>	<u>Proposed Sq. Ft.</u>	<u>Previous** \$/Sq. Ft.</u>	<u>Proposed** \$/Sq. Ft.</u>	<u>%Fed Esc Fund</u>	<u>\$/Year</u>	<u>Lease #</u>
DPS	Rodney Road Port Gibson	07/01/11 06/30/31	LD (Tower)	1,252	1,252	0.08 inc rounded	0.80 inc rounded	N 0	1,000	8991112031A01487

This lease for the Department of Public Safety was approved by the PPRB on June 1, 2011 for \$100.00 per year. There was an error on the forms submitted and as presented to the PPRB, and the annual amount proposed by the Lessor was \$1,000.00 per year.

**(c) FARMLAND LEASES:**

Consider a request from Jesse Willis, Lessee, to assign the farmland listed below for the 2015 and 2016 Crop Years to Valley Park Farms. Any Sub-lease/Assignment is for an amount not to exceed the lease obligation to the State of Mississippi. All terms and conditions, including the yearly rental amount, will remain the same as in the original Lease between the Lessee and the State of Mississippi. The Lessee and Sub-Lessee will both be responsible for the tract(s) until expiration of the lease term. Should the PPRB decide not to approve the Assignment/Sub-Lease, the Lessee will retain the land completely.

**Howard Miller Wildlife Management Area**  
**Farm #1310**  
 +- 1,718 Acres  
**Annual Amount: \$252,717.80**

**(d) OTHER:**

Consider a request from White Brothers, Inc., d/b/a Hal and Mal's, Lessee, to assign its leasehold interest in the property located at 200 South Commerce Street, Jackson, Mississippi 39201, to 200 South Commerce, LLC. This Assignment is for an amount not to exceed the lease obligation to the State of Mississippi. All terms and conditions, including the yearly rental amount of \$28,875.00, will remain the same as in the original Lease between the Lessee and the State of Mississippi, dated January 8, 2015. The Lessee and Sub-Lessee will both be responsible for the Lease until expiration of the lease term. Should the PPRB decide not to approve the Assignment, the Lessee will retain the Leasehold completely.

Escalations: U=Utilities J=Janitorial I=Insurance T=Taxes R=Rent

- \* O = Office WH = Warehouse C = Clinic WS = Workshop H = Housing L = Library S = Storage LB = Lab LD = Land T = Training
- \*\* inc = Utilities and Janitorial Services are included in this amount
- +UJ = Utilities and Janitorial Services are not included in this amount
- +U = Utilities are not included in this amount
- +J = Janitorial Services are not included in this amount

**AGENDA**  
**PUBLIC PROCUREMENT REVIEW BOARD**  
**SPECIAL MEETING**  
**WEDNESDAY, SEPTEMBER 16, 2015**

**GS# 331-172**

**Dist 3 Substation Sewer (EMER)**

**Mississippi Department of Public Safety**

The Department of Public Safety is requesting assistance from the Department of Finance and Administration / Bureau of Building, Grounds and Real Property Management, regarding sewer main under the District 3, Troop E Substation in Batesville, Mississippi that continues to clog up creating sewage backup into the building – which is now creating a health risk to the public and the employees.

The Bureau of Building, et al, is requesting approval for expenditure from the Capital Expense Fund for FY16; and, proceeding with project for said emergency, with the Professional obtaining bids in the above mentioned project.

NOTE: Code 27-103-303 allows up to \$500,000.00 for any single emergency with a cap of \$2,000,000.00 per fiscal year. This request is for \$500,000.00 of the FY16 Capital Expense Funds. The Department of Public Safety's Declaration is attached. With PPRB approval herein, the Department of Finance and Administration Emergency Certificate will be drafted, along with the letters for distribution to the seven entities named in the statute for notification of expenditure from the Capital Expense Fund.



**STATE OF MISSISSIPPI**  
PHIL BRYANT, GOVERNOR  
**DEPARTMENT OF PUBLIC SAFETY**  
ALBERT SANTA CRUZ, COMMISSIONER

September 10, 2015

Mr. Glenn Kornbrek  
Bureau of Buildings  
501 North West Street  
Suite 1301, Woolfolk Building  
Jackson, MS 39201

**Re: Declaration of Emergency**  
**Mississippi Department of Public Safety**

Dear Mr. Kornbrek:

I, Albert Santa-Cruz, Commissioner of the Mississippi Department of Public Safety, do hereby make the following findings and determinations pursuant to authority provided in Section 31-7-13(j), **Mississippi Code 1972, Annotated**:

- (a) That, there is an emergency at the Mississippi Highway Safety Patrol District 3, Troop E Substation, 22000 Highway 35 N, Batesville, Mississippi, which involves the sewer main underneath the aforementioned building that continues to clog up creating sewage backup into the building. This issue creates a health risk to the public and the employees of The Mississippi Department of Public Safety (MDPS) who visit and work at the subject facility.
- (b) That MDPS in conjunction with Upchurch Plumbing Services has investigated the cause of this issue by way of running a camera through the sewer main, which identified two issues. The first issue discovered during this investigation was a sag in the middle of the sewer line which was holding waste solids and waste water. The second issue that was discovered, was the 90 degree flow sleeve that connects the sewer main to the building discharge sewer line was installed backwards causing the majority of the waste to continue down the sewer main, past the mentioned flow sleeve and down to a dead end in the pipe in lieu of the waste moving down the sewer main, through the flow sleeve, and out the discharge line. Once the waste builds up past the flow sleeve it clogs the outlet to the sewer discharge line which blocks all sewage from flowing out of the building.
- (c) That, delaying repairs to give opportunity for competitive bidding would be detrimental to the best interest of the MDPS employees and public citizens being served at MDPS because of the health risks this presents.

Mr. Glen Kornbrek  
Page 2  
September 11, 2015

By means of this Emergency Certificate, we request the Bureau of Buildings, Grounds and Real Property Management to take the necessary steps for immediate repairs to the sewer main serving the Mississippi Highway Patrol, District 3, Troop E Substation.

Sincerely,



Albert Santa-Cruz  
Captain, MHP Retired  
Commissioner, MS Department of Public Safety

AES:pp/jw

cc: Colonel Donnell Berry  
Lt. Colonel Kevin Myers  
Deputy Administrator Ken Magee  
Major Chris Gillard  
Major Randy Ginn  
Captain Duncan Walker  
Captain Creed Mansell  
Attorney Jim Younger  
Paul Picket – Director Maintenance