

PUBLIC PROCUREMENT REVIEW BOARD

SPECIAL MEETING

WEDNESDAY, MARCH 16, 2016

A special meeting of the Public Procurement Review Board (PPRB) was held at 9:30 a.m. in the 13th floor Conference Room of the Woolfolk State Office Building located in Jackson, Mississippi.

PRESENT

Mr. Kevin J. Upchurch, Chairman
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. Kent Adams, Director of Real Property Management, DFA
Mr. Bennie Nutt, Deputy Executive Director, DFA
Ms. Monica Ritchie, Director of the Office of Purchasing, Travel and Fleet Management, DFA
Mr. Mike Cook, Director of the Office of Purchasing and Travel, DFA
Ms. Regina Irvin, Staff Officer for the Office of Purchasing, Travel and Fleet Management, DFA
Ms. Aubrey Leigh Goodwin, Special Assistant Attorney General, DFA
Ms. Melody Coulson, PPRB Recorder, DFA

The Chairman called the meeting to order and commenced the meeting with prayer.

OFFICE OF PURCHASING, TRAVEL AND FLEET MANAGEMENT (OPTFM)

Ms. Irvin presented the following:

1. The University of Mississippi Medical Center (UMMC) requested approval to deviate from Procurement Manual Regulation 4.104.01.2 (3) (a) "Brand Name Specification Use" due to requesting one brand name in a bid (liquid spring or equivalent suspension system) without receiving prior approval from the Chief Procurement Officer, as required. UMMC requested approval of a contract for Type I Ambulances, Type I Critical Care Trucks, and a Wheel Chair Van to be awarded to Southern Emergency & Rescue Vehicle Sales in the amount of \$1,325,272.00, from March 16, 2016 through March 01, 2017. Mr. Phillips made a motion to approve this item contingent upon the issuance of a purchase order or an award letter by the agency to approve this purchase. Mr. Snowden seconded and the motion carried.

BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT

Leases

Mr. Adams, presented the following:

DFA/MMRS requested a special meeting of the Board because it has just negotiated an effective reduction in cost for a lease extension if acted on in a timely manner. It is therefore in the best interest of DFA and the State to act promptly while this offer is still available.

PUBLIC PROCUREMENT REVIEW BOARD

Special Meeting

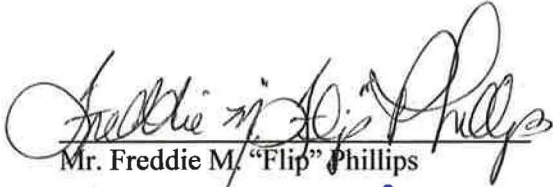
Wednesday, March 16, 2016

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The Board reviewed (a) Leases With No Increase in Cost or Space. Mr. Phillips made the motion to table this lease and recess the meeting until some further analysis could be done. Mr. Snowden seconded, and the motion carried.

The Board reconvened the meeting at 10:38 a.m. Mr. Snowden was unavailable at that time. Mr. Adams presented additional information regarding the lease. Mr. Phillips made a motion to approve, (a) contingent upon approval of the lease documents by DFA Legal and the RPM Director. Mr. Upchurch seconded, and the motion carried.

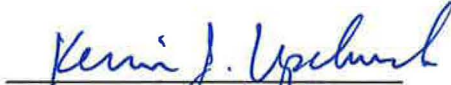
There being no further business to bring before the Board, the meeting was adjourned.



Mr. Freddie M. "Flip" Phillips



Mr. Charles R. Snowden



Mr. Kevin J. Upchurch



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, March 16, 2016, 9:30 a.m. in the
13th floor Conference Room
Woolfolk State Office Building

Agenda: Approval of a Leases and Miscellaneous

AGENDA

PUBLIC PROCUREMENT REVIEW BOARD

Special Meeting

9:30 p.m.

WEDNESDAY, MARCH 16, 2016

I. OFFICE OF PURCHASING, TRAVEL AND FLEET MANAGEMENT

Ms. Regina Irvin, Staff Officer for the Office of Purchasing and Travel, presents the following:

- 1 contract for the University of Mississippi Medical Center (UMMC)

II. BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT

Mr. Kent Adams, Director of Real Property Management, presents the following:

- Leases with no Increase in Cost or Space (A)

III. NEXT MEETING DATE

Regular Meeting, Wednesday, April 06, 2016

**OFFICE OF PURCHASING AND TRAVEL
PUBLIC PROCUREMENT REVIEW BOARD
SPECIAL MEETING AGENDA
March 16, 2016**

- 1. REQUESTING AGENCY:** University of Mississippi Medical Center (UMMC)
SUPPLIER: Southern Emergency & Rescue Vehicle Sales
MAGIC NUMBER: 8200023817
AMOUNT OF CONTRACT: \$1,325,272.00
TERM OF CONTRACT: 3/16/2016-3/01/2017
SCOPE OF CONTRACT: Type I Ambulances, Type I Critical Care Trucks, and Wheel Chair Van
PURCHASE METHOD: Competitive Bid (Trade-In with Purchase)
COMMENTS: University of Mississippi Medical Center, (UMMC) solicited bids for three (3) Type 1 Ambulances, two (2) Type 1 Critical Care Trucks, and one (1) Wheel Chair Capable Van & Trade-In of One (1) Type 1 Ambulance (Trade-In Value \$ 3500.)
COMPLIANCE WITH PROCEDURES (YES, NO): No, the agency is asking to deviate from Procurement Manual Regulation 4.104.01.2 (3) (a) "Brand Name Specification Use" due to requesting one brand name in their bid (liquid spring or equivalent suspension system) without receiving prior approval from the Chief Procurement Officer, as required. If approved by the Board, the agency will be in compliance with procedures. (Please see attached letter from UMMC requesting deviation from this regulation.)
ADDITIONAL COMMENTS IF NEEDED: Based on the information submitted by the Agency, we ask for the Board's approval contingent upon the issuance of a purchase order or an award letter by the agency to approve this purchase.



THE UNIVERSITY OF MISSISSIPPI
MEDICAL CENTER
EDUCATION • RESEARCH • HEALTHCARE

VIA EMAIL

March 10, 2016

Monica Ritchie
Chief Procurement Officer
Mississippi Department of Finance and Administration
Office of Purchasing, Travel, and Fleet Management
501 North West Street
Jackson, MS 39201

RE: Brand Name Specification for Invitation for Bid 3610 (IFB 3610)

Dear Ms. Ritchie:

The University of Mississippi Medical Center (UMMC) apologizes for deviating from proper procedures regarding Brand Name Specification in IFB 3610. Specification 2.6.2.8 regarding the "liquid spring or equivalent" suspension system was understood by UMMC to be an industry improvement as the air ride suspension systems that are available on the market and were not a brand specific item. Further, it was UMMC understanding that these types of springs were necessary as other springs on the market are prone to leak, thus causing the ambulance and patient to be stranded. Per online research, the liquid spring strut was conceived over 20 years ago, mainly for off-highway mining trucks and recently innovated by Liquid Spring Technologies, Inc. to be used in other markets. UMMC requests approval to proceed with the procurement of the Type 1 Ambulances, Type I Critical Care Trucks, and the Wheelchair Capable Van from Southern Emergency & Rescue Vehicle Sales (S.E.R.V.S.)

Sincerely,

Stacy Baldwin
Director of Contracts Administration
Agency Procurement Officer

PUBLIC PROCUREMENT REVIEW BOARD

SPECIAL MEETING

MARCH 16, 2016

LEASES

850-000

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

(A) LEASES WITH NO INCREASE IN COST OR SPACE:

<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>
MMRS	210 E. Capitol St. Jackson	07/01/2016 06/30/2021	O	42,130	42,130	\$13.78inc	\$13.78inc	N	0	\$580,551 rounded	325-251-21A 07305

MMRS requested in addition to early termination as noted in Section 9 and 10 of the original lease agreement, the Lessee shall retain the option to terminate for any reason following the 36th month of the extension period. The current lease rate will continue with no escalation at an amount of \$13.78 per foot per year for the term of the extension. As a part of this lease extension, the Lessor shall waive any rent for the months of April and May of 2016. In the event that the lessee continues the lease extension after the initial 36 month period, the 37th month rent will also be waived. The parking terms will continue as stated in the original lease.

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