

PUBLIC PROCUREMENT REVIEW BOARD

REGULAR MEETING

WEDNESDAY, MAY 03, 2017

A regular meeting of the Public Procurement Review Board (PPRB) was scheduled for 2:00 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

Mr. Mike Cook, Director of the Office of Purchasing and Travel, DFA
Mr. Ross Campbell, Director of the Marketing and Audit, 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

The Chairman called the meeting to order.

MINUTES

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

- Regular Meeting, Wednesday, April 01, 2017
- Special Meeting, Wednesday, April 19, 2017

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

OFFICE OF PURCHASING, TRAVEL AND FLEET MANAGEMENT (OPTFM)

Mr. Cook presented the following:

1. Mississippi Department of Transportation (MDOT) – Extension of Award to Progressive Rail Services Corporation, in the amount of \$784,000.00 for one (1) year (11/02/2016 – 6/30/2018) for tree trimmers. Mr. Pugh made a motion to approve this extension contingent upon the issuance of a purchase order or an award letter by the Agency. Mr. Snowden seconded and the motion carried.
2. Mississippi Department of Transportation (MDOT) – Extension of Award to Deep South Equipment Company, in the amount of \$1,135,000.00 for one (1) year (10/05/2016 – 6/30/2018) for excavators. Mr. Pugh made a motion to approve this extension contingent upon the issuance of a purchase order or an award letter by the Agency. Mr. Snowden seconded and the motion carried.
3. Mississippi Department of Transportation (MDOT) – Extension of Award to Asplundh Tree Expert Company dba VM Distribution Partners, Helena Chemical Company-Dallas, Red River Specialties, Inc., and Crop Production Services, in the amount of \$1,000,000.00, \$468,750.00, \$75,000.00 and \$500,000.00 (a total of \$2,043,750.00) for one (1) year (07/01/2015 – 6/30/2018) for herbicides

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Regular Meeting

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dry/liquid. Mr. Pugh made a motion to approve this extension contingent upon the issuance of a purchase order or an award letter by the Agency. Mr. Snowden seconded and the motion carried.

4. East Mississippi State Hospital (EMSH) – Award to Hotel & Restaurant Supply, Inc., in the amount of \$62,135.10 for one (1) year (07/08/2016 - 07/07/2017) for commercial kitchen equipment. Mr. Pugh made a motion to approve contingent upon a letter being written to the agency and the issuance of a purchase order or an award letter by the Agency to award this contract. Mr. Snowden seconded and the motion carried.
5. Mississippi Department of Health (MSDH) –Extension of Award to Supervalu Holdings, Inc., in the amounts of \$67,302,492.00 for One (1) Year (07/01/2016-06/30/2018) for Women, Infants, and Children (WIC) Special Supplemental Nutrition Program and Double Strength Kraft Bags. Mr. Snowden made a motion to approve this extension 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. Mississippi Department of Health (MSDH) - Award to Mead Johnson & Company, LLC, in the amount of \$9,722,600.40 for Two (2) years (07/01/2017-06/30/19) for Nutritional Products for the Special Supplemental Nutrition Program for Women, Infants, and Children (WIC). Mr. Pugh 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. Snowden seconded and the motion carried.
7. Mississippi Department of Health (MSDH) - Award to Glaxosmithkline, LLC, in the amount of \$1,256,278.00 for Eleven (11) months (05/03/2017-03/31/18) for Vaccines from Centers for Disease Control and Prevention (CDC) Contract Price List. 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.
8. Mississippi Department of Health (MSDH) - Award to Sanofi Pasteur, Incorporated, in the amount of \$1,322,939.40 for Eleven (11) months (05/03/2017-03/31/18) for Vaccines from Centers for Disease Control and Prevention (CDC) Contract Price List. 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.
9. Mississippi Department of Health (MSDH) - Award to Merck Sharp & Dohme Corporation, in the amount of \$3,270,415.00 for Eleven (11) months (05/03/2017-03/31/18) for Vaccines from Centers for Disease Control and Prevention (CDC) Contract Price List. 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.
10. Mississippi Department of Health (MSDH) - Award to Pfizer, Incorporated, in the amount of \$969,574.00 for Eleven (11) months (05/03/2017-03/31/18) for Vaccines from Centers for Disease Control and Prevention (CDC) Contract Price List. 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.
11. Mississippi Department of Corrections (MDOC) – Emergency Award to Cooks Direct and Cooks Direct, in the amount of \$634,719.10 and \$125,512.55 (total of \$760,231.65) for a One Time Purchase (08/31/2016-09/30/2017 & 04/13/2017-06/30/2017) for Kitchen upgrades and Equipment at Parchman Units 29 & 30. Mr. Pugh made a motion to acknowledge this emergency request. Mr. Snowden seconded and the motion carried.

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

Leases

Mr. Adams presented the following:

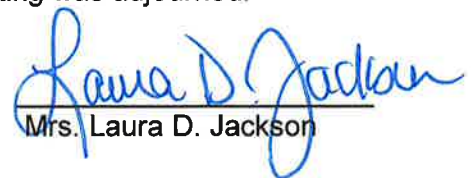
The Board reviewed (a) Leases With No Increase in Cost or Space. Mr. Snowden made the motion to approve leases in (a) as recommended by the Division of Real Property Management, contingent upon fully executed leases. Mr. Pugh seconded, and the motion carried.

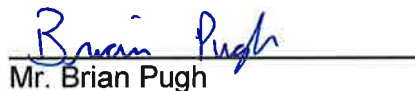
Construction

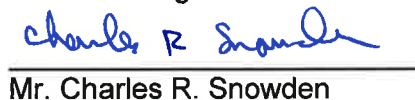
Mr. Kornbrek presented the following:

1. Mississippi Department of Environmental Quality (MDEQ) – Agency Contract #8200026530 – Hancock County Marsh Living Shoreline – Phase:1 Pearl River to Heron Bay, Change Order #4, in the amount of \$1,497,350.20 for a contract total of \$6,870,722.90. Mr. Pugh made a motion to approve. Mr. Snowden seconded and the motion carried.
2. Professional Appointments:
 - GS#105-357 Preplan Music Building, Mississippi State University – Allred Architectural Group, PA
 - GS#212-066 New Ripley Center, Northeast Mississippi Community College – PryorMorrow PC – TupeloMr. Snowden made a motion to approve. Mr. Pugh seconded and the motion carried.
3. 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, May 03, 2017, 2:00 p.m. in the
13th floor Conference Room
Woolfolk State Office Building

AGENDA

PUBLIC PROCUREMENT REVIEW BOARD Regular Meeting 2:00 p.m. WEDNESDAY, MAY 03, 2017

I. MINUTES

Request to approve the following minutes from the previous month:

- Regular Meeting, Wednesday, April 01, 2017
- Special Meeting, Wednesday, April 19, 2017

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

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

- 3 contracts for the Department of Transportation (MDOT)
- 1 contract for the East Mississippi State Hospital (EMSH)
- 6 contract for the Mississippi State Department of Health (MSDH)
- 1 contract for the Mississippi Department of Corrections (MDOC)

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)

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

- DEQ Change Order #4
- 2 Professional Appointments
- Report of Construction, F&E and ITS Awards

IV. NEXT MEETING DATE

- Regular Meeting, Wednesday, June 07, 2017

**OFFICE OF PURCHASING AND TRAVEL
PUBLIC PROCUREMENT REVIEW BOARD
MEETING AGENDA
May 3, 2017**

- 1. REQUESTING AGENCY:** Mississippi Department of Transportation (MDOT)
SUPPLIER: Progressive Rail Services Corporation
MAGIC NUMBER: 8200029165
AMOUNT OF CONTRACT: \$784,000.00
TERM OF CONTRACT: Contract extension for one (1) year (011/02/2016-6/30/2018)
SCOPE OF CONTRACT: Tree Trimmers
PURCHASE METHOD: Competitive RFx – (Agency Contract)
COMMENTS: MDOT originally solicited bids for the purchase of one (1) tree trimmer for the Batesville District. Additionally, MDOT solicited bids for the establishment of an agency contract (maximum of three (3) units). Two (2) responses were received with no protests. The original contract was approved by PPRB on 11/02/2016 with expiration of 6/30/2017 and is now awaiting extension approval with no change in price. The original bid does allow for the extension.
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 extension contingent upon a purchase order or award letter by the Agency.

- 2. REQUESTING AGENCY:** Mississippi Department of Transportation (MDOT)
SUPPLIER: Deep South Equipment Company
MAGIC NUMBER: 8200028616
AMOUNT OF CONTRACT: \$1,135, 000.00
TERM OF CONTRACT: Contract extension for one (1) year (010/05/2016-6/30/2018)
SCOPE OF CONTRACT: Excavators
PURCHASE METHOD: Competitive RFX - (Agency Contract)
COMMENTS: MDOT originally solicited bids for the purchase of three (3) Excavators to be delivered to the Tupelo District. Additionally, MDOT originally solicited bids for the establishment of an agency contract (maximum of ten (10) units). Seven (7) responses were received. No protests were received. The original contract was approved by PPRB on 10/05/2016 with expiration of 6/30/2017 and is now awaiting extension approval with no change in price. The original bid does allow for the extension.
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 extension contingent upon a purchase order or award letter by the Agency.

- 3. REQUESTING AGENCY:** Mississippi Department of Transportation (MDOT)
SUPPLIERS: Asplundh Tree Expert Company dba VM Distribution Partners, Helena Chemical Company-Dallas, Red River Specialties, Inc., and Crop Production Services
MAGIC NUMBER: 8800004284, 8800004285, 8800004286 and 8800004288
AMOUNT OF CONTRACT: \$1,000,000.00, \$468,750.00, \$75,000.00 and \$500,000.00 (a total of \$2,043,750.00)
TERM OF CONTRACT: Contract extensions for one (1) year (7/01/2015-6/30/2018)
SCOPE OF CONTRACT: Herbicides Dry/Liquid
PURCHASE METHOD: Competitive Bid - (Agency Contract)
COMMENTS: MDOT originally solicited bids for the purchase of Herbicides Dry/Liquid. Four (4) responses were received with no protests. The award was made based on the lowest total bid for each category meeting MDOT's specifications and bid requirements. Other State Agencies and Governing Authorities may purchase from this contract. The original contracts were approved in June and July of 2015 by PPRB with current expiration as of 6/30/2017 and are now awaiting extension approval with no change in price. The original bid does allow for the extension.
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 extension contingent upon a purchase order or award letter by the Agency.
- 4. REQUESTING AGENCY:** East Mississippi State Hospital (EMSH)
SUPPLIER: Hotel & Restaurant Supply, Inc.
MAGIC NUMBER: 8200029479
AMOUNT OF CONTRACT: \$62,135.10
TERM OF CONTRACT: One (1) Year (07/08/2016 – 07/07/2017)
SCOPE OF CONTRACT: Commercial Kitchen Equipment
PURCHASE METHOD: Competitive Bid
COMMENTS: EMSSH has submitted a P-1 to purchase commercial kitchen equipment. The agency is requesting retroactive approval of a Request for Authority to Purchase retroactively to July 2016 to pay for outstanding invoices for commercial kitchen equipment. (See the attached letter.) EMSH solicited bids to purchase and install commercial kitchen equipment. Only one response was received. The agency advertised properly.
COMPLIANCE WITH PROCEDURES (YES, NO): No, the agency did not procure the commodity in a timely manner or request prior approval due to new personnel in the Purchasing Department and unfamiliarity with the required processes and procurement regulations. The agency is requesting retroactive approval to deviate from Procurement Manual Regulations 2.102, Authority of the Public Procurement Review Board (PPRB); 2.102.02, Deviation from these regulations; 2.103, Responsibility of the Office of Purchasing, Travel and Fleet Management, 2.103.02 Open Market Purchases; 3.124.01, Request for Authority to Purchase, P-1 and retroactive approval due to execution of a contract and installation of the equipment without receiving prior approval from the Office of Purchasing, Travel and Fleet Management, as required.
ADDITIONAL COMMENTS IF NEEDED: Based on the information submitted by the Agency, and after consultation with DFA Legal, we ask for the Board's retroactive approval of this award by the Agency.

- 5. REQUESTING AGENCY:** Mississippi Department of Health (MSDH)
SUPPLIER: Supervalu Holdings, Inc.
MAGIC NUMBER: 8200025805
AMOUNT OF CONTRACT: \$67,302,492.00
TERM OF CONTRACT: Contract extension for one (1) year (07/01/2016 - 06/30/2018)
SCOPE OF CONTRACT: Women, Infants, and Children (WIC) Special Supplemental Nutrition Program and Double Strength Kraft Bags
PURCHASE METHOD: Competitive Bid
COMMENTS: MSDH has submitted a request to extend the contract for the purchase of food and services for the WIC Supplemental Nutrition Program and Kraft Double strength bags with handles and an increase in funds to \$67,302,492.00. This P-1 was originally presented to and approved by PPRB on June 8, 2016 in the amount of \$33,651,246.00. The successful bidder of the WIC Special Supplemental Nutrition Program, will be responsible for purchasing, receiving, storing, supplying and delivering the Infant Formula from the awarded vendor to the WIC Food Distribution Centers. Food items will be purchased by MSDH and delivered weekly by the successful bidder statewide to the WIC Food Distribution Centers for distribution to WIC program participants. Two (2) responses were received and no objections were received. MSDH awarded the contract to the vendor with the lowest and best bid that met the specifications. MSDH is requesting the Board's approval to extend the contract to the vendor with the lowest and best bid. The original bid does allow for the extension.
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.
- 6. REQUESTING AGENCY:** Mississippi Department of Health (MSDH)
SUPPLIER: Mead Johnson & Company, LLC
MAGIC NUMBER: 8200032091
AMOUNT OF CONTRACT: \$9,722,600.40
TERM OF CONTRACT: Two (2) years (07/01/2017 - 06/30/2019)
SCOPE OF CONTRACT: Nutritional Products for the Special Supplemental Nutrition Program for Women, Infants, and Children (WIC)
PURCHASE METHOD: Competitive Bid
COMMENTS: MSDH solicited bids for infant formula for the Special Supplemental Nutrition Program for Women, Infants and Children (WIC). The successful bidder of the WIC Special Supplemental Nutrition Program, will be responsible for shipping directly to the winner (agent) of the MSDH WIC Yearly Food Bid facility the infant formula for distribution to the MSDH WIC Facilities. The current agent is SUPERVALU. Orders will be placed by the designated agent on a weekly basis. The bid will be an "All or Nothing" Bid and only one bidder/manufacture will be awarded both the Milk based and Soy based formula. Three (3) responses were received and no objections were received. MSDH awarded the contract to the vendor with the lowest and best bid that met the specifications. MSDH is requesting the Board's approval to award the contract to the vendor with the lowest and best bid.
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.

7. REQUESTING AGENCY: Mississippi State Department of Health (MSDH)
SUPPLIER: Glaxosmithkline, LLC
MAGIC NUMBER: 8900000391
AMOUNT OF CONTRACT: \$1,256,278.00
TERM OF CONTRACT: Eleven (11) Months (05/03/2017 – 03/31/2018)
SCOPE OF CONTRACT: Vaccines from Centers for Disease Control and Prevention (CDC)
Contract Price List
PURCHASE METHOD: Statutory Exemption
COMMENTS: MSDH is requesting approval of a statutory exemption from advertising pursuant to the provision set forth in Mississippi Code Annotated Section 31-7-13 (m) (i) to purchase vaccines from the Centers for Disease Control and Prevention (CDC) vaccine contract price list for the Vaccines for Children Program (VFC). These vaccines are currently available on the Minnesota Multistate Contracting Alliance for Pharmacy (MMCAP) state contract; however, these specific vaccines are priced lower on the CDC Contract.
31-7-13 (m) (i) Purchasing Agreements approved by Department. Purchasing agreements, contracts and maximum price regulations executed or approved by the Department of Finance and Administration.
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.

8. REQUESTING AGENCY: Mississippi State Department of Health (MSDH)
SUPPLIER: Sanofi Pasteur, Incorporated
MAGIC NUMBER: 8900000402
AMOUNT OF CONTRACT: \$1,322,939.00
TERM OF CONTRACT: Eleven (11) Months (05/03/2017 – 03/31/2018)
SCOPE OF CONTRACT: Vaccines from Centers for Disease Control and Prevention (CDC)
Contract Price List
PURCHASE METHOD: Statutory Exemption
COMMENTS: MSDH is requesting approval of a statutory exemption from advertising pursuant to the provision set forth in Mississippi Code Annotated Section 31-7-13 (m) (i) to purchase vaccines from the Centers for Disease Control and Prevention (CDC) vaccine contract price list for the Vaccines for Children Program (VFC). These vaccines are currently available on the Minnesota Multistate Contracting Alliance for Pharmacy (MMCAP) state contract; however, these specific vaccines are priced lower on the CDC Contract.
31-7-13 (m) (i) Purchasing Agreements approved by Department. Purchasing agreements, contracts and maximum price regulations executed or approved by the Department of Finance and Administration.
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.

9. REQUESTING AGENCY: Mississippi State Department of Health (MSDH)
SUPPLIER: Merck Sharp & Dohme Corporation
MAGIC NUMBER: 8900000401
AMOUNT OF CONTRACT: \$3,270,415.00
TERM OF CONTRACT: Eleven (11) Months (05/03/2017 – 03/31/2018)
SCOPE OF CONTRACT: Vaccines from Centers for Disease Control and Prevention (CDC)
Contract Price List
PURCHASE METHOD: Statutory Exemption
COMMENTS: MSDH is requesting approval of a statutory exemption from advertising pursuant to the provision set forth in Mississippi Code Annotated Section 31-7-13 (m) (i) to purchase vaccines from the Centers for Disease Control and Prevention (CDC) vaccine contract price list for the Vaccines for Children Program (VFC). These vaccines are currently available on the Minnesota Multistate Contracting Alliance for Pharmacy (MMCAP) state contract; however, these specific vaccines are priced lower on the CDC Contract.
31-7-13 (m) (i) Purchasing Agreements approved by Department. Purchasing agreements, contracts and maximum price regulations executed or approved by the Department of Finance and Administration.
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.

10. REQUESTING AGENCY: Mississippi State Department of Health (MSDH)
SUPPLIER: Pfizer, Incorporated
MAGIC NUMBER: 8900000400
AMOUNT OF CONTRACT: \$969,574.00
TERM OF CONTRACT: Eleven (11) Months (05/03/2017 – 03/31/2018)
SCOPE OF CONTRACT: Vaccines from Centers for Disease Control and Prevention (CDC)
Contract Price List
PURCHASE METHOD: Statutory Exemption
COMMENTS: MSDH is requesting approval of a statutory exemption from advertising pursuant to the provision set forth in Mississippi Code Annotated Section 31-7-13 (m) (i) to purchase vaccines from the Centers for Disease Control and Prevention (CDC) vaccine contract price list for the Vaccines for Children Program (VFC). These vaccines are currently available on the Minnesota Multistate Contracting Alliance for Pharmacy (MMCAP) state contract; however, these specific vaccines are priced lower on the CDC Contract.
31-7-13 (m) (i) Purchasing Agreements approved by Department. Purchasing agreements, contracts and maximum price regulations executed or approved by the Department of Finance and Administration.
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.

11. REQUESTING AGENCY: Mississippi Department of Corrections (MDOC)

SUPPLIER: Cooks Direct and Cooks Direct

MAGIC NUMBER: 8400000452 and 8400000584

AMOUNT OF CONTRACT: \$ 634,719.10 and \$125,512.55 (total of \$760,231.65)

TERM OF CONTRACT: One Time Purchase (08/31/2016-09/30/2017 & 04/13/2017-06/30/2017)

SCOPE OF CONTRACT: Kitchen upgrades and Equipment at Parchman Units 29 & 30

PURCHASE METHOD: Emergency (Type I)

COMMENTS: MDOC is requesting an exemption to the purchasing regulations pursuant to the Mississippi Code 1972 Annotated, Section 31-7-13 (j), to purchase Kitchen Equipment for Units 29 and 30 at the Mississippi State Penitentiary located at Parchman, Mississippi. (See the attached letter) This emergency request involved deficiencies in Units 29 and 30 Kitchens that resulted in recent failures of Unit 29 kitchen, and led to noncompliance with the Mississippi Department of Health's inspection in July 2016. Unit 30 Kitchen has aging infrastructure and equipment issues that needed to be rectified. MDOC requests the Board's acknowledgement of this Emergency Request. (See attached Emergency Declaration letter.)

COMPLIANCE WITH PROCEDURES (YES, NO): Yes

ADDITIONAL COMMENTS IF NEEDED: Based on the information submitted by the Agency, we ask for the Board's acknowledgement of this Emergency Request.



EAST MISSISSIPPI STATE HOSPITAL
P.O. BOX 4128, WEST STATION, MERIDIAN, MISSISSIPPI 39304-4128

Ph. (601) 581-7600

CHARLES A. CARLISLE, DIRECTOR

April 6, 2017

Ms. Aubrey Leigh Goodwin, Director
Office of Purchasing, Travel, and Fleet Management
Department of Finance and Administration
P.O. Box 267
Jackson, MS 39201

RE: Contract #8200029479

Dear Ms. Goodwin;

East Mississippi State Hospital is requesting retroactive approval of this purchase of kitchen equipment for our campus. We acknowledge that not all aspects of the required procedures were followed; specifically: Sections 2.102, 2.102.02, 2.103, 2.103.02, 3.124.01 of the Procurement Manual.

This procurement was not handled in a timely or professional manner, primarily due to new personnel in our Purchasing Department, and their unfamiliarity with the required processes. They made a good faith effort to obtain a P-1, but failed to follow up when requests were made by OPTFM. They have since undergone additional training, and continue to increase their knowledge of the policies and procedures as outlined in the "Mississippi Procurement Manual".

We respectfully request this retroactive approval so we can move forward with paying the vendor who acted in good faith and has been patient with us in this process. Thank you for your assistance in this matter.

Sincerely,

Charles Carlisle, PhD
Director



State of Mississippi
DEPARTMENT OF CORRECTIONS
Marshall L. Fisher
COMMISSIONER

August 26, 2016

Aubrey Leigh Goodwin, Esq.
Director, Office of Purchasing, Travel and Fleet Management
501 North West Street
Suite 1301, Woolfolk Building
Jackson, MS 39202

Dear Ms. Goodwin:

The Mississippi Department of Corrections is requesting an exemption to the purchasing regulations in accordance with the following findings and determinations pursuant to authority provided in Section 31-7-13 (j) of the Mississippi Code 1972 Annotated. Those findings are as follows:

1. That there is an emergency at the Mississippi State Penitentiary, Hwy 49 West, Parchman, Mississippi, which involves deficiencies in Unit 29 and Unit 30 kitchens. Due to recent failures of Unit 29 kitchen, which led to non-compliance with the Mississippi Department of Health during an inspection in July 2016, Unit 29 kitchen was closed until fully compliant, leaving only one (1) functioning small kitchen in Unit 30 to provide daily meals for over 3,300 inmates. The Unit 30 kitchen also has aging infrastructure and equipment issues that need to be rectified.
2. That I, as Commissioner, have made a determination that the repairs at Unit 29 and Unit 30 kitchens constitute an emergency situation inasmuch as it is absolutely necessary that meals be provided to our state inmates as a constitutional right.
3. That delay of making necessary repairs would be detrimental to the best interest of the state, specifically the preparation and delivery of meals to over 3,300 inmates, which under current circumstances, could threaten the health of those inmates and subject the state to litigation for failure to fulfill a constitutional obligation.

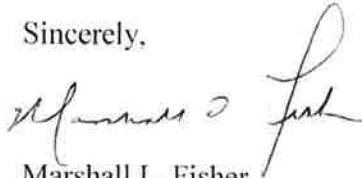
The immediate need for the repairs and equipment replacement in Unit 29 and Unit 30 kitchens are critical to the orderly running of the institution; therefore, following the bid requirements as proscribed would negatively affect the department's ability to rectify the closure conditions at MSP. Further, evaluation of the existing conditions has been completed for emergency repairs, including, but not limited, to replacing all kitchen equipment, mechanical

and/or domestic pipe insulation, and freezer/cooler repairs. In complying with this request, a minimum of two written quotes were obtained on all kitchen equipment and pipe insulation.

By means of this Emergency Certificate, we request the Mississippi Department of Corrections be permitted to take the necessary steps for immediate repairs to the Unit 29 and Unit 30 Kitchens at the Mississippi State Penitentiary with the emergency purchase of the equipment as detailed.

Your consideration of this request is greatly appreciated.

Sincerely,

A handwritten signature in black ink, appearing to read "Marshall L. Fisher". The signature is written in a cursive style with a large, looped initial "M".

Marshall L. Fisher
Commissioner

PUBLIC PROCUREMENT REVIEW BOARD

REGULAR MEETING

MAY 3, 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 Esc</u>	<u>Fund</u>	<u>\$/Year</u>	<u>Lease #</u>
MSDH	350 W Wilson Jackson	06/01/2017 09/30/2020	O/S	8,540	8,540	\$10.15+UJ	\$10.15+UJ	N 100%	\$86,680		390-251-20A 01295
MSDH	178 Main St. Woodville	06/01/2017 09/30/2020	O/S	2,000	2,000	\$15.00+UJ	\$15.00+UJ	N 100%	\$30,000		390-791-20A 07430

The Department of Health requests for extensions through September 30, 2020, which is the anticipated date that the WIC Warehouse System will terminate in the State of Mississippi. The Mississippi Department of Health is requesting to amend Section 20 of the standard Lease to include an Addendum addressing the ability to terminate the lease sooner, should the WIC funding be terminated prior to September 30, 2020. (All Health WIC requests herein are in accordance with recent leases submitted by Health.)

ESS	61 Commerce Dr. Bay Springs	09/01/2017 08/31/2022	O/T	9,000	9,000	\$4.29+UJ	\$4.29+UJ	N 0%	\$38,610		534-311-22A 01659
ESS	1201 Main St. Columbus	08/01/2017 07/31/2022	O/T	10,000	10,000	\$3.60+UJ	\$3.60+UJ	N 0%	\$36,000		534-441-22B 01531
MDPS	4100 Airport Rd. Raymond	07/01/2017	O/S	12,000	12,000	\$3.75+UJ	\$3.75+UJ	N 0%	\$45,000		670-254-18A 01231
MDPS	1 MEMA Dr. Pearl	07/12/2017 07/11/2027	O	5,000	5,000 Homeland Security	\$0inc	\$0inc	N 0%	\$0		670-612-27A 01798

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

WEDNESDAY, MAY 03, 2017

AGENCY CONTRACT FOR APPROVAL

Department of Environmental Quality

Hancock County Marsh Living Shoreline – Phase 1: Pearl River to Heron Bay

Contract #8200026530

Agency Contract #1470-16-C-CNTR-00098-V002

Lowest of 3 Bids – 6-29-2016

CHANGE ORDER #4

Contractor: Bertucci Contracting Company, LLC

Original Contract Sum	\$4,884,600.00
Change Order #2	\$ 212,184.00
Change Order #3	\$ 276,588.70
Change Order #4	\$1,497,350.20
Revised Contract Sum	\$6,870,722.90

Reason for Change Order:

Additional underlayer of stone and armor stone required to complete the project. Stone shortage due to changes in bathymetry since the design survey; bid form inaccuracy; and unanticipated settlement. Additional time provided for the placement of additional stone and weather days. The extension of time is specific to this Project and its circumstances.

This change order brings the cumulative CO's over 25% of the initial contract amount/award.

AGENDA

PUBLIC PROCUREMENT REVIEW BOARD

WEDNESDAY, MAY 3, 2017

REGULAR MEETING

The Bureau of Building, Grounds and Real Property Management requests approval, ratification, and/or concurrence with the following Professional appointment(s).

NOTE: Standard Operating Procedures established in April, 2004, require PPRB approval of fees in excess of \$250,000.00. The following Professional(s) were selected by short list and interview by the Bureau of Building and/or the Using Agency per 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.)

The following three projects are being brought to the Special Meeting because it is important to the Agencies to move forward without further delay.

GS#	105-357
Title:	Preplan Music Building
Institution/Agency:	Mississippi State University
Location:	Starkville, Mississippi
Project Budget:	\$702,500.00 (estimated fees \$1,584,436.00)
Funding Sources:	HB 1729, L'16
Professional Fee:	C
Professional:	Allred Architectural Group, PA

Design and construct a new Music Department Building containing approximately 25,000 to 30,000 square feet. This new facility will be located on the North side of the existing Band Hall on the main campus. The structure will house classrooms and administrative offices to support the music program. Furnishings and equipment will also be included to support the project. The project may also include the demolition of the existing music facilities, Music Buildings A and B at the end of the project.

Commissioning: This project will involve total building commissioning, requiring the Professional to coordinate the work of this project with the Owner's Commissioning Authority Professional. Testing, Adjusting and Balancing (TAB) services will be retained by the Commissioning Agent. The commissioning process will begin at Schematic Design Phase. Professional will coordinate work with Commissioning Agent and the Testing, Adjusting and Balancing (TAB) service provider.

Data/Communications: Professional will coordinate work with Mississippi Department of Information Technology Services (ITS). ITS involvement will begin at Schematic Design Phase.

GS# 212-066
Title: New Ripley Center
Institution/Agency: Northeast Mississippi Community College
Location: Ripley, Mississippi
Project Budget: \$3,000,000.00 (estimated fees \$175,408.00)
Funding Sources: HB 787, L'14; SB 2906, L'15; HB 1729, L'16
Professional Fee: C
Professional: PryorMorrow PC - Tupelo

Project Scope: Planning and construction of approximately 10,000 SF of classroom, workforce training, office and support space in one or more buildings on a new +/-10.5 acre site in Ripley, Mississippi. Project will include drives, parking and utility infrastructure.

Commissioning: This project will involve total building commissioning, requiring the Professional to coordinate the work of this project with the Owner's Commissioning Authority Professional. Testing, Adjusting and Balancing (TAB) services will be retained by the Commissioning Agent. The commissioning process will begin at Schematic Design Phase. Professional will coordinate work with Commissioning Agent and the Testing, Adjusting and Balancing (TAB) service provider.

Data/Communications: Professional will coordinate work with Mississippi Department of Information Technology Services (ITS). ITS involvement will begin at Schematic Design Phase.

AGENDA

PUBLIC PROCUREMENT REVIEW BOARD

WEDNESDAY, MAY 03, 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 April 1, 2017 through April 30, 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 2017-04-01 to 2017-04-30
 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

05/03/2017

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												
203-055 Underground Utilities Project	East Central Community College	Construction through warranty phase of relocation of overhead electrical power distribution and fiber optic lines to underground distribution at East Central Community College Decatur, MS.	Apparent low bidder, Killen Contractors, requested to be released from bid proposal due to error in their bid preparation.	No	7	0	GC001			Webster Electric Co., Inc.	04/24/2017	\$1,117,800.00
Bid Award- GC												
422-156 Energy Conservation Measures	Ellisville State School	Continuation of current project- Connecting existing controls in mechanical room of Administration Building to replacement AHU and Outdoor Unit. (Integration of new equipment in control system)		No		1	OC001			WME Applied Systems, LLC	04/10/2017	\$2,075.00
507-050 Boiler Replacement - Oxford (EMER)	Mississippi State Veterans Affairs Board	Contract to replace the existing domestic boiler, which is failing, with two new lead/lag condensing boilers.		Yes		3	GC001			Mississippi Mechanical LLC	04/26/2017	\$62,370.00
Quote Award - GC												
Count: 2												\$84,445.00

Count: 3

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 2017-04-01 to 2017-04-30
 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

05/03/2017

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
109-210 School of Medicine	University Medical Center	Procurement, delivery and installation of outdoor furniture at UMMC School of Medicine. Lower of 2 quotes received.		Yes	2	2	FE021			Office Innovations, Inc.	04/26/2017	\$49,896.00
382-003 Civil Rights & History Museums	The Mississippi Museums (Office of Capitol Facilities) (Department of Finance and Administration)	Procurement, delivery and installation of miscellaneous furnishings for the Civil Rights and History Museums. State Contract Procurement # 8200025662 - Allsteel.		Yes	1	1	FE051		8200025662	Interior Elements	04/19/2017	\$181,894.15
382-003 Civil Rights & History Museums	The Mississippi Museums (Office of Capitol Facilities) (Department of Finance and Administration)	Procurement, delivery and installation of Litho light tables and base for the MS Civil Rights and History Museums. Under \$5000.		Yes	1	1	FE052			Interior Elements	04/24/2017	\$3,090.00
382-003 Civil Rights & History Museums	The Mississippi Museums (Office of Capitol Facilities) (Department of Finance and Administration)	Procurement, delivery and installation of lighting units for the MS Civil Rights and History Museums. Under \$5000.		Yes	1	1	FE053			Interior Elements	04/24/2017	\$4,992.00
382-003 Civil Rights & History Museums	The Mississippi Museums (Office of Capitol Facilities) (Department of Finance and Administration)	Procurement, delivery and installation of seating for the MS Civil Rights and History Museums. State contract procurement # 8200025612 - Exempls		Yes	1	1	FE054		8200025612	Interior Elements	04/19/2017	\$7,755.60

BoB-AD-080 PPRB Awards Report

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 Data Element: Condition Value
 Bid and Quote Awards / Dir: Approval Date: between 2017-04-01 to 2017-04-30
 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

05/03/2017

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
382-003 Civil Rights & History Museums	The Mississippi Museums (Office of Capitol Facilities) (Department of Finance and Administration)	Procurement, delivery and installation of seating for the MS Civil Rights and History Museums. State contract procurement # 8200025164 - Stylex.		Yes	1	1	FE055		8200025164	Interior Elements	04/24/2017	\$11,263.20
382-003 Civil Rights & History Museums	The Mississippi Museums (Office of Capitol Facilities) (Department of Finance and Administration)	Procurement, delivery and installation of tables for the MS Civil Rights and History Museums. State contract procurement # 8200024719 - Kimball.		Yes	1	1	FE056		8200024719	Interior Elements	04/24/2017	\$6,402.00
382-003 Civil Rights & History Museums	The Mississippi Museums (Office of Capitol Facilities) (Department of Finance and Administration)	Procurement, delivery and installation of outdoor items for the MS Civil Rights and History Museums. Lower of 2 quotes received.		Yes	2	2	FE057			Interior Elements	04/24/2017	\$7,954.58
382-003 Civil Rights & History Museums	The Mississippi Museums (Office of Capitol Facilities) (Department of Finance and Administration)	Procurement, delivery and installation of stanchions and signs for the MS Civil Rights and History Museums. Lower of 2 Quotes.		Yes	2	2	FE058			Interior Elements	04/24/2017	\$6,181.06
382-003 Civil Rights & History Museums	The Mississippi Museums (Office of Capitol Facilities) (Department of Finance and Administration)	Procurement, delivery and installation of outdoor seating and tables for the MS Civil Rights and History Museums. Lower of 2 Quotes.		Yes	2	2	FE059			Interior Elements	04/24/2017	\$23,895.87
382-003 Civil Rights & History Museums	The Mississippi Museums (Office of Capitol Facilities)	Procurement, delivery and installation of bike racks for the MS		Yes	2	2	FE060			Interior Elements	04/24/2017	\$4,973.92

BoB-AD-080 PPRB Awards Report

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 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

05/03/2017

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
422-157 Wastewater Lagoon Upgrades	(Department of Finance and Administration) Ellisville State School	Civil Rights and History Museums. Lower of 2 Quotes. Sole source procurement of a filter system for the Ellisville State School Wastewater Lagoon. This includes the delivery and coordination of installation of a Five Star Disk Filter system with the general contractor. The equipment will be furnished assembled and ready to be mounted by the contractor. Copy of the complete proposal is located in the Bricks Document Manager/FE/FE001. Sole Source Procurement approved by PPRB (Public Procurement Review Board) March 14, 2017.		Yes	1	1	FE001			Five Star Filtration LLC	04/10/2017	\$169,800.00

Quote Award - FE
 Count: 12
 Total: \$478,098.38

Count: 12
 Total: \$478,098.38

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 2017-04-01 to 2017-04-30
 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

05/03/2017

Project Name	Institution/Agency Name	Contract Scope	Bid Clarification	Low Base Bid/F	# Bids	# Quote	Award Number	CP-1 #	State Contract #	Company Name	Dir. Approval Date	Amount
Quote Award - ITS												
105-345 Classroom Bldg. with Parking	Mississippi State University	This material will provide network connectivity for MSU Classroom Building.			0	0	SC010	20170367		Graybar Electric Co., Inc.	04/24/2017	\$3,943.80
105-352 Library Expansion	Mississippi State University	This material will provide network connectivity for the MSU Library.			0	0	SC005	20170377		Graybar Electric Co., Inc.	04/24/2017	\$1,588.68
382-003 Civil Rights & History Museums	The Mississippi Museums (Office of Capital Facilities) (Department of Finance and Administration)	This cable will provide 12 strands of single mode fiber in the Winter Building.			0	0	SC004	20170356		McInnis Electric Co	04/19/2017	\$4,829.62
421-091 IT - Health Records System	Boswell Regional Center	The scope for SC006 remains the same as SC002 issued to CoCentrix Inc. under CP1 20140332. CoCentrix Inc completed 75% of the work before selling the business to Mitchell & McCormick Inc. The change in the company left an unpaid balance of \$116,492.40. MDITS per Chris Nix will not issue a new CP1 to assign the cost. They did issue a new CP1 (20170329 dated 3/7/2017) to assign the work to be completed. The CP1's and email are located in the Bricks Document Manager/IT/CP1's. The balance to			0	0	SC006	20170329		Mitchell & McCormick Inc.	04/27/2017	\$116,492.40

BoB-AD-080 PPRB Awards Report

Query Parameters:
 Results matching ALL following condition(s):
 Data Element: Condition Value
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 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

05/03/2017

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
507-044 North Mississippi Veterans Memorial Cemetery	Mississippi State Veterans Affairs Board	be paid will be awarded to Mitchell & McCormick Inc. and paid upon completion of work.			0	0	SC003	20170353		Netlink Cabling Systems LLC	04/24/2017	\$1,174.00
507-044 North Mississippi Veterans Memorial Cemetery	Mississippi State Veterans Affairs Board	The rack will be used in the maintenance shop at the new VA Cemetery in Kilmichael, Mississippi.			0	0	SC004	2017038		Graybar Electric Co., Inc.	04/24/2017	\$1,029.28
Quote Award - ITS Count: 6												
Total: \$129,057.78												

Count: 6