

PUBLIC PROCUREMENT REVIEW BOARD

SPECIAL MEETING

WEDNESDAY, MARCH 23, 2017

A special meeting of the Public Procurement Review Board (PPRB) was scheduled for 2:30 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. Edward Wiggins, Jr., Special Assistant Attorney General, DFA
Ms. Melody Coulson, PPRB Recorder

The Chairman called the meeting to order.

OFFICE OF PURCHASING, TRAVEL AND FLEET MANAGEMENT (OPTFM)

Mr. Cook presented the following:

1. Mississippi State University (MSU) – Sole Source Award to Dynamic Systems, Inc., in the amount of \$747,352.90 for One (1) Year (03/23/2017 – 02/06/2017) for one (1) Gleeble 3500C-10/1HS-75 Thermal-Mechanical Simulator. Mr. Snowden made a motion to approve this item contingent upon the issuance of a purchase order or an award letter by the agency. Mr. Pugh seconded and the motion carried.
2. The Mississippi Department of Transportation (MDOT) – Contract Extension of Award to Transportation South, Inc., in the amount of \$10,818,460.00 for One (1) Year (06/30/2017 – 06/30/2018) for 24/25-A ADA Passenger Buses. Mr. Pugh made a motion to extend this agency contract contingent upon the issuance of a purchase order or an award letter by the agency. Mr. Snowden seconded and the motion carried.
3. The Mississippi Department of Transportation (MDOT) – Contract Extension of Award to Transportation South, Inc., in the amount of \$2,615,500.00 for One (1) Year (06/30/2017 – 06/30/2018) for 24/25-A Passenger Buses. Mr. Pugh made a motion to extend this agency contract contingent upon the issuance of a purchase order or an award letter by the agency. Mr. Snowden seconded and the motion carried.
4. The Mississippi Department of Transportation (MDOT) – Contract Extension of Award to Transportation South, Inc., in the amount of \$9,780,324.00 for One (1) Year (06/30/2017 –

PUBLIC PROCUREMENT REVIEW BOARD

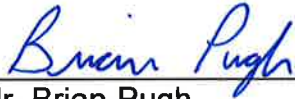
Special Meeting

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06/30/2018) for 17-A ADA Passenger Buses. Mr. Pugh made a motion to extend this agency contract contingent upon the issuance of a purchase order or an award letter by the agency. Mr. Snowden seconded and the motion carried.

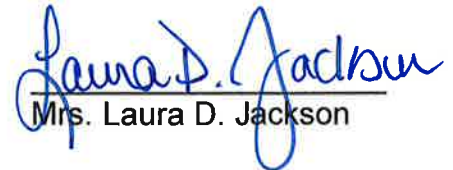
There being no further business to bring before the Board, the meeting was adjourned.



Mr. Brian Pugh



Mr. Charles R. Snowden



Mrs. Laura D. Jackson



STATE OF MISSISSIPPI
GOVERNOR PHIL BRYANT

DEPARTMENT OF FINANCE AND ADMINISTRATION

LAURA D. JACKSON
EXECUTIVE DIRECTOR

NOTICE

A Special Meeting of the

PUBLIC PROCUREMENT REVIEW BOARD

will be held Thursday, March 23, 2017
2:30 p.m. in the
13th floor Conference Room
Woolfolk State Office Building

- Request for approval of contracts for OPTFM and miscellaneous

AGENDA

PUBLIC PROCUREMENT REVIEW BOARD Special Meeting 2:30 p.m.

THURSDAY, MARCH 23, 2017

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

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

- 1 contract for Mississippi State University (MSU)
- 3 contracts for Mississippi Department of Transportation (MDOT)

II. NEXT MEETING DATE

Regular Meeting, Wednesday, April 05, 2017

**OFFICE OF PURCHASING AND TRAVEL
PUBLIC PROCUREMENT REVIEW BOARD
SPECIAL MEETING AGENDA
March 23, 2017**

- 1. REQUESTING AGENCY:** Mississippi State University (MSU)
SUPPLIER: Dynamic Systems, Inc.
MAGIC NUMBER: 8800005585
AMOUNT OF CONTRACT: \$747,352.90
TERM OF CONTRACT: One (1) Year (03/23/2017 – 02/06/2018)
SCOPE OF CONTRACT: One (1) Gleeble 3500C-10/1HS-75 Thermal-Mechanical Simulator
PURCHASE METHOD: Sole Source for Research
COMMENTS: MSU is requesting approval to purchase one (1) Gleeble 3500C-10/1HS-75 Thermal-Mechanical Simulator from Dynamic Systems, Inc. and will use this equipment to conduct research on the thermal-mechanical processing of materials such as steel and other metal alloys. MSU followed sole source regulations and received no objections. MSU is currently funded by projects with U. S. Army Engineer Research and Development Center (ERDC) and U. S. Army Research Laboratory (ARL) to develop and investigate novel steel alloys of interest to the Department of Defense (DOD) and other commercial interests.
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 contingent upon a purchase order or award letter by the Agency.
- 2. REQUESTING AGENCY:** Mississippi Department of Transportation (MDOT)
SUPPLIER: Transportation South, Inc.
MAGIC NUMBER: 8200027240
AMOUNT OF CONTRACT: \$10,818,460.00
TERM OF CONTRACT: Two (2) years (08/02/2016 - 06/30/2018)
SCOPE OF CONTRACT: 24/25-A ADA Passenger Buses
PURCHASE METHOD: Competitive RFX- (Agency Contract)
COMMENTS: MDOT Public Transit and Asset Management Divisions solicited bids for the purchase of up to one hundred eighty-eight (188) 24/25-A ADA Passenger buses. Three (3) responses were received. No protests were received. MDOT awarded based on the lowest total bid meeting specifications and bid requirements. Other State Agencies and Governing Authorities may purchase from this contract. PPRB initially approved the contract on 08/02/2016 through 06/30/2017. MDOT is requesting the Board's approval to extend the Agency contract for one (1) year with no change in price at a unit cost of \$57,545.00.
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 to extend the Agency contract contingent upon a purchase order or award letter by the Agency.

3 REQUESTING AGENCY: Mississippi Department of Transportation (MDOT)

SUPPLIER: Transportation South, Inc.

MAGIC NUMBER: 8200027204

AMOUNT OF CONTRACT: \$2,615,500.00

TERM OF CONTRACT: Two (2) year (08/02/2016 - 06/30/2018)

SCOPE OF CONTRACT: 24/25-A Passenger Buses

PURCHASE METHOD: Competitive RFx- (Agency Contract)

COMMENTS: MDOT Public Transit and Asset Management Divisions solicited bids for the purchase of up to fifty (50) 24/25-A Passenger buses. Three (3) responses were received. No protests were received. MDOT awarded based on the lowest total bid meeting specifications and bid requirements. MDOT selected the vendor with the lowest price to receive the contract. Other State Agencies and Governing Authorities may purchase from this contract. PPRB initially approved the contract on 08/02/2016 through 06/30/2017. MDOT is requesting the Board's approval to extend the Agency contract for one (1) year with no change in price at a unit cost of \$52,310.00.

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 to extend the Agency contract.

4. REQUESTING AGENCY: Mississippi Department of Transportation (MDOT)

SUPPLIER: Transportation South, Inc.

MAGIC NUMBER: 8200027207

AMOUNT OF CONTRACT: \$9,780,324.00

TERM OF CONTRACT: Two (2) year (08/02/2016 - 06/30/2018)

SCOPE OF CONTRACT: 17-A ADA Passenger Buses

PURCHASE METHOD: Competitive RFx- (Agency Contract)

COMMENTS: MDOT Public Transit and Asset Management Divisions solicited bids for the purchase of up to one hundred eighty-eight (188) 17-A ADA Passenger buses. Three (3) responses were received. No protests were received. MDOT awarded based on the lowest total bid meeting specifications and bid requirements. Other State Agencies and Governing Authorities may purchase from this contract. PPRB initially approved the contract on 08/02/2016 through 06/30/2017. MDOT is requesting the Board's approval to extend the Agency contract for one (1) year with no change in price at a unit cost of \$52,023.00.

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 to extend the Agency contract, contingent upon a purchase order or award letter by the Agency.



MISSISSIPPI STATE UNIVERSITY

March 14, 2017

Aubrey Leigh Goodwin, J.D., CPMA
Director, Office of Purchasing, Travel and Fleet Management
Director of Finance and Administration
P.O. Box 267
Jackson, MS 39205

Re: Special Meeting of the Public Procurement Review Board (PPRB)

Dear Ms. Goodwin,

We would like to request a special meeting of the PPRB for our sole source purchase request #8800005585 to Dynamic Systems for a Gleeble Simulation System. As required, this purchase was advertised for the appropriate time period, and was then submitted via Magic to OPT for approval on February 7, 2017. We were aware that this would need PPRB approval and would be on their March agenda. At some point after we sent the initial request, we were notified that the quote would expire before the March board meeting. We immediately requested and received a new quote with extended dates, and then because of an oversight, failed to resubmit the new paperwork back through Magic. We have taken the appropriate steps to implement a new system to ensure that this never happens again, including notifying the appropriate Purchasing Manager when something is sent to OPT for approval, and keeping them notified of any further correspondence, which is then being placed on our personal office calendars so we are aware of any deadlines.

In this case specifically, the March deadline was very important to us as the vendor has offered us discounts totaling \$123,933.79 that expire on March 21, 2017. We realize that date may still be out of reach, but we believe that if we can rush this as quickly as possible they will still honor that discount.

We sincerely apologize for this error, and firmly reiterate it will never happen again. We also appreciate any effort that can be made on our behalf to call a special PPRB meeting. Please let me know if you need any further information.

Sincerely,

A handwritten signature in black ink, appearing to read "Jennifer Mayfield".

Jennifer Mayfield, CPPO
Purchasing Manager, Procurement & Contracts