

PUBLIC PROCUREMENT REVIEW BOARD

REGULAR MEETING

WEDNESDAY, FEBRUARY 01, 2017

A regular meeting of the Public Procurement Review Board (PPRB) was scheduled for 3:30 p.m. in the 13th floor Conference Room of the Woolfolk State Office Building located in Jackson, Mississippi.

PRESENT

Mrs. Laura D. Jackson, Chairman
Mr. Brian Pugh, Vice Chairman
Mr. Charles R. Snowden, Member

OTHERS

Ms. Aubrey Leigh Goodwin, Director of the Office of Purchasing, Travel and Fleet Management, DFA
Mr. Mike Cook, Director of the Office of Purchasing and Travel, DFA
Mr. Kent Adams, Director of Real Property Management, DFA
Mr. Glenn Kornbrek, Director of the Bureau of Building, Grounds and Real Property Management, DFA
Mr. Edward Wiggins, Jr., Special Assistant Attorney General, DFA
Ms. Melody Coulson, PPRB Recorder

GUESTS

David Caldwell, MDOR
Lanell Strait, MDOR

The Chairman called the meeting to order at 3:35 p.m.

MINUTES

Mrs. Jackson asked if the Minutes had been reviewed for the following meetings:

- Regular Meeting, Wednesday, January 04, 2017

Mr. Pugh made a motion to approve. Mr. Snowden seconded and the motion carried.

OFFICE OF PURCHASING, TRAVEL AND FLEET MANAGEMENT (OPTFM)

Mr. Cook presented the following:

1. Mississippi Department of Transportation (MDOT) – Award to Waters Truck & Tractor Co., Inc., in the amount of \$562,533.30 for Contract extension for one (1) year (02/3/2016-12/31/2017) for Agency Contract for new truck tractors. Mr. Snowden made a motion to approve one year extension at the current pricing. Mr. Pugh seconded and the motion carried.
2. Mississippi Department of Transportation (MDOT) - Award to Equipment Inc., in the amount of \$1,101,642.48 for Eleven Months (11) Months 2/01/2017 – 12/31/2017 with the option to extend the contract for up to a one (1) year period upon written acceptance of both parties for Agency contract for purchase of new Front End Loaders. Mr. Pugh made a motion to approve contingent upon the issuance

PUBLIC PROCUREMENT REVIEW BOARD

Regular Meeting

Wednesday, February 01, 2017

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of a purchase order or an award letter by the Agency to award this contract. Mr. Snowden seconded and the motion carried.

3. University of Mississippi Medical Center (UMMC) - Award to One Lambda, in the amount of \$1,202,442.87 for One (1) Year (02/01/2017 – 01/31/2018) for Sole Source contract for One Lambda Transplant Diagnostic Reagents and Consumables. Mr. Snowden made a motion to approve contingent upon the issuance of a purchase order or an award letter by the Agency to award this contract. Mr. Pugh seconded and the motion carried.
4. University of Mississippi Medical Center (UMMC) - Award to Beckman Coulter, Inc., in the amount of \$1,918,152.50 for Three (3) Years (02/15/2017 – 12/31/2019) for Competitive Purchasing Agreement (GPO- Amerinet Contract VL0500) for Reagent Rental Agreement. Mr. Pugh made a motion to ratify this award. Mr. Snowden seconded and the motion carried.
5. University of Southern Mississippi (USM) - Award to COMPOSITE ALLIANCE, in the amount of \$515,000.00 for One (1) Year (02/02/2017 – 01/018/2018) for a RTM/VaRTM Work Station. Mr. Snowden made a motion to approve contingent upon the issuance of a purchase order or an award letter by the Agency to award this contract. Mr. Pugh seconded and the motion carried.
6. University of Southern Mississippi (USM) - Award to XENOCS, in the amount of \$616,594.00 for One (1) Year (02/02/2017 – 01/018/2018) for a X-Ray Scattering System. Mr. Snowden made a motion to approve contingent upon the issuance of a purchase order or an award letter by the Agency to award this contract. Mr. Pugh seconded and the motion carried.

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

Leases

Mr. Adams presented the following:

The Board reviewed (a) Leases With No Increase in Cost or Space. Mr. Pugh made the motion to approve leases in (a) as recommended by the Division of Real Property Management, contingent upon fully executed leases. Mr. Snowden seconded, and the motion carried.

The Board reviewed (b) Leases With an Increase in Cost or Space. Mr. Pugh 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) New Leases. Mr. Pugh made the motion to approve (c) as recommended by the Division of Real Property Management, contingent upon fully executed leases. Mr. Snowden seconded, and the motion carried.

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

Construction

Mr. Kornbrek presented the following:

Bid Award on GS# 102-260 Zeigel Hall Renovation Delta State University (Cleveland, Mississippi) to Roy Collins Construction Co., Inc., Cleveland, Mississippi, in the amount of \$5,185,499.00 (Lowest

PUBLIC PROCUREMENT REVIEW BOARD

Regular Meeting

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responsive of 2 bids received) (Low bidder, RC Construction was non-responsive due to placing Business ID # in required location for COR #. Award being made to second bidder) Mr. Snowden made a motion to approve. Mr. seconded and the motion carried.

A report of the Agency Contracts, Construction, F&E, and ITS Awards for the record. The Board acknowledged the report.

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


Mrs. Laura D. Jackson


Mr. Brian Pugh


Mr. Charles R. Snowden



STATE OF MISSISSIPPI
GOVERNOR PHIL BRYANT

DEPARTMENT OF FINANCE AND ADMINISTRATION

LAURA D. JACKSON
EXECUTIVE DIRECTOR

NOTICE

A Regular Meeting of the

PUBLIC PROCUREMENT REVIEW BOARD

will be held Wednesday, February 01, 2017, 3:30 p.m. in the
13th floor Conference Room
Woolfolk State Office Building

AGENDA

PUBLIC PROCUREMENT REVIEW BOARD Regular Meeting 3:30 p.m. WEDNESDAY, FEBRUARY 01, 2017

I. MINUTES

Request to approve the following minutes from the previous month:

- Regular Meeting, Wednesday, January 04, 2017

II. OFFICE OF PURCHASING, TRAVEL AND FLEET MANAGEMENT (OPTFM)

Mr. Mike Cook, Director of the Office of Purchasing and Travel, presents the following:

- 2 contracts for the Department of Transportation (MDOT)
- 2 contract for the University of Mississippi Medical Center (UMMC)
- 2 contracts for the University of Southern Mississippi (USM)

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

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

- Leases With No Increase in Cost or Space (a)
- Leases With An Increase in Cost or Space (b)
- New Leases (c)
- Wildlife Farmland Leases (d)
- Parchman Farmland Leases (e)

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

- Bid Award #102-260 Zeigel Hall Renovation, Delta State University (DSU)
- Report of Construction, F&E and ITS Awards

IV. NEXT MEETING DATE

- Regular Meeting, Wednesday, March 01, 2017

**OFFICE OF PURCHASING AND TRAVEL
PUBLIC PROCUREMENT REVIEW BOARD
MEETING AGENDA
February 1, 2017**

- 1. REQUESTING AGENCY:** Mississippi Department of Transportation (MDOT)
SUPPLIER: Waters Truck & Tractor Co., Inc.
MAGIC NUMBER: 8200023340
AMOUNT OF CONTRACT: \$562,533.30
TERM OF CONTRACT: Contract extension for one (1) year (02/3/2016-12/31/2017).
SCOPE OF CONTRACT: Agency Contract for new truck tractors
PURCHASE METHOD: Competitive RFX – (Agency Contract)
COMMENTS: MDOT has submitted a request to extend Agency contract # 8200023340 for a period of one (1) year to allow the Agency to purchase up to six (6) Truck Tractors International Model 8600 at the awarded bid price of \$93,755.55 each with no change in price. Bid specifications allowed for annual contract extensions. The original contract was awarded to the lowest of three (3) bidders. The contract was approved by PPRB on 2/3/2016 and is now awaiting extension approval.
COMPLIANCE WITH PROCEDURES (YES, NO): Yes
ADDITIONAL COMMENTS IF NEEDED: Based on the information submitted by the Agency, we ask for the Board's approval for this one year extension at the current pricing.

- 2. REQUESTING AGENCY:** Mississippi Department of Transportation (MDOT)
SUPPLIER: Equipment Inc.
MAGIC NUMBER: 8200030361
AMOUNT OF CONTRACT: \$1,101,642.48
TERM OF CONTRACT: Eleven Months (11) Months 2/01/2017 – 12/31/2017 with the option to extend the contract for up to a one (1) year period upon written acceptance of both parties.
SCOPE OF CONTRACT: Agency contract for purchase of new Front End Loaders.
PURCHASE METHOD: Competitive RFX – (Agency Contract)
COMMENTS: MDOT solicited bids for the purchase of Front End Loaders. Seven (7) responses were received. MDOT is requesting to award to the lowest bidder. No protests were received. One (1) Front End Loader is being purchased now at \$183,607.08 using Master Lease Purchase funds. Additionally, an agency contract is being set up to possibly purchase five (5) more if needed. MDOT's Master Lease Series 2016A for highways construction equipment was previously approved by PPRB on 12/14/2015.
COMPLIANCE WITH PROCEDURES (YES, NO): Yes
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 award the contract.

3. **REQUESTING AGENCY:** University of Mississippi Medical Center (UMMC)
SUPPLIER: One Lambda
MAGIC NUMBER: 8800005566
AMOUNT OF CONTRACT: \$1,202,442.87
TERM OF CONTRACT: One (1) Year (02/01/2017 – 01/31/2018)
SCOPE OF CONTRACT: One Lambda Transplant Diagnostic Reagents and Consumables
PURCHASE METHOD: Sole Source
COMMENTS: UMMC is requesting approval to purchase reagents from One Lambda to use together with One Lambda's Human Leukocyte Antigen (HLA) Fusion Analysis Software after following sole source regulations with no objections. This purchase was presented to and approved by IHL on 1/19/2017. The HLA Laboratory is the only one in the State and provides all of the tissue typing and antibody screening services for UMMC's transplant Center and the Mississippi Organ Recovery Agency. One Lambda produces the HLA Fusion analysis software and is a tool that is able to import raw data directly from the Luminex analyzer.
COMPLIANCE WITH PROCEDURES (YES, NO): Yes
ADDITIONAL COMMENTS IF NEEDED: Based on the information submitted by the Agency, we ask that the Board approve this award.
4. **REQUESTING AGENCY:** University of Mississippi Medical Center (UMMC)
SUPPLIER: Beckman Coulter, Inc.
MAGIC NUMBER: 8200030677
AMOUNT OF CONTRACT: \$1,918,152.50
TERM OF CONTRACT: Three (3) Years (02/15/2017 – 12/31/2019)
SCOPE OF CONTRACT: Reagent Rental Agreement
PURCHASE METHOD: Competitive Purchasing Agreement (GPO- Amerinet Contract VL0500)
COMMENTS: UMMC is requesting ratification to enter into a reagent rental agreement with Beckman Coulter, Inc. for the upgrade of equipment to be used in the Pathology Department. This rental agreement was presented to and approved by IHL on 1/19/2017. Under the agreement, Beckman will provide UMMC with upgraded flow cytometry equipment to include two (2) Prep Plus Workstations with associated accessory kits and prep workstations, two (2) Navios Upgrade Kits with workstation, one (1) Kaluza Software application and service and maintenance. The cost of the equipment will be factored into the cost of the reagents, which UMMC will commit to purchase the monthly minimum required volume. UMMC utilizes this equipment for a variety of clinical applications, such as solid organ transplant cross-matching and monitoring of HIV therapy.
COMPLIANCE WITH PROCEDURES (YES, NO): Yes
ADDITIONAL COMMENTS IF NEEDED: Based on the information submitted by the Agency, we ask that the Board ratify this award.

5. **REQUESTING AGENCY:** University of Southern Mississippi (USM)
MAGIC NUMBER: 8200030700
AMOUNT OF CONTRACT: \$515,000.00
SUPPLIER: COMPOSITE ALLIANCE
TERM OF CONTRACT: One (1) Year (02/02/2017 – 01/018/2018)
SCOPE OF CONTRACT: RTM/VaRTM Work Station
PURCHASE METHOD: Competitive RFx
COMMENTS: USM solicited a bid for one (1) RTM/VaRTM Work Station with one responsive bid and no protests. This research equipment is a hydraulic multi-purpose press that forms thermoplastic composite material from thermoplastic resin. The equipment is funded by an Army Research Laboratory Ballistics Polymers grant.
COMPLIANCE WITH PROCEDURES (YES, NO): No, the agency is asking to deviate from Procurement Manual Regulation 3.106.08 "Amendments to Invitations for Bids" which requires a bid opening to be extended five working days if an amendment is issued within two (2) working days of the opening. Due to inclement weather, the agency had to close and issued an addendum extending the bid opening date to the next working day. Because the addendum did not change any specifications and only changed the date of the opening, the agency is requesting it be given permission to proceed with the award. (Please see attached letter from the agency 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 award the contract.
6. **REQUESTING AGENCY:** University of Southern Mississippi (USM)
MAGIC NUMBER: 8200030701
AMOUNT OF CONTRACT: \$616,594.00
SUPPLIER: XENOCS
TERM OF CONTRACT: One (1) Year (02/02/2017 – 01/018/2018)
SCOPE OF CONTRACT: X-Ray Scattering System
PURCHASE METHOD: Competitive RFx
COMMENTS: USM solicited a bid for one (1) X-Ray Scattering System with one responsive bid and no protests. This research equipment experiments in transmission geometry that is funded by an Army Research Laboratory Ballistics Polymers grant.
COMPLIANCE WITH PROCEDURES (YES, NO): No, the agency is asking to deviate from Procurement Manual Regulation 3.106.08 "Amendments to Invitations for Bids" due to inclement weather causing the date change of bid opening. If approved by the Board, the agency will be in compliance with procedures. (Please see attached letter from/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 award contract.



**THE UNIVERSITY OF
SOUTHERN MISSISSIPPI**

Procurement and Contract Services
118 College Drive #5003 | Hattiesburg, MS 39406-0001
Phone: 601.266.4131 | Fax: 601.266.5182 | www.usm.edu

January 20, 2017

Ms. Aubrey Leigh Goodwin
Chief Procurement Officer
Director of Purchasing, Travel and Fleet Management
DFA - Office of Purchasing, Travel and Fleet Management
Woolfolk Building #701A
501 N. West Street
Jackson, MS 39201

Subj: Request Approval of Deviation from Regulations on Bid 17-18 (Contract #
8200030700)

Dear Ms. Goodwin,

The University of Southern Mississippi is requesting approval of a deviation from regulations on its Bid 17-18, pursuant to §2.102.02 Deviation from these Regulations of the Procurement Manual. I understand that this will require Public Procurement Review Board (PPRB) approval. We issued an amendment that was intended only to alert bidders of the date of opening change and simply document why the bids weren't being opened on the last published date. The bid opening date was pushed forward on the calendar because the university abruptly closed for possible inclement weather. Please see attached email notification.

We realize now that our bids should contain language stating that bids will be opened the next business day at the same time if our office is closed due to weather. I will ensure that language is made part of our bid template going forward.

Your consideration of this request is greatly appreciated. If you have questions regarding this request, please do not hesitate to contact me at 601-266-4136 or steve.ballew@usm.edu.

Respectfully,

Steve Ballew, C.P.M., CMPA
Director

Steve Ballew

From: Eagle Alert - The University of Southern Mississippi <noreply@myschoolcast.com>
Sent: Friday, January 6, 2017 12:34 PM
To: Steve Ballew
Subject: University Locations to Close at 1 p.m.

All University of Southern Mississippi's campuses and locations will close at 1 p.m. today, with the exception of essential personnel, in anticipation of winter weather expected to reach south Mississippi this afternoon.

The Hattiesburg campus is now under an "elevated" threat for winter weather, including the possibility of accumulating freezing rain, sleet and snow, beginning at approximately 3 p.m. All locations on the Gulf Coast are also expected to see severe thunderstorms this afternoon as well as the effects of winter weather beginning this evening.

Southern Miss students and employees are urged to continue to monitor local media outlets and to use caution if traveling this evening and early Saturday. Mini-session classes are scheduled to resume on Monday, Jan. 9, at 8 a.m.

This message was sent by The University of Southern Mississippi using the CampusCast system.
The University of Southern Mississippi
<https://www.myschoolcast.com/go/usm>



**THE UNIVERSITY OF
SOUTHERN MISSISSIPPI**

Procurement and Contract Services
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Phone: 601.266.4131 | Fax: 601.266.5182 | www.usm.edu

January 20, 2017

Ms. Aubrey Leigh Goodwin
Chief Procurement Officer
Director of Purchasing, Travel and Fleet Management
DFA - Office of Purchasing, Travel and Fleet Management
Woolfolk Building #701A
501 N. West Street
Jackson, MS 39201

Subj: Request Approval of Deviation from Regulations on Bid 17-17 (Contract #
8200030701)

Dear Ms. Goodwin,

The University of Southern Mississippi is requesting approval of a deviation from regulations on its Bid 17-17, pursuant to §2.102.02 Deviation from these Regulations of the Procurement Manual. I understand that this will require Public Procurement Review Board (PPRB) approval. We issued an amendment that was intended only to alert bidders of the date of opening change and simply document why the bids weren't being opened on the last published date. The bid opening date was pushed forward on the calendar because the university abruptly closed for possible inclement weather. Please see attached email notification.

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Director

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PUBLIC PROCUREMENT REVIEW BOARD

REGULAR MEETING

February 1, 2017

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*</u>	<u>Previous Sq. Ft.</u>	<u>Proposed Sq. Ft.</u>	<u>Previous** \$/Sq. Ft.</u>	<u>Proposed** \$/Sq. Ft.</u>	<u>%Fed</u>		<u>\$/Year</u>	<u>Lease #</u>
			<u>Space</u>					<u>Esc</u>	<u>Fund</u>		
MSDH	8791 N West Dr Southaven	04/01/2017 09/30/2020	O/WH	9,000	9,000	\$7.67+UJ	\$7.67+UJ	N	100%	\$69,030	390-172-20B 07277
Geology	777 Harris St Jackson	04/01/2017 03/31/2022	O	864	864	\$9.03inc	\$9.03inc	N	0%	\$7,800	596-251-22A 07344
Tax Appeals	Crain Ridge Jackson	03/01/2017 06/30/2017	O	1,556	1,556	\$13.73inc	\$13.73inc	N	0%	21,365	810-251-17A 07254

Board of Tax Appeals ask for a 4 month extension of their present lease for the purpose of allowing sufficient time for the renovation of a state owned location. The lessor of the current property is in agreement with a continuation of the present terms and conditions of the current lease for the requested 4 months.

(b) LEASES WITH AN INCREASE IN COST OR SPACE:

<u>Agency</u>	<u>Location</u>	<u>Eff. Date</u>	<u>Type*</u>	<u>Previous Sq. Ft.</u>	<u>Proposed Sq. Ft.</u>	<u>Previous** \$/Sq. Ft.</u>	<u>Proposed** \$/Sq. Ft.</u>	<u>%Fed</u>		<u>\$/Year</u>	<u>Lease #</u>
			<u>Space</u>					<u>Esc</u>	<u>Fund</u>		
MDAH	906 N. Halstead Hutchinson, KS	07/01/2016 06/30/2021	S	720	720	\$7.85	\$9.17	N	0%	\$6,600	060-902-21A 00609

MDAH ask PPRB for a waiver on advertisement because of the uniqueness of the storage facility.

(c) NEW LEASES

<u>Agency</u>	<u>Location</u>	<u>Eff. Date</u>	<u>Type*</u>	<u>Previous Sq. Ft.</u>	<u>Proposed Sq. Ft.</u>	<u>Previous** \$/Sq. Ft.</u>	<u>Proposed** \$/Sq. Ft.</u>	<u>%Fed</u>		<u>\$/Year</u>	<u>Lease #</u>
			<u>Space</u>					<u>Esc</u>	<u>Fund</u>		
MDOR	900 Hwy 19 S. Meridian	07/01/2017 06/30/2023	O		3,500		\$12.00+UJ	N	0	\$42,000	800-381-23A 01414

MDOR ask PPRB for an exception to the normal RPM procedures per the attached letter dated December 16, 2016.

(d) WILDLIFE FARMLAND LEASES

Consider a request from the Department of Wildlife, Fishers and Parks to award the following New Farmland Leases for the 2017 crop year. A check for the full rent was delivered with each bid which was provided to Wildlife, Fisheries and Parks for the year 2017. This request from the DWFP includes a lease for one (1) year in duration for grain crop only, with four (4) options to renew by Lessee and Lessor, one year at a time, in writing by October 1 with payment for renewal term no later than December 1.

Black Prairie WMA- Farm 4135 (Lowndes County)

Bid Date: January 17, 2017, 11:00:00 AM
 Acreage: 1,659±
 Lessee: Old Walthall Farms, LLC
 Bid Amount: \$77,190.00
 Selection: Highest of three bids received.

Indianola WMA-Farm 4800, 3848, 5114, 6575 (Sunflower County)

Bid Date: January 17, 2017, 2:00:00 PM
 Acreage: 571±
 Lessee: Britt Crop Care, Corp.
 Bid Amount: \$45,109.00
 Selection: Highest of two bids received.

O'Keefe WMA-Farm 2608(Quitman County)

Bid Date: January 18, 2017, 2:00 PM
Acreage: 452±
Lessee: 5K and J Farms II
Bid Amount: \$45,000.00
Selection: Highest of two bids received.

Howard Miller WMA-Farms 1310 (Issaquena County)

Bid Date: January 18, 2017, 11:00 AM
Acreage: 1718±
Lessee: Valley Park Farms
Bid Amount: \$275,606.00
Selection: Highest of three bids received.

(e) PARCHMAN FARMLAND LEASES:

NEW LEASES: On January 30, 2017 Mississippi Department of Corrections and Parchman Agricultural Enterprises ask PPRB to approve the leases listed below. This list contains the results of bids opened on January 24, 2017. These leases will be for a minimum of three (3) years beginning in March of 2017.

Sunflower County

<u>Tract</u>	<u>Winning Bidder</u>	<u># of Acers</u>	<u>Total Bid</u>	<u>Minimum</u>	<u>Bid \$ per Acer</u>
7	William E. Livingston, Jr.	284.34	\$27,609.41	\$96.25	\$97.10

Quitman County

<u>Tract</u>	<u>Winning Bidder</u>	<u># of Acers</u>	<u>Total Bid</u>	<u>Minimum</u>	<u>Bid \$ per Acer</u>
1	Kellen Corbin Farms	197.00	\$13,987.00	\$57.92	\$71.00

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



PO Box 571, Jackson, MS 39205-0571
601-576-6850 • Fax 601-576-6975
mdah.state.ms.us
Katie Blount, Director

January 3, 2017

Kent E. Adams
Real Property Management Director
Department of Finance and Administration
501 North West Street
Jackson, MS 39201

Dear Mr. Adams:

I am writing to request an exemption that will allow the Mississippi Department of Archives and History to continue to use Underground Vaults and Storage as our off-site storage and services facility for microfilm produced by MDAH. UV&S is the best vendor to provide this service for these reasons:

- 1) They provide an offsite storage space for our copy negatives. If something happened to the master negatives and positive copies at the William F. Winter Archives Building, we would be able to get new positive copies of our film from UV&S.
- 2) Not just any storage facility or warehouse will suffice. Being underground allows UV&S better control of its temperature and humidity, which is critical to storing microfilm. Fluctuations in either temperature or relative humidity can damage microfilm.
- 3) When patrons contact us for microfilm copies UV&S makes the copies, saving the film from being shipped from vendor to vendor, which could harm it.

If MDAH had to move the microfilm collection from UV&S, we would be charged the following:

\$3434.00	For retrieving the film from the vault and retrieving for permanent removal
\$437.00	Shipping boxes for microfilm
\$2000.00	Cost to ship film to another storage facility

The total estimated cost is \$5871.00 to move the collection from UV&S. We would also need to sign a new contract for a new facility.

For these reasons, I believe it is best for MDAH to continue to store microfilm at UV&S, and I respectfully request an exemption to allow us to do so. If you have any questions, please do not hesitate to contact me. Thank you for your consideration.

Sincerely,

A handwritten signature in blue ink that reads "Katie Blount". The signature is written in a cursive style with a long horizontal stroke at the end.

Katie Blount

Director



December 16, 2016

VIA U.S. MAIL AND E-MAIL: Kent.Adams@dfa.ms.gov

Kent Adams, Real Property Management Director
Mississippi Department of Finance
501 North West Street
Jackson, MS 39201

RE: Leasing Procedures

Dear Kent,

I hope all is going well with you.

I am writing on behalf of the Mississippi Department of Revenue to request an exception to the use of the leasing procedures listed in the Mississippi State Agency Leasing Procedure Manual for the leasing of new real property in Meridian, Mississippi. Currently, the Mississippi Department of Revenue leases property located at 896 Highway 19 South from Allred Investments, L.L.C. at the rate of \$5,684.00 per month. The active rental agreement is set to run until January 31, 2018.

Recently, Allred Investments approached the Department of Revenue and proposed that the Department move its personnel out of the current location and relocate at a facility to be constructed by Allred Investments. Allred Investments is aware that DOR is in the process of downsizing its district locations, and the current location will not meet the criteria for downsizing. Allred Investments has identified a tenant that is willing to move in to the building currently occupied by DOR under a long term lease. Therefore, Allred wishes to work with DOR to find a suitable location for DOR to move to in an attempt to ensure that Allred's current location remains occupied for the foreseeable future while still providing DOR with a building that satisfactorily meets its requirements.

Under its proposal, Allred Investments will construct a new location with the dimensions and facilities required by DOR. The monthly rent would be approximately \$3,500.00 per month; \$2,184.00 per month lower than the rate currently being paid by DOR at its Meridian location. The Department would be expected to sign a 6 year lease with an option for a 3 year extension. The Department has reviewed this proposal and believes it is in its and the State's best interest to accept.

Miss. Code Section 29-5-2 provides the Office of General Services, Bureau of Buildings, Grounds and Real Property Management with the authority and duty to approve or disapprove any lease agreements of real property by state agencies. Although certain procedures for the leasing of real property are listed in the Mississippi State Agency Leasing Procedure Manual, the Manual specifically provides authority under which the Division of Real Property Management,

Kent Adams

December 16, 2016

Page 2 of 2

Office of General Services, and/or the Public Procurement Review Board may deviate from such procedures at its sole discretion. Earlier this year, there had been discussion of moving to an alternative existing building provided by Allred Investments for the remainder of the lease agreement. Although an exception was granted to make such a move without requiring the issuance of an RPM, DOR ultimately determined that the building was undesirable due to its location. DOR is requesting that a similar exception to the RPM process be made so that it may move quickly to the proposed newly built location in Spring of 2017.

If you have any questions or wish to discuss this further, please don't hesitate to contact me. Otherwise, I look forward to your assistance in this matter.

Best,



David L. Caldwell

Senior Attorney

Mississippi Department of Revenue

cc: Herb Frierson, Commissioner *(via e-mail)*
Meg Bartlett, Associate Commissioner *(via e-mail)*
Ashley May, Chief Counsel *(via e-mail)*
Lanell Strait *(via e-mail)*

AGENDA

PUBLIC PROCUREMENT REVIEW BOARD

WEDNESDAY, FEBRUARY 01, 2017

BID AWARD FOR PPRB APPROVAL

GS# 102-260

Zeigel Hall Renovation

Delta State University

(Cleveland, Mississippi)

The Bureau of Building, Grounds and Real Property Management requests approval of the following: Award to Roy Collins Construction Co., Inc., Cleveland, Mississippi, in the amount of \$5,185,499.00 (Lowest responsive of 2 bids received) (Low bidder, RC Construction was non-responsive due to placing Business ID # in required location for COR #. Award being made to second bidder)

AGENDA

PUBLIC PROCUREMENT REVIEW BOARD

WEDNESDAY, FEBRUARY 01, 2017

Report of Construction Awards and F & E Awards

Under procedures approved by PPRB and submitted to the Secretary of State's Office, the DFA Executive Director has authorized, in a memorandum dated June 6, 2011, the following (effective 7-1-11 with new Bureau of Building Director and DFA Deputy Executive Director):

- (a) Construction awards under \$3,000,000.00 to be signed by the Bureau of Building, Grounds and Real Property Management Director; awards between \$3,000,000.00 and \$5,000,000.00 to have an additional signature by Department of Finance and Administration Deputy Executive Director, Charles R. Snowden; and awards over \$5,000,000.00 to be approved by PPRB.
- (b) F&E awards under \$1,000,000.00 to be signed by the Bureau of Building, Grounds and Real Property Management Director; F&E awards between \$1,000,000.00 and \$2,000,000.00 to have an additional signature by Department of Finance and Administration Deputy Executive Director, Charles R. Snowden; and F&E awards over \$2,000,000.00 to be approved by PPRB.

The Bureau of Building, Grounds and Real Property Management submits the following awards, for the record, which fall under \$5,000,000.00 for construction and under \$2,000,000.00 for F&E, contingent upon the execution of completed contracts. These awards are for January 1, 2017 through January 31, 2017.

Construction, F&E & ITS Award

See the attached BRICKS report

BoB-AD-080 PPRB Awards Report

Query Parameters:

Results matching ALL following condition(s):

Data Element: Condition Value

Bid and Quote Awards / Dir. Approval Date: between 2017-01-01 to 2017-01-31

Workflow / Workflow Status: equals Completed

Bid and Quote Awards / Status: equals Dir_Approved, SAF_Printed

Bid and Quote Awards / Amount: between 0 to 5000000

Workflow / Setup Name: contains GC

01/31/2017

Project Name	Institution/Agency Name	Contract Scope	Bid Clarification	Low Base Bid?	# Bids	# Quote	Award Number	CP-1 #	State Contract #	Company Name	Dir. Approval Date	Amount
Bid Award- GC												
103-268 Capitol Centre Improvements	Jackson State University	Installation through Warranty Phase for the replacement of the existing 155 ton chiller at the Capital Centre building.		Yes	8	0	GC002			Hermetic Rush Services, Inc.	01/28/2017	\$123,810.00
108-279 Lucas Admin. Envelope Repairs	University of Southern Mississippi	Mechanical upgrades in the Lucas Administration Building at the University of Southern Mississippi.		Yes	3	0	GC002			McLain Plumbing & Electrical Service, Inc.	01/13/2017	\$232,500.00
111-053 Primary Electrical Replacement	Mississippi Center for Education and Research (R&D)	New primary power system and main panel boards, motor control center and transformers. Demolition of existing electrical system as detailed on the drawings.		Yes	5	0	GC001			Moses Electric, Inc.	01/02/2017	\$1,461,000.00
412-181 Generator Upgrades	Mississippi State Hospital	Installation and Warranty phases of emergency generators for buildings 30, 32, 56, 60, 63, 69, 78 and 84.		Yes	9	0	GC001			Killien Contractors, Inc.	01/28/2017	\$334,224.00
421-094 Building 7 Renovation	Boswell Regional Center	Renovation of Building 7 to include complete renovation of 2nd floor, basement equipment updates, as well as improvements to toilet rooms, kitchen, HVAC, and electrical systems.		Yes	3	0	GC001			Mayrant & Associates, LLC	01/28/2017	\$1,654,050.00
423-095 Cottage Sprinkler Systems	Hudspeth Regional Center	Construction and warranty phases of the installation of sprinkler and fire		Yes	2	0	GC002			Sullivan Enterprises, Inc.	01/09/2017	\$196,000.00

BoB-AD-080 PPRB Awards Report

Query Parameters:
 Results matching ALL following condition(s):
 Data Element: Condition Value
 Bid and Quote Awards / Dir. Approval Date: between 2017-01-01 to 2017-01-31
 Workflow / Workflow Status: equals Completed
 Bid and Quote Awards / Status: equals Dir_Approved_SAF_Printed
 Bid and Quote Awards / Amount: between 0 to 5000000
 Workflow / Setup Name: contains GC

01/31/2017

Project Name	Institution/Agency Name	Contract Scope	Bid Clarification	Low Base Bid?	# Bids	# Quote	Award Number	CP-1 #	State Contract #	Company Name	Dir. Approval Date	Amount
507-049 Boiler Upgrades	Mississippi State Veterans Affairs Board	alarm systems in Camelia and Pines Cottages on the Hudspeth Regional Center Campus.		Yes	3	0	GC001			Acy Mechanical, LLC	01/02/2017	\$142,100.00
Bid Award- GC												4,143,684.00
Count: 7												
Quote Award - GC												
377-003 NSSC Chillers (EMER)	Stennis Space Center (Office of Capitol Facilities) (Department of Finance and Administration)	Chiller replacement at NSSC		Yes	3	0	GC001			D.N.P., Inc.	01/18/2017	\$289,200.00
Quote Award - GC												289,200.00
Count: 1												
Total:												4,432,884.00

Count: 8

BoB-AD-080 PPRB Awards Report

Query Parameters:

Results matching ALL following condition(s):

Data Element: Condition Value

Bid and Quote Awards / Dir. Approval Date: between 2017-01-01 to 2017-01-31

Workflow / Workflow Status: equals Completed

Bid and Quote Awards / Status: equals Dir_Approved, SAF_Printed

Bid and Quote Awards / Amount: between 0 to 5000000

Workflow / Setup Name: contains FE

01/31/2017

Project Name	Institution/Agency Name	Contract Scope	Bid Clarification	Low Base Bid?	# Bids	# Quote	Award Number	CP-1 #	State Contract #	Company Name	Dir. Approval Date	Amount
Quote Award - FE												
105-345 Classroom Bldg. with Parking	Mississippi State University	Procurement, delivery and installation of tables and seating for the MSU Classroom Building. State Contract Procurement # 8200024899 - KI.		Yes	1	1	FE005		8200024899	Office Innovations, Inc.	01/28/2017	\$127,237.20
105-345 Classroom Bldg. with Parking	Mississippi State University	Procurement, delivery and installation of tables and seating for the MSU Classroom Building. State contract procurement # 8200024899 - KI.		Yes	1	1	FE006		8200024899	Interior Elements	01/28/2017	\$381,146.45
367-012 Tenant Improvements - MMRS	Robert G. Clark, Jr. Building (Office of Capital Facilities) (Department of Finance and Administration)	Procurement, delivery and installation of seating for MMRS located in the Robert Clark Building. State Contract Procurement # 8200024901 - EKO.		Yes	1	1	FE001		8200024901	Barefield Workplace Solutions	01/02/2017	\$1,597.90
367-012 Tenant Improvements - MMRS	Robert G. Clark, Jr. Building (Office of Capital Facilities) (Department of Finance and Administration)	Procurement, delivery and installation of seating and tables for MMRS located in the Robert Clark Building. State Contract Procurement # 8200024719 - Kimball.		Yes	1	1	FE002		8200024719	Barefield Workplace Solutions	01/02/2017	\$41,050.52
367-012 Tenant Improvements - MMRS	Robert G. Clark, Jr. Building (Office of Capital Facilities) (Department of Finance and Administration)	Procurement, delivery and installation of seating for MMRS located in the Robert Clark Building.		Yes	1	1	FE003		8200024965	Barefield Workplace Solutions	01/02/2017	\$21,036.72

BoB-AD-080 PPRB Awards Report

Query Parameters:

Results matching ALL following condition(s):

Data Element: Condition Value

Bid and Quote Awards / Dir. Approval Date: between 2017-01-01 to 2017-01-31

Workflow / Workflow Status: equals Completed

Bid and Quote Awards / Status: equals Dir_Approved, SAF_Printed

Bid and Quote Awards / Amount: between 0 to 5000000

Workflow / Setup Name: contains FE

01/31/2017

Project Name	Institution/Agency Name	Contract Scope	Bid Clarification	Low Base Bid?	# Bids	# Quote	Award Number	CP-1 #	State Contract #	Company Name	Dir. Approval Date	Amount
367-012 Tenant Improvements - MMRS	Administration Robert G. Clark, Jr. Building (Office of Capitol Facilities) (Department of Finance and Administration)	State Contract Procurement # 8200024965 - Krug Procurement, delivery and installation of seating and tables for MMRS located in the Robert Clark Building, State Contract Procurement # 8200025107 - Steelcase.		Yes	1	1	FE004		8200025107	Barefield Workplace Solutions	01/02/2017	\$22,717.68
367-012 Tenant Improvements - MMRS	Administration Robert G. Clark, Jr. Building (Office of Capitol Facilities) (Department of Finance and Administration)	Procurement, delivery and installation of systems furniture at MMRS in the Robert G. Clark Building, State Contract Procurement # 8200021876.		Yes	1	1	FE005		8200021876	Interior Elements	01/02/2017	\$233,175.82
367-012 Tenant Improvements - MMRS	Administration Robert G. Clark, Jr. Building (Office of Capitol Facilities) (Department of Finance and Administration)	Procurement, delivery and installation of casegoods for MMRS located in the Robert G. Clark Building, State Contract Procurement # 8200024719 - Kimball.		Yes	1	1	FE006		8200024719	Interior Elements	01/02/2017	\$28,898.00
367-012 Tenant Improvements - MMRS	Administration Robert G. Clark, Jr. Building (Office of Capitol Facilities) (Department of Finance and Administration)	Procurement, delivery and installation of casegoods for MMRS located in the Robert G. Clark Building, State Contract Procurement # 8200025662 - Allsteel.		Yes	1	1	FE007		8200025662	Interior Elements	01/02/2017	\$2,750.18

BoB-AD-080 PPRB Awards Report

Query Parameters:

Results matching ALL following condition(s):

Data Element: Condition Value

Bid and Quote Awards / Dir. Approval Date: between 2017-01-01 to 2017-01-31

Workflow / Workflow Status: equals Completed

Bid and Quote Awards / Status: equals Dir_Approved,SAF_Printed

Bid and Quote Awards / Amount: between 0 to 5000000

Workflow / Setup Name: contains FE

01/31/2017

Project Name	Institution/Agency Name	Contract Scope	Bid Clarification	Low Base Bid?	# Bids	# Quote	Award Number	CP-1 #	State Contract #	Company Name	Dir. Approval Date	Amount
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Quote Award - FE

Count: 9

Total:

859,610.47

Count: 9

BoB-AD-080 PPRB Awards Report

Query Parameters:

Results matching ALL following condition(s):

Data Element: Condition Value

Bid and Quote Awards / Dir. Approval Date: between 2017-01-01 to 2017-01-31

Workflow / Workflow Status: equals Completed

Bid and Quote Awards / Status: equals Dir_Approved,SAF_Printed

Bid and Quote Awards / Amount: between 0 to 5000000

Workflow / Setup Name: contains ITS

01/31/2017

Project Name	Institution/Agency Name	Contract Scope	Bid Clarification	Low Base Bid/P	# Bids	# Quote	Award Number	CP-1 #	State Contract #	Company Name	Dir. Approval Date	Amount
Quote Award - ITS												
102-237 Caylor White Walters - PH III	Delta State University	This equipment will be used in Phase 3 of the Caylor White Walters Building at DSU.			0	0	SC010	20170144		Academic Technologies, Inc.	01/14/2017	\$32,862.77
102-237 Caylor White Walters - PH III	Delta State University	Installation of existing projection screens in the Caylor White Walter Building at DSU.			0	0	SC011	20170257		Academic Technologies, Inc.	01/14/2017	\$810.00
108-261 College of Nursing	University of Southern Mississippi	Equipment will be used in the new School of Nursing Building on the Hattiesburg Campus at USM.			0	0	SC008	20170219		Sunrise Network Solutions, Inc.	01/28/2017	\$5,609.60
108-261 College of Nursing	University of Southern Mississippi	The equipment will provide audio visual capabilities throughout Asbury Hall (College of Nursing) on the campus of USM.			0	0	SC009	20170269		Academic Technologies, Inc.	01/28/2017	\$78,971.75
204-070 Student Union - GT	East Mississippi Community College	Equipment will provide network connectivity in the new Student Union on the campus of East Mississippi Community College.			0	0	SC002	20170204		Howard Industries, Inc. DBA Howard Technology Solutions	01/28/2017	\$9,860.00
214-067 IT-Infrastructure Upgrades	Pearl River Community College	This equipment will provide data storage for Pearl River Community College. All EPL prices verified against EPL #3760.			0	0	SC001	20170179		Business Communications, Inc.	01/02/2017	\$199,519.00
527-014 Virtualization Project	Information Technology Services	ITS will use this CP1 to upgrade the existing servers in the State Data			0	0	SC052	20170203		Dell Marketing LP	01/02/2017	\$248,423.97

BoB-AD-080 PPRB Awards Report

Query Parameters:
 Results matching ALL following condition(s):
 Data Element: Condition Value
 Bid and Quote Awards / Dir. Approval Date: between 2017-01-01 to 2017-01-31
 Workflow / Workflow Status: equals Completed
 Bid and Quote Awards / Status: equals Dir_Approved, SAF_Printed
 Bid and Quote Awards / Amount: between 0 to 5000000
 Workflow / Setup Name: contains ITS

01/31/2017

Project Name	Institution/Agency Name	Contract Scope	Bid Clarification	Low Base Bid?	# Bids	# Quote	Award Number	CP-1 #	State Contract #	Company Name	Dir. Approval Date	Amount
527-014 Virtualization Project Services	Information Technology Services		Center, ITS is utilizing the ITS Planned Purchases Procedure to exceed the IT Hardware EPL #3760 and Software EPL #3758 maximum project costs and is authorized to exceed the default director approval limit. ITS will proceed with this procurement without further ITS involvement as detailed in the letter to Laura Pentecost from Craig Orgeron dated December 2, 2016. ITS has validated that the items listed on CP1 20170203 appear on the IT Hardware EPL #3760 and Software EPL #3758. This CP1 approval is for State Fiscal Year 2017. The ITS long range project ID number is 150086. The agency project ID is DS021. IT Hardware: \$162,580.41 Software: \$85,843.46.				0	5C053	20170200	Dell Marketing LP	01/02/2017	\$323,445.45

BoB-AD-080 PPRB Awards Report

Query Parameters:
 Results matching ALL following condition(s):
 Data Element: Condition Value
 Bid and Quote Awards / Dir: Approval Date: between 2017-01-01 to 2017-01-31
 Workflow / Workflow Status: equals Completed
 Bid and Quote Awards / Status: equals Dir_Approved,SAF_Printed
 Bid and Quote Awards / Amount: between 0 to 5000000
 Workflow / Setup Name: contains ITS

01/31/2017

Project Name	Institution/Agency Name	Contract Scope	Bid Classification	Low Base Bid?	# Bids	# Quote	Award Number	CP-1 #	State Contract #	Company Name	Dir. Approval Date	Amount

proceed with this procurement without further ITS involvement as detailed in the letter to Laura Pentecost from Craig Orgeron dated December 2, 2016. ITS has validated that the items listed on the CP1 appear on the IT Hardware EPL #3760. This CP1 approval is for State Fiscal Year 2017. The ITS long range project ID number is 140083; The agency project ID is DS024. IT Hardware \$300,445.98; IT Software \$22,999.47.

Quote Award - ITS
Count: 8

899,502.54

Total: 899,502.54

Count: 8