

**Personal or Professional Services Contract  
Award, Renewal, or Modification**

Executive Order 1362, signed by Governor Phil Bryant; Miss. Code Ann. §31-7-423(2);  
Sections 3-101.04.1, 3-202.16, 3-203.01(i)(2), and 3-204.05 of the PPRB OPSCR Rules and Regulations

This form may be used as the analysis required by the above referenced laws and regulations. A completed form should be made publicly available on [www.transparency.ms.gov](http://www.transparency.ms.gov) and posted on the Agency's website. It is the sole responsibility of the Agency to be compliant with the laws and regulations requiring this analysis.

Agency: \_\_\_\_\_

Contractor: \_\_\_\_\_

Contractor's Contact Person: \_\_\_\_\_

Contractor's Address: \_\_\_\_\_

Contractor's Telephone Number: \_\_\_\_\_

Contract Term: \_\_\_\_\_

Contract Amount: \_\_\_\_\_

Contract Number: \_\_\_\_\_

Services provided by the Contractor:

With regard to the above referenced contract, the Agency is:	Awarding a new contract
	Renewing the contract
	Amending the contract

Each agency awarding, renewing, or amending any professional or personal services contract must submit an analysis describing the reason(s) for that action:

**Required Analysis of  
Personal or Professional Service Contracts**

This contract was procured and awarded through:

Competitive procurement (IFB, RFP, RFQ, RFA, PVL)

Small purchase (\$75,000.00 or under)

Sole source procurement

Emergency procurement

Services offered by another State entity

Exempt pursuant to the following statute: \_\_\_\_\_

Net-of-fee contract (no expenditure of state funds, regardless of source)

Other: \_\_\_\_\_

The contract referenced herein is on file and available for public inspection in the Office of the Agency's Chief Procurement Officer, or otherwise available for public inspection at the Agency. Any person wishing to inspect the contract may request the opportunity to do so through the Agency's public records request process.

Responsible Agency Official: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_