



MEETING MINUTES

Wednesday, March 6, 2024

Board Members:

David Russell, Chair
Norman Katool, Vice-Chair
Norman McLeod
Rita Wray
Liz Welch

Board Member Absent:

Billy Morehead

Staff Members:

Brittney Thompson
Suzanne Hudson, Special Assistant Attorney General
Jay Woods, Special Assistant Attorney General
Liz Bolin, General Counsel
Ross Campbell
Adrian Massey
Glenn Kornbrek
Kent Adams
Amelia Gamble
Carrie Boyd
Jonathan Dillard
Trina Kelly
Angela Cooper
Shannon Smith
Chelsea Stewart
Shantina Christmas

Staff Members Attending Via Teleconference:

Preston L. Pierce
Steve Tucker
Kimberly Burse
James Brabston
LaShun Smith
Ramona Jones
Shakrita Fields
Ashley Harrell
Danny Lynch

Guests Attending Via Teleconference:

Anita Evans
Amelia Willis
Amanda Diaz
Ashley Smith
Austin Wallace
Aveleka Moore
Betsy Toles
Bryan C. Wardlaw
Charlie Bock
Cherry Newsome
Chuck McGee
Edward Williams
Eric Davis
Erica Allen
Erika Andrews
Erin Meyer
Harris Vanbuskirk
Heather Rozarabney
Jeanette A. Crawford
Jennifer O. Wentworth
Jeremy Duvernay
Jerrika Brantley
Jesse Graham
Jennifer Mayfield
John Shows
John w. Robinson
Katelynn Wallace
Kayla McKnight
Kevin (unverified last name)
Kim Turner
Lauren Hegwood
LaShunda Williams
Lee Shirley
Leigh Washington
Leif McDonald
Kim Turner
Monique Corley
Melissa Parker
Rick Kinnard
Ro Williams
Terri Ashley
Tamara Yates
Tim Darnell
Teselyn Funches
Yolanda Nash
Five (5) attendees were unidentified.

I. Call to Order

The meeting was called to order by David Russell Chair.

II. Approval of Minutes from the February 7, 2024 Public Procurement Review Board Meeting

Action: A motion was made by Mr. McLeod made a motion to approve the Minutes from the February 7, 2024, PPRB Meeting as presented. The motion was seconded by Mr. Katool and unanimously approved by all members present.

III. Approval of per diem and expenses for the March 6, 2024 meeting and for any additional expenses incurred prior to the April 3, 2024 meeting

Action: A motion was made by Mr. Katool to approve per diem and expenses for the March 6, 2024 meeting and for any additional expenses incurred prior to the April 3, 2024, meeting. The motion was seconded by Mr. McLeod and unanimously approved by all members present.

IV. Reports

A. OPTFM Emergency Purchases Reported to the Board

The OPTFM Emergency Purchases Report is attached to these Minutes as **Attachment A**.

B. OPTFM Sole Source Purchases Reported to the Board

The OPTFM Sole Source Approvals Report is attached to these Minutes as **Attachment B**.

C. OPTFM Staff Approvals Reported to the Board

The OPTFM Staff Approvals Report is attached to these Minutes as **Attachment C**.

D. BOB Staff Approvals Reported to the Board

The BOB Staff Approvals Report is attached to these Minutes as **Attachment D**.

E. OPSCR Emergency Contracts Reported to the Board

The OPSCR Emergency Contracts Report is attached to these Minutes as **Attachment E**.

F. OPSCR Sole Source Contracts Reported to the Board

The OPSCR Sole Source Contracts Report is attached to these Minutes as **Attachment F**.

G. OPSCR Staff Approvals Reported to the Board

The OPSCR Staff Approvals Report is attached to these Minutes as **Attachment G**.

V. DFA Office of Purchasing, Travel and Fleet Management (OPTFM)

A. Petitions for Relief

1. Requesting Agency: Alcorn State University (ASU)

Supplier: Unknown

Term: 5 years

Total Value: \$1,250,000.00 estimated

Summary of Request: ASU is requesting an exemption from competitive sealed bidding for the purchase of athletic uniforms. They wish to use a Request for Proposals to consider the quality of the uniforms and incentives, as well as pricing. ASU intends to evaluate the proposals using the following weights: 30% qualifications and experience, 20% capability to deliver, 35% pricing, 5% financial considerations, and 10% references.

Staff Recommendation: OPTFM recommends approval of this request.

Action: A motion was made by Mr. McLeod to approve the staff recommendation as amended from 25% to 20% capability to deliver. The motion was seconded by Mr. McLeod and unanimously approved by all members present.

B. Consideration of Governing Authority Contracts for Board Action

1. Requesting Governing Authority: Forrest County Agricultural High School

Supplier: Synergetics DCS

Term: One-time purchase

Total Value: \$104,909.03

Summary of Request: Forrest County Agricultural High School was granted an exemption from reverse auction on 1/3/2024, for the procurement of an E-Rate Category 2 Project. They advertised competitive sealed bids for the purchase and received four (4) bids. The district wishes to award to the low bidder.

Staff Recommendation: OPTFM recommends approval of the contract.

Action: A motion was made by Mr. McLeod to approve the staff recommendation as amended on the reverse auction date 1/3/2024. The motion was seconded by Mrs. Wray and unanimously approved by all members present.

C. Consideration of State Agency Contracts for Board Action

1. Requesting Agency: Mississippi State University (MSU)

Supplier: LI-COR Inc.

Contract #: 8800009263

Term: 3/6/2024 through 1/29/2025

Total Value: \$549,346.95

Summary of Request: MSU is requesting approval of a sole source purchase for an eddy flux system to measure evapotranspiration, greenhouse emissions and trace gases from rice-based cropping system at farmers' fields and research plots. MSU advertised in the newspaper

and on the procurement portal per the Mississippi Procurement Manual. There were no objections received.

Staff Recommendation: OPTFM recommends approval of the contract.

Action: A motion was made by Mr. McLeod to approve the staff recommendation as presented. The motion was seconded by Mr. Katool and unanimously approved by all members present.

2. Requesting Agency: Mississippi Department of Marine Resources (MDMR)

Supplier: Spat-Tech of Mississippi, LLC

Contract #: 8200073244

Term: 3/6/2024 through 12/31/2024

Total Value: \$3,000,000.00

Summary of Request: MDMR is requesting approval to contract with Spat-Tech for the purchase of 100,000,000 live oyster larvae, as well as setting the larvae on 2,000 cubic yards of oyster shell and deployment to the MDMR designated areas.

Staff Recommendation: OPTFM recommends approval of the contract.

Action: A motion was made by Mr. Katool to approve the staff recommendation as presented. The motion was seconded by Mr. McLeod and unanimously approved by all members present.

3. Requesting Agency: University of Mississippi (UM)

Supplier: Quadient, Inc.

Contract #: 8200073241

Term: 3/7/2024 through 1/24/2025

Total Value: \$648,253.80

Summary of Request: UM is requesting to purchase lockers and technology upgrades to improve campus student mail and package distribution. The purchase is being made with a state contract vendor for mailing equipment.

Staff Recommendation: OPTFM recommends approval of the contract.

Action: A motion was made by Mrs. Wray to approve the staff recommendation as presented. The motion was seconded by Mr. McLeod and unanimously approved by all members present.

4. Requesting Agency: Mississippi Department of Agriculture (MDAC)

Supplier: Signature Offset LLC

Contract #: 8200050031

Term: 3/15/2020 through 3/31/2025

Total Value: \$550,000.00

Summary of Request: MDAC is requesting to extend the contract and increase the total amount of the contract by \$50,000.00, for the printing of the Mississippi Market Bulletin. The contract was approved by PPRB on 3/4/2020 for a four (4) year term with one (1) twelve (12) month extension.

Staff Recommendation: OPTFM recommends approval of the extension.

Action: A motion was made by Mrs. Wray to approve the staff recommendation as presented. The motion was seconded by Mr. McLeod and unanimously approved by all members present.

Items V.C.5 through V.C.7 were presented together and voted together.

5. Requesting Agency: Mississippi Department of Transportation (MDOT)

Supplier: TraxPlus

Contract #: 8200067503

Term: 3/1/2023 through 9/30/2024

Total Value: \$1,488,000.00

Summary of Request: MDOT is requesting to extend the contract with TraxPlus for 32,000-pound, .75 cubic yard excavators. The original contract was approved by PPRB on March 1, 2023. This is the second of nine (9) possible six (6) month extensions.

Staff Recommendation: OPTFM recommends approval of the extension.

6. Requesting Agency: Mississippi Department of Transportation (MDOT)

Suppliers: McComb Diesel

Contract #: 8200067480

Term: 3/1/2023 through 9/30/2024

Total Value: \$9,751,515.00

Summary of Request: MDOT Solicited bids for 66,000 GVWR conventional cab and chassis, tandem axle and the contract was approved by PPRB on March 1, 2023. This is the second of nine (9) possible six (6) month extensions.

Staff Recommendation: OPTFM recommends approval of this extension.

7. Requesting Agency: Mississippi Department of Transportation (MDOT)

Suppliers: McComb Diesel

Contract #: 8200067647

Term: 3/1/2023 through 09/30/2024

Total Value: \$4,096,500.00

Summary of Request: MDOT solicited competitive sealed bids for 66,000 GVWR truck tractor, 115-inch cab to tandem axle and was approved by PPRB on March 1, 2023. This is the second of nine (9) possible six (6) month extensions.

Staff Recommendation: OPTFM recommends approval of this extension.

Action: A motion was made by Mrs. Wray to approve the staff recommendation as presented on Items V.C.5 through V.C.7. The motion was seconded by Mr. McLeod and unanimously approved by all members present.

8. Requesting Agency: Mississippi Department of Health (MSDH)

Suppliers: TESCO Specialty Vehicles, LLC

Contract #: 8200073260

Term: 3/6/2024 through 3/6/2025

Total Value: \$1,186,500.00 (\$395,500.00 each)

Summary of Request: MSDH was granted an exemption from reverse auction on December 6, 2023, for the procurement of three (3) mobile clinics. They advertised competitive sealed bids for the purchase and received five (5) bids. Two (2) vendors did not meet specifications and MSDH wishes to award to the lowest bidder, TESCO Specialty Vehicles, LLC.

Staff Recommendation: OPTFM recommends approval of the contract.

Action: A motion was made by Mr. Katool to approve the staff recommendation as presented. The motion was seconded by Mrs. Wray and unanimously approved by all members present.

VI. DFA Bureau of Building, Grounds and Real Property Management (BOB/RPM)

NOTE: Standard Operating Procedures established by the BOB in April 2004, require PPRB approval of fees in excess of \$250,000.00. The following Professionals were selected by interview by the Using Agency and 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.)

A. Consideration of Contracts for Project Professionals

1. Using Agency: Mississippi University for Women

Project Number: GS# 104-214

Title: South Campus Mechanical Plant Improvements

Location: Columbus, Mississippi

Budget: \$3,000,000.00

Funding Sources: HB 1730, L'20, HB 603, L'23

Professional Fee: C+ (estimated fees \$223,710.49)

Professional: Dewberry Engineers, Inc. (Jackson, Mississippi)

Scope: To perform facility and equipment upgrades as required at the south campus chiller plant which currently supports 168,428 square feet in four residence halls. Mechanical, electrical and plumbing improvements will be included in this scope.

Note: The Professional was selected via a competitive qualification-based selection process.

Staff Recommendation: BOB has reviewed the documentation and recommends PPRB approval contingent upon executable Contract.

Action: A motion was made by Mr. Katool to approve the staff recommendation as presented. The motion was seconded by Mrs. Wray and unanimously approved by all members present.

2. Using Agency: Mississippi University for Women

Project Number: GS# 104-215

Title: Jones Hall Interior Renovations

Location: Columbus, Mississippi

Budget: \$7,500,000.00

Funding Sources: HB 603, L'23

Professional Fee: C+ (estimated fees \$526,904.40)

Professional: Shafer-Zahner-Zahner, PLLC (Starkville, Mississippi)

Scope: Planning and Construction through Warranty Phase of renovations to Jones Hall on the MUW main campus. This 47,000 square foot facility, first constructed in 1964, has only received minor improvements over the course of its life. Scope will include asbestos abatement, restoration of interior and exterior elements, interior reconfiguration, ADA improvements and major renovations of the mechanical, electrical, plumbing and life safety systems. Due to the building's Mississippi Landmark status, coordination with the Mississippi Department of Archives and History will be required.

Note: The Professional was selected via a competitive qualification-based selection process.

Staff Recommendation: BOB has reviewed the documentation and recommends PPRB approval contingent upon executable Contract.

Action: A motion was made by Mr. Katool to approve the staff recommendation as presented. The motion was seconded by Mr. McLeod and unanimously approved by all members present.

3. Using Agency: Mississippi Valley State University

Project Number: GS# 106-282

Title: Preplan New Residence Hall

Location: Itta Bena, Mississippi

Budget: \$500,000.00

Funding Sources: HB 603, L'23

Professional Fee: C (estimated fees \$1,150,522.60)

Professional: McCarty Architects Professional Association (Tupelo, Mississippi)

Scope: Preplanning through the Design Development phase for the construction, furnishing, and equipping of a new residence hall and related facilities. This new facility will be approximately 60,000 square feet with up to two hundred beds, depending on the estimated cost. This effort will also include mechanical, electrical, plumbing, and life safety system improvements as needed per code and ADA compliance.

Note: The Professional was selected via a competitive qualification-based selection process.

Staff Recommendation: BOB has reviewed the documentation and recommends PPRB approval contingent upon executable Contract.

Action: A motion was made by Mrs. Wray to approve the staff recommendation as presented. The motion was seconded by Mr. McLeod and unanimously approved by all members present.

4. Using Agency: Northwest Mississippi Community College

Project Number: GS# 213-070

Title: Preplan Oxford Health Sciences Facility

Location: Oxford, Mississippi

Budget: \$500,000.00

Funding Sources: HB 1353, L'22

Professional Fee: C (estimated fees \$1,150,522.60)

Professional: PryorMorrow PC (Columbus, Mississippi)

Scope: Preplanning through the Design Development Phase to construct a health science building on the Lafayette Yalobusha Technical Center Campus in Oxford MS. This new two-story, 14,000 square foot facility, will house multiple college credit health science programs. The project's design will include flexible classroom space for instruction and testing, healthcare skills labs, hi-tech simulation labs, administrative offices, and support spaces. This effort will also include mechanical, electrical, plumbing and life safety system design as needed per code and ADA compliance.

Note: The Professional was selected via a competitive qualification-based selection process.

Staff Recommendation: BOB has reviewed the documentation and recommends PPRB approval contingent upon executable Contract.

Action: A motion was made by Mr. Katool to approve the staff recommendation as presented. The motion was seconded by Mrs. Wray and unanimously approved by all members present.

5. Using Agency: South Mississippi Correctional Institution (Department of Corrections)

Project Number: GS# 323-027

Title: Area 1 Renovations PH I

Location: Leakesville, Mississippi

Budget: \$6,250,000.00

Funding Sources: HB 603, L'23

Professional Fee: C+ (estimated fees \$444,202.96)

Professional: Allred Stolarski Architects, PA (Ocean Springs, Mississippi)

Scope: Planning through Construction and Warranty Phase of improvements including replacement of exterior wall panels and windows on Units 9, 10, 11, and 12 in Area 1 consisting of 51,056 square feet, to assist with energy efficiency and for maintenance and security purposes.

Note: The Professional was selected via a competitive qualification-based selection process.

Staff Recommendation: BOB has reviewed the documentation and recommends PPRB approval contingent upon executable Contract.

Action: A motion was made by Mr. Katool to approve the staff recommendation as presented. The motion was seconded by Mr. McLeod and unanimously approved by all members present.

B. Consideration of Construction Contract for Board Action

1. Using Agency: Meridian Community College

Project Number: GS# 209-066

Project Title: New Softball Tennis Complex

General Contractor: J & J Contractors, Inc. (lowest of 3 Bids received)

Construction Days from Notice to Proceed [Time]: 360 days

Total Value at Award: \$6,148,000.00 (base bid)

Scope: Construction through the warranty phase for a Softball and Tennis Complex. This project will provide Meridian Community College with a sports facility that will allow them to expand their capabilities for developing their tennis and softball programs and allow them to host tennis tournaments. The goals of the project are to create a functional, state of the art facility that has an attractive aesthetic that is cohesive with the rest of the campus.

Staff Recommendation: BOB recommends PPRB approval, contingent upon a fully executable Contract.

Action: A motion was made by Mrs. Wray to approve the staff recommendation as presented. The motion was seconded by Mr. McLeod and unanimously approved by all members present.

C. Consideration of BOB Change Order for Board Action

1. Using Agency: Mississippi State Penitentiary (Department of Corrections)

Project Number: GS# 321-274

Project Title: ARPA Infr. – Waste Coll. & Conv. - Lagoon

General Contractor: Hemphill Construction Company, Inc

Original Contract Sum: \$613,525.00

Net Change by Previous Change Orders: \$9,641.42

Total Value of Award before this Change Order: \$623,166.42

Total Value of this Change Order: \$155,128.62

Construction Days to Date [Term]: 390 (including 120 for this CO)

Change Order Scope: Change Order is to replace the existing pump at Unit 32 wastewater pump station with a new pump and to repair said pump to have on hand as a back-up.

Note: Board Action is required when cumulative Change Orders exceed 25% of original bid.

Staff Recommendation: BOB recommends PPRB approval contingent upon an executable Change Order.

Action: A motion was made by Mr. McLeod to approve the staff recommendation as presented. The motion was seconded by Mr. Katool and unanimously approved by all members present.

D. RPM New Leases

- 1. Requesting Agency:** Mississippi Board of Examiners for Social Workers, Marriage & Family Therapist
Lease #: 270-251-29A
Lessor: Cannata Corp
Term: 03-06-2024 thru 03-05-2029
Total Yearly Cost: \$26,000.04
Cost PSF: \$13.00 Inclusive
Total Space Per Occupant: 250 sq. ft.
Federal Funds: 0%
Square Footage Proposed: 2,000
Address of Property: 5 Old River Place, Suite 205, Jackson, MS
Purpose of Lease: The functions of this agency are licensure and regulation of the practices of social work and marriage and family therapy.

Note: This lease was advertised twice, and two responses were received. The lease was awarded to the lowest bidder. This is a five-year lease with no renewals.

Staff Recommendations: RPM recommends the approval of this lease.

Action: A motion was made by Mr. Katool to approve the staff recommendation as presented. The motion was seconded by Mrs. Wray and unanimously approved by all members present.

- 2. Requesting Agency:** Mississippi Department of Rehabilitation Services
Lease #: 725-181-25A
Lessor: Frozen Food Processors, Inc.
Term: 03-16-2024 thru 03-15-2025
Total Yearly Cost: \$281,246.76
Cost PSF: \$13.46 + Utilities & Janitorial
Total Space Per Occupant: N/A
Federal Funds: 80%
Square Footage Proposed: 20,895
Address of Property: 18 JM Tatum Industrial Park, Hattiesburg, MS
Purpose of Lease: This is a AbilityWorks location. The Office of Vocational Rehabilitation employees oversee the facility and train MDRS clients. AbilityWorks is a network of community rehabilitation programs that provide vocational assessment, job training, and actual work experience for individuals with disabilities.

Note: This is a one-year lease with no renewals. This lease was advertised and one response was received.

Staff Recommendations: RPM recommends the approval of this lease.

Action: A motion was made by Mr. McLeod to approve the staff recommendation as presented. The motion was seconded by Mrs. Wray and unanimously approved by all members present.

3. Requesting Agency: Mississippi Attorney General

Lease #: 075-251-34A

Lessor: Hertz Jackson One, LLC

Term: 06-01-2024 (or substantial completion) thru 03-31-2034

Total Yearly Cost: \$262,500.00-See table below for monthly escalations by year. All square footage cost are inclusive.

Year 1: \$ 21,875.00 per Month which is based upon a rate of \$17.50 per Rentable Square Foot

Year 2: \$ 22,187.50 per Month which is based upon a rate of \$17.75 per Rentable Square Foot

Year 3: \$ 22,500.00 per Month which is based upon a rate of \$18.00 per Rentable Square Foot

Year 4: \$ 22,812.50 per Month which is based upon a rate of \$18.25 per Rentable Square Foot

Year 5: \$ 23,125.00 per Month which is based upon a rate of \$18.50 per Rentable Square Foot

Year 6: \$ 23,437.50 per Month which is based upon a rate of \$18.75 per Rentable Square Foot

Year 7: \$ 23,750.00 per Month which is based upon a rate of \$19.00 per Rentable Square Foot

Year 8: \$ 24,062.50 per Month which is based upon a rate of \$19.25 per Rentable Square Foot

Year 9: \$ 24,375.00 per Month which is based upon a rate of \$19.50 per Rentable Square Foot

Year 10: \$ 24,687.50 per Month which is based upon a rate of \$19.75 per Rentable Square Foot

Total Space Per Occupant: 245 sq. ft.

Federal Funds: 0%

Square Footage Proposed: 15,000

Address of Property: Regions Plaza, 210 East Capitol Street, Jackson, MS

Purpose of Lease: This lease would be advantageous to have all of the State Agencies Division attorneys in one location. Approximately 20 attorneys are presently assigned to the Regions Plaza building. With this lease an additional 41 attorneys would be able to join the State Agency Division at this location. The centralization of attorneys would serve to add a cohesive consistency to the efforts of the agency attorneys. This has been in the AGO's business plan for the last three years.

Note: RPM and the Office of Attorney General ask PPRB for a waiver of advertisement as required under 300.2 of the Leasing Manual. A deviation may be granted by PPRB if it is determined to be in the best interest of the State (200.4). This is a ten-year lease with no renewals.

Staff Recommendations: RPM recommends the approval of this lease.

Action: A motion was made by Mrs. Wray to approve the staff recommendation as amended from a five-year lease to a ten-year lease. The motion was seconded by Mr. McLeod and unanimously approved by all members present.

E. RPM Succeeding Leases

1. Requesting Agency: Mississippi Department of Corrections

Lease #: 170-412-27A

Lessor: Washburn Enterprises, L.P.

Term: 05-01-2024 thru 04-30-2027

Total Yearly Cost: \$36,000.00

Cost PSF: \$8.00 + Utilities & Janitorial

Previous Cost PSF: \$6.00 + Utilities & Janitorial

Total Space Per Occupant: N/A

Federal Funds: 0%

Square Footage Proposed: 4,500

Address of Property: 161 Clark Street, Suite 1&2, Tupelo, MS

Purpose of Lease: This will be the Parole and Probation office for the Tupelo/Lee County area.

Note: This is a three-year succeeding lease with no renewals. This agency has been at this location since 11-01-2015.

Staff Recommendations: RPM recommends the approval of this lease.

Action: A motion was made by Mr. Katool to approve the staff recommendation as presented. The motion was seconded by Mr. McLeod and unanimously approved by all members present.

2. Requesting Agency: Mississippi Department of Employment Security

Lease #: 260-461-27A

Lessor: KRE, LLC

Term: 05-01-2024 thru 04-30-2027

Total Yearly Cost: \$25,800.00

Previous Yearly Cost: \$23,256.00

Cost PSF: \$9.05 + Utilities & Janitorial

Previous Cost PSF: \$8.16 + Utilities & Janitorial

Total Space Per Occupant: N/A

Federal Funds: 100%

Square Footage Proposed: 2,850

Address of Property: 1111 Hwy. 98, Columbia, MS

Purpose of Lease: This will be the Win Job Center for the Columbia/Marion County area.

Note: This is a three-year lease with no renewals. The agency has been at this location since 02-01-2016.

Staff Recommendations: RPM recommends the approval of this lease.

Action: A motion was made by Mr. Mcleod to approve the staff recommendation as amended the lease to three- year. The motion was seconded by Mrs. Wray and unanimously approved by all members present.

3. Requesting Agency: Mississippi Department of Employment Security

Lease #: 260-761-27A

Lessor: BI Greenville, LLC

Term: 04-01-2024 thru 03-31-2027

Total Yearly Cost: \$80,840.04

Previous Yearly Cost: \$80,840.04

Cost PSF: \$10.00 + Utilities & Janitorial

Previous Cost PSF: \$10.00 + Utilities & Janitorial

Total Space Per Occupant: N/A

Federal Funds: 100%

Square Footage Proposed: 8,084

Previous Square Footage: 8,084

Address of Property: 1746 Hwy 1, Suite C, Greenville, MS

Purpose of Lease: This will be the WIN Job Center for the Greenville/Washington County area.

Note: This is a three (3) year lease with no renewals. This agency has been at this location since 04-01-2016.

Staff Recommendations: RPM recommends the approval of this lease.

Action: A motion was made by Mr. McLeod to approve the staff recommendation as presented. The motion was seconded by Mrs. Wray and unanimously approved by all members present.

4. Requesting Agency: Mississippi Division of Medicaid

Lease #: 515-303-29A

Lessor: Trebig Properties, LLC

Term: 05-01-2024 thru 04-30-2029

Total Yearly Cost: \$191,808.00

Cost PSF: \$19.98 + Utilities & Janitorial

Previous Cost PSF: \$13.72 + Utilities & Janitorial

Total Space Per Occupant: N/A

Federal Funds: 50%

Square Footage Proposed: 9,600

Previous Square Footage: 9,600

Address of Property: 1702 Denny Avenue, Pascagoula, MS

Purpose of Lease: This is the Medicaid office for the Jackson/George County area.

Note: This is a five (5) year lease with no renewals. This agency has been at this location since 04-01-2015.

Staff Recommendations: RPM recommends the approval of this lease.

Action: A motion was made by Mr. Katool to approve the staff recommendation as presented. The motion was seconded by Mr. McLeod and unanimously approved by all members present.

F. RPM Amended Leases

1. Requesting Agency: Mississippi Board of Physical Therapy

Lease #: 657-251-29A

Lessor: East River Place, LLC

Term: 01-01-2025 thru 12-31-2029

Total Yearly Cost: \$26,250.00

Previous Yearly Cost: \$26,250.00

Cost PSF: \$12.50 Inclusive

Previous Cost PSF: \$12.50 Inclusive

Total Space Per Occupant: N/A

Federal Funds: 0%

Square Footage Proposed: 2,100

Address of Property: 840 East River Place, Jackson, MS

Purpose of Lease: This board conducts testing, licensing, and license renewal services for physical therapists.

Note: This amendment extends the term of the lease by five years. There are no renewals with this amendment. This agency has been at this location since 1-01-2016.

Staff Recommendations: RPM recommends the approval of this lease.

Action: A motion was made by Mrs. Wray to approve the staff recommendation as presented. The motion was seconded by Mr. McLeod and unanimously approved by all members present.

2. Requesting Agency: Mississippi State Department of Health/Office of Emergency Planning and Response

Lease #: 390-612-25A-R
Lessor: 310 Airport Road, LLC
Term: Upon approval thru 12-31-2025
Total Yearly Cost: \$241,704.00
Previous Yearly Cost: \$232,440.00
Cost PSF: \$12.00 Inclusive
Previous Cost PSF: \$12.00 Inclusive
Total Space Per Occupant: N/A
Federal Funds: 100%
Square Footage Proposed: 20,142
Previous Square Footage Proposed: 19,370
Address of Property: 310 Airport Road, Pearl, MS
Purpose of Lease: MSDH will move the new Workforce/Hazard Response team that was created by the State Health Officer to the Airport Road location.

Note: This amendment will add 772 square feet to the existing lease. The terms and conditions of the original lease will not change.

Staff Recommendations: RPM recommends the approval of this lease.

Action: A motion was made by Mr. Katool to approve the staff recommendation as presented. The motion was seconded by Mr. McLeod and unanimously approved by all members present.

3. Requesting Agency: Mississippi Department of Corrections

Lease #: 170-261-24A-R
Lessor: China Street Investment Company, LLC
Term: 04-01-2024 thru 06-30-2024
Total Yearly Cost: \$3,000.00
Previous Yearly Cost: \$3,000.00
Cost PSF: \$7.19 + Utilities & Janitorial
Previous Cost PSF: \$7.19 + Utilities & Janitorial
Total Space Per Occupant: N/A
Federal Funds: 0%
Square Footage Proposed: 1,668
Previous Square Footage: 1,668
Address of Property: 103 West China Street, Lexington, MS
Purpose of Lease: This is a Probation/Parole office for the Lexington/Holmes County area.

Note: This amendment will extend the lease by three months while the new location is being renovated.

Staff Recommendations: RPM recommends the approval of this lease.

Action: A motion was made by Mrs.Wray to approve the staff recommendation as presented. The motion was seconded by Mr. McLeod and unanimously approved by all members present.

G. RPM Non-Competitive Leases (Exempt from Competition)

1. **Requesting Agency:** Mississippi Department of Wildlife, Fisheries & Parks
Lease #: 875-571-29A
Lessor: Pike County Board of Supervisors
Term: 10-01-2024 thru 09-30-29
Total Yearly Cost: \$6,000.00
Cost PSF: \$.86 + Utilities & Janitorial
Total Space Per Occupant: N/A
Federal Funds: 0%
Square Footage Proposed: 7,000
Previous Square Footage: N/A
Address of Property: 1201 North Clark Ave., Magnolia, MS
Purpose of Lease: This is a combination of storage and office space used by MDWFP for this southern district office.

Note: This is a five-year lease extension with no renewals. The agency has been at this location since 10-01-2019.

Staff Recommendations: RPM recommends the approval of this lease.

Action: A motion was made by Mr. Katool to approve the staff recommendation as presented. The motion was seconded by Mrs. Wray and unanimously approved by all members present.

VII. DFA Office of Personal Service Contract Review (OPSCR)

A. Petition for Relief from Competitive Sealed Bidding

1. **Requesting Agency:** DMH - Mississippi State Hospital
RFx Number: 3180002230
Procurement Request: Request for Qualifications
Anticipated Term: 07/01/2024 - 06/30/2029
Summary of Request: The Agency is seeking to contract with up to eight Contractors to provide anesthesia services. The Agency contends the use of an Invitation for Bids (IFB) is neither practical nor advantageous because the Agency needs to evaluate the experience and qualifications of the Offerors. Offerors will be evaluated on the following factors: Management weighted at 32%, Technical weighted at 33%, and Cost (Price) weighted at 35%.

Staff Recommendation: OPSCR recommends approval of this request.

Action: A motion was made by Mr. Mcleod to approve the staff recommendation as presented. The motion was seconded by Mrs. Wray and unanimously approved by all members present.

2. Requesting Agency: Mississippi Department of Child Protection Services

RFx Number: 3180002243

Procurement Request: Request for Proposals

Anticipated Term: Two Years with Three One-Year Optional Renewals

Summary of Request: The Agency is seeking one or more Contractors to enhance and improve long-term outcomes for youth who have experienced foster care. The Agency plans to invest the resources at its disposal in concert with qualified private and public partners to leverage and maximize those resources to develop a Supportive Case Management Program for foster youth ages 17-21 and former foster youth receiving the Representative Bill Kinkade Fostering Access and Inspiring True Hope (HOPE) scholarship and/or Education and Training Voucher (ETV) funds. The Agency contends the use of an Invitation for Bids (IFB) is neither practicable nor advantageous because the Agency needs to evaluate based on technical experience. Price is not the most important factor to consider for these services. Offerors will be evaluated on the following factors: Technical weighted at 33%, Management weighted at 32%, and Cost (Price) weighted at 35%. Pursuant to Miss. Code Ann. § 31-7-413(2)(iii), the Agency requests to evaluate Cost factors openly.

Staff Recommendation: OPSCR recommends approval of this request.

Action: A motion was made by Mr. Katool to approve the staff recommendation as presented. The motion was seconded by Mr. McLeod and unanimously approved by all members present.

3. Requesting Agency: Mississippi Department of Child Protection Services

RFx Number: 3180002245

Procurement Request: Request for Proposals

Anticipated Term: Four Years with One One-Year Optional Renewal

Summary of Request: The Agency is seeking one or more Contractors to improve methods and procedures that the Agency uses to allocate costs to various programs, grants, contracts, and agreements. The Agency contends the use of an Invitation for Bids (IFB) is neither practicable nor advantageous because the Agency needs to evaluate based on technical experience. Price is not the most important factor to consider for these services. Offerors will be evaluated on the following factors: Technical weighted at 33%, Management weighted at 32%, and Cost (Price) weighted at 35%. Pursuant to Miss. Code Ann. § 31-7-413(2)(iii), the Agency requests to evaluate Cost factors openly.

Staff Recommendation: OPSCR recommends approval of this request.

Action: A motion was made by Mrs. Wray to approve the staff recommendation as presented. The motion was seconded by Mr. McLeod and unanimously approved by all members present.

4. Requesting Agency: Mississippi State Department of Health

RFx Number: 3180002280

Procurement Request: Request for Qualifications

Anticipated Term: Four Years with One One-Year Optional Renewal

Summary of Request: The Agency is seeking one Contractor to provide statewide tobacco/nicotine dependent treatment services to Mississippi Residents at no cost to participants. The Agency contends the use of an Invitation for Bids (IFB) is neither practicable nor advantageous because the Agency needs to evaluate based on capabilities, experience, and staffing. Price is not the most important factor to consider for these services. Offerors will be evaluated on the following factors: Technical weighted at 34%, Management weighted at 31%, and Cost (Price) weighted at 35%.

Staff Recommendation: OPSCR recommends approval of this request.

Action: A motion was made by Mrs. Wray to approve the staff recommendation as presented. The motion was seconded by Mr. McLeod and unanimously approved by all members present.

5. Requesting Agency: Mississippi State Department of Health

RFx Number: 3180002271

Procurement Request: Request for Qualifications

Anticipated Term: Four Years with One One-Year Optional Renewal

Summary of Request: The Agency is seeking one or more Contractors to provide agency-wide media services to create and promote a variety of public health campaigns, assist with re-branding, website development, application development, and other communications and media projects. The Agency contends the use of an Invitation for Bids (IFB) is neither practicable nor advantageous because the Agency needs to evaluate based on capabilities, experience, and staffing. Price is not the most important factor to consider for these services. Offerors will be evaluated on the following factors: Management weighted at 65% and Cost (Price) weighted at 35%. Pursuant to Miss. Code Ann. § 31-7-413(2)(iii), the Agency requests to evaluate Cost factors openly.

Staff Recommendation: OPSCR recommends approval of this request.

Action: A motion was made by Mr. Katool to approve the staff recommendation as presented. The motion was seconded by Mrs. Wray and unanimously approved by all members present.

6. Requesting Agency: Mississippi State Department of Health

RFx Number: 3180002272

Procurement Request: Request for Qualifications

Anticipated Term: Four Years with One One-Year Optional Renewal

Summary of Request: The Agency is seeking one or more contractors to promote a variety of public health campaigns and to assist agency staff in the development and implementation of campaigns. The Agency contends the use of an Invitation for Bids (IFB) is neither practicable nor advantageous because the Agency needs to evaluate based on capabilities, experience, and staffing. Price is not the most important factor to consider for these services. Offerors will be evaluated on the following factors: Management weighted at 60% and Cost (Price) weighted at 40%.

Staff Recommendation: OPSCR recommends approval of this request.

Action: A motion was made by Mr. Katool to approve the staff recommendation as presented. The motion was seconded by Mrs. Wray and unanimously approved by all members present.

B. Consideration of Contracts for Board Action

1. Requesting Agency: Mississippi Department of Marine Resources

Supplier: Eco Restore, LLC

Contract #: 8200073388

Term: 03/06/2024 - 11/30/2026

Total Value: \$120,000.00

New

\$120,000.00

Summary of Request: The term of the contract is approximately two years and eight months with an option to renew for a total contract period not to exceed five years. The Contractor will provide invasive species treatment within the Wolf River Coastal Preserve in Harrison County. The Contractor was selected through an Invitation for Bids (IFB) with four respondents with the contract being awarded to the lowest responsive bidder.

Staff Recommendation: OPSCR recommends approval of this request, contingent upon receipt of the required Certificate of Insurance.

Projected Budget for the Life of the Contract: \$120,000.00

Action: A motion was made by Mr. McLeod to approve the staff recommendation as presented. The motion was seconded by Mrs. Wray and unanimously approved by all members present.

2. Requesting Agency: Mississippi Department of Education

Supplier: Michael Kent

Contract #: 10137692

Term: 10/01/2023 - 06/30/2025

Total Value: \$182,658.45

Renewal

\$114,135.94

Summary of Request: Dr. Michael Kent will serve as a liaison to interim superintendents in new and consolidated school districts. He was selected through a Request for Applications (RFA) and was the sole respondent. The term of the original contract is one year with three optional one-year renewals. The rate of pay is \$76.92 per hour not to exceed 1040 hours per fiscal year. (Dr. Kent worked 650 hours during the initial term.) The Agency submitted Modification One to exercise the first renewal; this modification also updates multiple clauses and adds an "Attorney's Fees and Expenses" clause. The Mississippi State Board of Education met on February 15, 2024, and approve this item. The Agency requests an exception to PPRB OPSCR Rules and Regulations Section 3-101.04.1 Request for Applications because the public notice published in the paper did not include the contract term or the application submission deadline. OPSCR has reviewed the request and has no concerns that granting the exception would affect the competition, fairness, or transparency of the procurement as anyone who wished to apply or make an inquiry about the RFA could do so, with no limitations.

Staff Recommendation: OPSCR recommends approval of this request, contingent upon receipt of regulatory board approval.

Projected Budget for the Life of the Contract: \$410,930.33

Action: A motion was made by Mrs. Wray to approve the staff recommendation as presented. The motion was seconded by Mr. McLeod and unanimously approved by all members present.

Items VII.B.3. through VII.B.8. were presented together and voted together.

3. Requesting Agency: Boswell Regional Medical Center

Supplier: OT Solutions, LLC

Contract #: 8200055757

Term: 7/1/2021 - 6/30/2025

Total Value: \$399,360.00

Renewal

\$99,840.00

Summary of Request: The term of the original contract was three years with two optional one-year renewals. The Contractor provides occupational therapy services for Boswell Regional Center's intermediate care facility for individuals with intellectual disabilities, the Mississippi Adolescent Center, and group homes in the Magee, Brookhaven, and Wesson locations. Modification One has been submitted to exercise the first renewal; this modification updates the Method of Payment, and Entire Agreement. All other terms and conditions of the original contract remain the same.

Staff Recommendation: OPSCR recommends approval of this request.

Projected Budget for the Life of the Contract: \$499,200.00

4. Requesting Agency: Boswell Regional Medical Center

Supplier: Russell Slover MD

Contract #: 8200055773

Term: 7/1/2021 - 6/30/2025

Total Value: \$320,000.00

Renewal

\$80,000.00

Summary of Request: The term of the original contract was three years with two optional one-year renewals. The Contractor provides dental services including examinations, x-rays, cleanings, fillings, and simple extractions at the Boswell Regional Center and the Magee Group Home. Modification One has been submitted to exercise the first renewal; this modification updates the Method of Payment and Entire Agreement. All other terms and conditions of the original contract remain the same.

Staff Recommendation: OPSCR recommends approval of this request.

Projected Budget for the Life of the Contract: \$400,000.00

5. Requesting Agency: Boswell Regional Medical Center

Supplier: Actual Meds Corporation

Contract #: 8200060619

Term: 7/1/2021 - 6/30/2025

Renewal

Total Value: \$264,000.00

\$72,000.00

Summary of Request: The term of the original contract was three years with two optional one-year renewals. The Contractor will provide pharmacy services for the Boswell Regional Center's intermediate care facility for individuals with intellectual disabilities and the Bay Springs and Taylorsville group homes. Modification One has been submitted to exercise the first renewal; this modification updates the Method of Payment, and Entire Agreement. All other terms and conditions of the original contract remain the same.

Staff Recommendation: OPSCR recommends approval of this request.

Projected Budget for the Life of the Contract: \$360,000.00

6. Requesting Agency: Boswell Regional Medical Center

Supplier: Kristen Michelle Bevill

Contract #: 8200055776

Term: 7/1/2021 - 6/30/2025

Renewal

Total Value: \$ 110,000.00

\$16,000.00

Summary of Request: The term of the original contract was three years with two optional one-year renewals. The Contractor will provide psychiatric services at Boswell Regional Center, and the Magee, Brookhaven, and Wesson group homes. Addendum C has been submitted to exercise the first renewal; this renewal updates the Method of Payment, and Entire Agreement. All other terms and conditions of the original contract remain the same.

Staff Recommendation: OPSCR recommends approval of this request.

Projected Budget for the Life of the Contract: \$126,000.00

7. Requesting Agency: Boswell Regional Medical Center

Supplier: Dr. Don Dotty

Contract #: 8200055780

Term: 7/1/2021 - 6/30/2025

Renewal

Total Value: \$137,200.00

\$34,300.00

Summary of Request: The term of the original contract was three years with two optional one-year renewals. The Contractor will provide comprehensive dental services for the Brookhaven and Wesson group homes. Modification One has been submitted to exercise the first renewal; this modification updates the Method of Payment, and Entire Agreement. All other terms and conditions of the original contract remain the same.

Staff Recommendation: OPSCR recommends approval of this request.

Projected Budget for the Life of the Contract: \$171,500.00

8. Requesting Agency: Boswell Regional Medical Center

Supplier: McGuffee Drugs, Inc.

Contract #: 8200055778

Term: 7/1/2021 - 6/30/2025

Renewal

Total Value: \$127,200.00

\$31,800.00

Summary of Request: The term of the original contract was three years with two optional one-year renewals. The Contractor will provide pharmacy services at Boswell Regional Center's intermediate care facility for individuals with intellectual disabilities and group homes in Brookhaven, Wesson, and Magee. Modification One has been submitted to exercise the first renewal; this modification updates the Method of Payment, and Entire Agreement. All other terms and conditions of the original contract remain the same.

Staff Recommendation: OPSCR recommends approval of this request.

Projected Budget for the Life of the Contract: \$159,000.00

Action: A motion was made by Mr. Katool to approve the staff recommendation as presented on items VII.B.3 through VII.B.8. The motion was seconded by Mr. McLeod and unanimously approved by all members present.

9. Requesting Agency: Mississippi Department of Child Protection Services

Supplier: Evident Change

Contract #: 8200072073 (Previous Contract #: 8200067810)

Term: 04/05/2023 – 03/31/28

Total Value: \$1,410,000.00

Renewal

\$1,410,000.00

Summary of Request: The term of the original contract was one year with four optional one-year renewals. The Contractor implements evidence-based structured decision making for the Agency's intake, safety, and risk assessments and collaborates on the implementation of the Comprehensive Child Welfare Information System (CCWIS), develops curriculum and training materials, and provides ongoing support to Agency personnel. Modification One has been submitted to exercise the first renewal; and updates the Consideration, Period of Performance, Renewal of Contract, Entire Agreement, Clean Air Act, Federal Water Pollution Control Act, Byrd Anti-Lobbying, Procurement of Recovered Materials, Prohibition on Contracting for Covered Telecommunications Equipment or Services, Domestic Preference of Procurement, and Access to Records clauses. All other terms and conditions of the original contract remain the same.

Staff Recommendation: OPSCR recommends approval of this request, contingent upon receipt of the required Certificate of Insurance.

Projected Budget for the Life of the Contract: \$1,410,000.00

Action: A motion was made by Mrs. Wray to approve the staff recommendation as amended on the term 03/31/28, Total Value and Renewal amount to \$1,410,000.00. The motion was seconded by Mr. McLeod and unanimously approved by all members present.

Note: Due to a scrivener's error on the Agenda, the amount of this contract renewal was changed from \$269,000.00 and the renewal period extends through 2028.

10. Requesting Agency: Mississippi State Department of Health

Term: 03/07/2024 – 03/06/2025

Total Value: \$1,500,000.00 (Per Contract)

New

\$1,500,000.00

Summary of Request: The term of the contracts is one year with three optional one-year renewals. The Contractors will provide technical assistance with Community Development Block Grants, Hazard Mitigation Grant Program, and Pre-Disaster Mitigation following natural or man-made disasters. These contracts were awarded based on a Request for Qualifications run by Mississippi Emergency Management Agency that allowed other agencies to enter into contracts adopting the terms of MEMA's original solicitation. The contracts here were awarded to the two highest scoring respondents of MEMA's original solicitation.

a. **Supplier:** Tetra Tech, Inc.
Contract #: 8200073589

b. **Supplier:** TF Rankin & Associates, Inc.
Contract #: 8200073593

Staff Recommendation: OPSCR recommends approval of this request.

Projected Budget for the Life of the Contract (Per Contract): \$6,000,000.00

Action: A motion was made by Mr. McLeod to approve the staff recommendation as presented. The motion was seconded by Mr. Katool and unanimously approved by all members present.

11. Requesting Agency: Mississippi Department of Rehabilitation Services

Term: 03/08/2024 – 03/07/2025

Total Value: \$500,000.00 (Per Contract)

New
\$500,000.00

Summary of Request: The term of the contract is one year with four optional one-year renewals. The Contractors will provide services to create and host comprehensive training events for MDRS clients. These services include supplying Pre-Employment Transition Services (Pre-ETS) to students and schools. The Contractors were selected through a Request for Qualifications (RFQ) with ten Respondents. All Respondents were awarded a contract.

a. **Supplier:** Career Development & Training Institute, LLC
Contract #: 8200073392

b. **Supplier:** Challenge Solutions, Inc.
Contract #: 8200073394

c. **Supplier:** Goodwill Industries of Mississippi
Contract #: 8200073395

d. **Supplier:** Learning Zone, Inc.
Contract #: 8200073400

e. **Supplier:** Arc of Mississippi
Contract #: 8200073401

f. **Supplier:** Wesson-Monroe, LLC

Contract #: 8200073403

g. Supplier: Good Shepherd Community Center, Inc.
Contract #: 8200073405

h. Supplier: Mississippi State University/TK Martin Center
Contract #: 8200073406

i. Supplier: University of Southern Mississippi
Contract #: 8200073407

j. Supplier: LSI Business Development, Inc.
Contract #: 8200073417

Staff Recommendation: OPSCR recommends approval of this request.

Projected Budget for the Life of the Contract (Per Contract): \$500,000.00

Action: A motion was made by Mr. McLeod to approve the staff recommendation as presented. The motion was seconded by Mrs. Wray and unanimously approved by all members present.

12. Requesting Agency: Ellisville State School at South Mississippi Regional

Supplier: Elior, Inc.

Contract #: 8200073373

Term: 06/01/2024 – 05/31/2026

Total Value: \$1,112,104.30

New

\$1,112,104.30

Summary of Request: The term of the contract is two years with three optional one-year renewals. The Contractor will provide professional food service management. The Contractor will be responsible for preparing meals for dorm dining rooms, special events, special event catering for agency staff and special meals required by doctor's orders for those who require special meals or snacks due to allergies and weight problems. The Contractor was selected through a Request for Proposal (RFP) with two respondents. The Contractor was awarded to the highest scoring Respondent.

Staff Recommendation: OPSCR recommends approval of this request.

Projected Budget for the Life of the Contract: \$2,780,260.75

Action: A motion was made by Mr. Katool to approve the staff recommendation as presented. The motion was seconded by Mrs. Wray and unanimously approved by all members present.

13. Requesting Agency: Mississippi Department of Environmental Quality

Term: 03/06/2024 – 03/31/2027

Total Value: \$250,000.00 (Per Contract)

New

\$250,000.00

Summary of Request: The term of each contract is three years with two optional one-year renewals. The Contractors will provide MDEQ with professional services for the complete

removal and delivery of abandoned or improperly dumped waste tires from selected sites across the State of Mississippi to authorized waste tire management facilities for disposal or recycling. These Contractors were selected through a Request for Qualifications (RFQ). The Contracts were awarded to the three highest scoring respondents.

- a. **Supplier:** Delta Waste Solutions, LLC
Contract #: 8200073337
- b. **Supplier:** Four Seasons Enterprises, LLC
Contract #: 8200073338
- c. **Supplier:** Southern Tire Recycling, LLC
Contract #: 8200073339

Staff Recommendation: OPSCR recommends approval of this request, contingent upon receipt of the required Certificate of Insurance.

Projected Budget for the Life of the Contract (Per Contract): \$500,000.00

Action: A motion was made by Mr. Katool to approve the staff recommendation as presented. The motion was seconded by Mrs. Wray and unanimously approved by all members present.

VIII. Other Business

- A. Mrs. Thompson reminded Board members to file a Statement of Economic Interest with the Mississippi Ethics Commission.
- B. Mr. Russell announced the next Regular PPRB Meeting April 3, 2024 at 9:00 a.m.

IX. Adjournment

Action: A motion was made by Mr. McLeod to adjourn. The motion was seconded by Mr. Morehead and unanimously approved by all members present.

These Minutes of the Public Procurement Review Board were approved by the members on the 3rd of April 2024.

David Russell, Chair

Date