

**PUBLIC PROCUREMENT REVIEW BOARD**

**SPECIAL MEETING**

**THURSDAY, JANUARY 03, 2013**

A special meeting of the Public Procurement Review Board was held at 10:00 a.m. in the 13<sup>th</sup> floor Conference Room of the Woolfolk State Office Building located in Jackson, Mississippi.

**PRESENT**

Mr. Kevin J. Upchurch, Chairman  
Mr. Freddie M. "Flip" Phillips, Vice Chair  
Mr. Milo J. Crabtree, Member

**OTHERS**

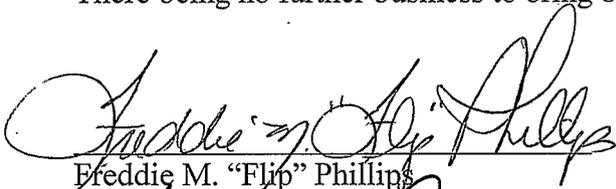
Mr. Charles R. Snowden, Deputy Executive Director, DFA  
Mr. Glenn R. Kornbrek, Director of the Bureau of Building, Grounds and Real Property Management, DFA  
Ms. Romaine Richards, Special Assistant Attorney General, DFA  
Ms. Cathy Bauer, PPRB Recorder, DFA

The Chairman called the meeting to order.

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

Mr. Glenn Kornbrek presented the following Bid Award for approval: GS# 103-267 Alexander Ctr. Renov. – PH I Jackson State University (Jackson, Mississippi) award to Coleman Hammons Co., Inc., Pearl, Mississippi, in the amount of \$6,137,000.00 (Lowest of 12 bids received). Mr. Crabtree made a motion to approve. Mr. Phillips seconded the motion and the Board voted unanimously to approve.

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

  
Freddie M. "Flip" Phillips

  
Milo J. Crabtree

  
Kevin J. Upchurch





STATE OF MISSISSIPPI  
GOVERNOR PHIL BRYANT

DEPARTMENT OF FINANCE AND ADMINISTRATION

KEVIN J. UPCHURCH  
EXECUTIVE DIRECTOR

# NOTICE

A Special Meeting of the

## **PUBLIC PROCUREMENT REVIEW BOARD**

will be held Thursday, January 3, 2013, 10:00 a.m. in the  
13th floor Conference Room  
Woolfolk State Office Building

Agenda: Approval of a Bid Award on GS# 103-267 Alexander Ctr. Renov. – PH I (GC001) and miscellaneous

**AGENDA**

**PUBLIC PROCUREMENT REVIEW BOARD**

**Special Meeting  
10:00 a.m.**

**THURSDAY, JANUARY 3, 2013**

**I. BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT**

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

- Approval of a Bid Award on GS# 103-267 Alexander Ctr. Renov. – PH I (GC001)

AGENDA

PUBLIC PROCUREMENT REVIEW BOARD

THURSDAY, JANUARY 3, 2013

BID AWARD FOR PPRB APPROVAL

GS# 103-267

Alexander Ctr. Renov. – PH I

Jackson State University

(Jackson, Mississippi)

The Bureau of Building, Grounds and Real Property Management requests approval of the following:  
Contractor: Award to Coleman Hammons Co., Inc., Pearl, Mississippi, in the amount of \$6,137,000.00  
(Lowest of 12 bids received)

Scope:

Construction through warranty phase of the renovation of the PH I in the award does not affect the outcome in selection of the low bidder.

# **PUBLIC PROCUREMENT REVIEW BOARD**

## **REGULAR MEETING**

**WEDNESDAY, JANUARY 09, 2013**

A regular meeting of the Public Procurement Review Board was held at 2:00 p.m. in the 13<sup>th</sup> floor Conference Room of the Woolfolk State Office Building located in Jackson, Mississippi.

### **PRESENT**

Mr. Kevin J. Upchurch, Chairman  
Mr. Freddie M. "Flip" Phillips, Vice Chair  
Mr. Milo Crabtree, Member

### **OTHERS**

Mr. Charles R. Snowden, Deputy Executive Director, DFA  
Mr. Lance Fulcher, Director of the Office of Purchasing, Travel and Fleet Management, DFA  
Ms. Monica Ritchie, Director of the Office of Purchasing and Travel, DFA  
Mr. Brooks Moore, Director of Real Property Management, DFA  
Ms. Aubrey Leigh Goodwin, Special Assistant Attorney General, DFA  
Ms. Melody Coulson, PPRB Recorder, DFA

### **ABSENT**

Mr. Glenn Kornbrek, Director of the Bureau of building, Grounds and Real Property Management, DFA

The Chairman called the meeting to order.

### **MINUTES**

Mr. Upchurch asked if the Minutes had been reviewed for the following meeting:

Regular Meeting, Wednesday, December 05, 2012

Mr. Upchurch called for a motion to approve the above-mentioned Minutes. Mr. Crabtree made the motion to approve, Mr. Phillips seconded and the motion carried.

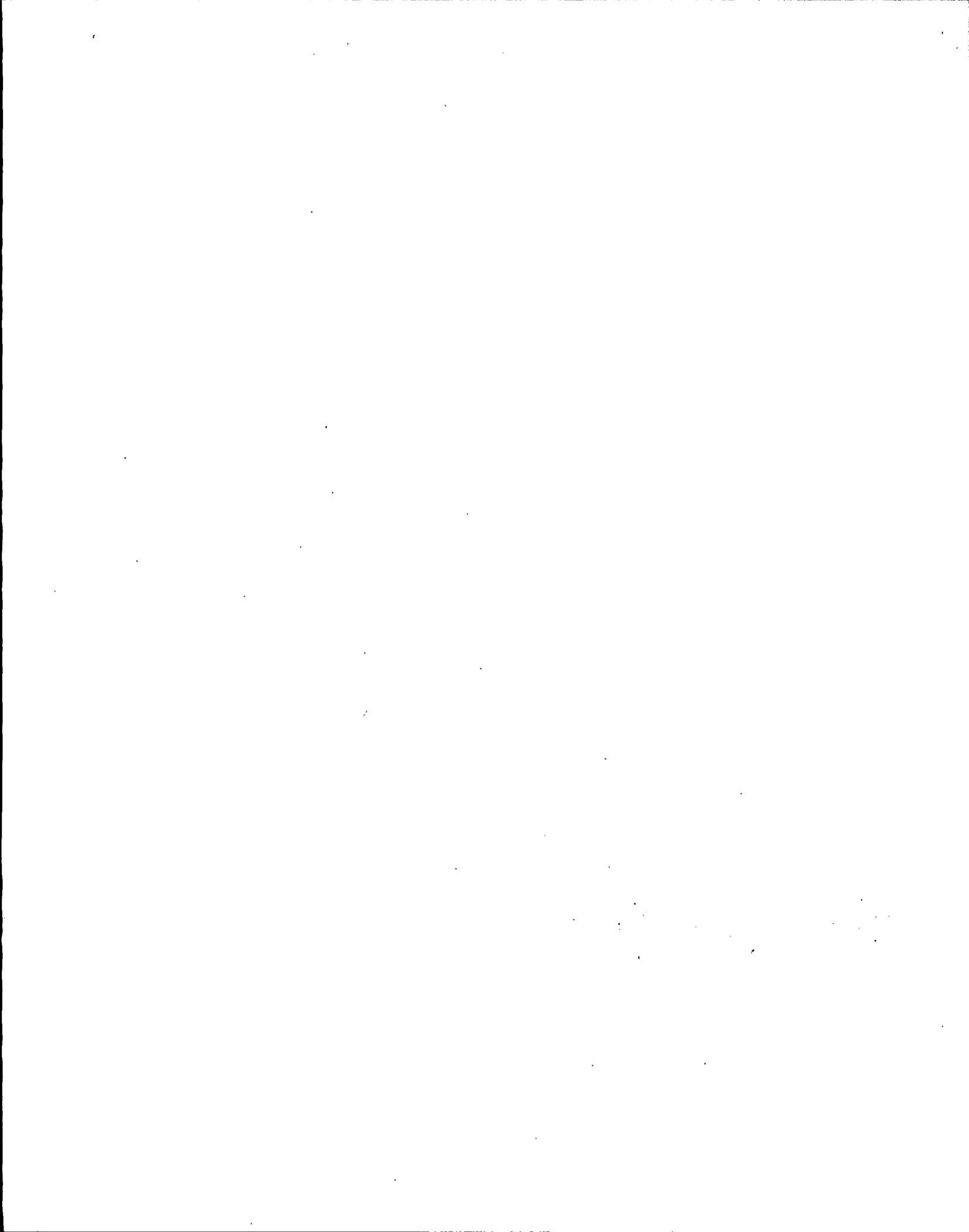
### **OFFICE OF PURCHASING, TRAVEL & FLEET MANAGEMENT (OPT)**

Ms. Ritchie presented 1 item. 1) A request on behalf of the Mississippi Department of Corrections (MDOC) for an award to Shaver Foods, LLC in the amount of \$745,442.50 for a 6 month food bid contract. MDOC is requesting approval to purchase staples/food from January 1, 2013 through June 30, 2013 from Shaver Foods. Mr. Phillips made a motion to approve. Mr. Crabtree seconded, and the Board voted unanimously to approve.

### **BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT**

#### **Leases**

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







STATE OF MISSISSIPPI  
GOVERNOR PHIL BRYANT

DEPARTMENT OF FINANCE AND ADMINISTRATION

KEVIN J. UPCHURCH  
EXECUTIVE DIRECTOR

# NOTICE

A Regular Meeting of the

## **PUBLIC PROCUREMENT REVIEW BOARD**

will be held Wednesday, January 09, 2013, 2:00 p.m. in the  
13<sup>th</sup> floor Conference Room of the  
Woolfolk State Office Building

**AGENDA**

**PUBLIC PROCUREMENT REVIEW BOARD**

**Regular Meeting**

**2:00 p.m.**

**WEDNESDAY, JANUARY 09, 2013**

**I. MINUTES FROM DECEMBER MEETING(S)**

- Approval of Minutes for the Regular Meeting, Wednesday, December 05, 2012

**II. OFFICE OF PURCHASING, TRAVEL AND FLEET MANAGEMENT**

Ms. Monica Ritchie, Director of the Office of Purchasing and Travel, requests the following:

- Approval of 1 Food Bid for MDOC

**III. BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT**

Mr. Brooks Moore, Director of Real Property Management, requests approval of the following:

- Renewal Leases with no Increase in Cost or Space (a)

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

- Approval of Changer order #2 on GS#106-239 Campus Roofing – PHI, MVSU
- Approval of Award on GS#522-049 Thompson Lab - PHII
- Ratification of Construction, F&E, and ITS awards

**IV. NEXT MEETING DATE**

Regular Meeting, Wednesday, February 06, 2013

**OFFICE OF PURCHASING AND TRAVEL  
PUBLIC PROCUREMENT REVIEW BOARD  
MEETING AGENDA  
January 9, 2013**

- 1. REQUESTING AGENCY: MS Department of Corrections  
CONTRACTOR: Shaver Foods, LLC  
AMOUNT OF CONTRACT: \$745,442.50  
TERM OF CONTRACT: 6 month food bid contract  
SCOPE OF CONTRACT: PURCHASE METHOD (PROPOSALS, SINGLE SOURCE,  
ETC): Competitive bid, low bidder accepted**

**COMMENTS: MDOC is requesting approval to purchase staples/food from January 1, 2013 through June 30, 2013 from Shaver Foods. The total award to this vendor was for \$745,442.50.**

**COMPLIANCE WITH PROCEDURES (YES, NO): yes  
If no, explanation:**

**ADDITIONAL COMMENTS IF NEEDED: Based on the information submitted by the Agency, all requirements have been met and we ask for the Board's approval contingent upon the issuance of a purchase order or an award letter by the agency.**

PUBLIC PROCUREMENT REVIEW BOARD

January 9, 2013

LEASES

850-000

The Division of Real Property Management requests concurrence and approval of the following:

**(a) RENEWAL LEASES WITH NO INCREASE IN COST OR SPACE:**

Agency	Location	Eff. Date	Type* Space	Previous Sq. Ft.	Proposed Sq. Ft.	Previous** \$/Sq. Ft.	Proposed** \$/Sq. Ft.	Esc	%Fed Fund	\$/Year	Lease #
Emp Sec	326 Sharkey Clarksdale	02/01/13 01/31/15	O	8,306	8,306	8.00+J	7.20 inc	N	100	59,804 rounded	2601412015A00062
Emp Sec	1111 Hwy 98 Columbia	02/01/13 07/31/13	O	2,850	2,850	6.50+UJ	6.50+UJ	N	100	18,525	2604612013A00430
Health	809 Main Leakesville	01/01/13 12/31/15	O/WH	3,000	3,000	6.50+UJ	6.50+UJ	N	100	19,500	3902112015A07274
Health	10221 Hwy 603 Bay St Louis	01/01/13 12/31/15	O/WH	4,800	4,800	8.50+UJ	8.50+UJ	N	100	40,800	3902312015B07214
Health	1222 Hillcrest Laurel	01/01/13 12/31/15	O/WH	7,648	7,648	5.42+UJ rounded	5.42+UJ rounded	N	100	41,452	3903422015A01545
Health	300 Rawls McComb	01/01/13 12/31/13	C	4,689	4,689	16.59 inc rounded	16.59 inc rounded	N	100	77,751 rounded	3905722013D07284
Health	260 Walnut Rolling Fork	01/01/13 12/31/15	O/WH	3,000	3,000	5.48+UJ rounded	4.00+UJ rounded	N	100	12,000	3906312015A01408
Rehab Services	615 Pegram Tupelo	02/01/13 01/31/16	O	9,092	3,062	6.00 inc	8.75 inc rounded	N	80	26,790	7254122016A01112
Rehab Services	203 S Market Charleston	02/01/13 01/31/16	O	1,460	1,460	5.96+UJ rounded	5.96+UJ rounded	N	80	8,700	7256812016B01463

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

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**AGENDA**

**PUBLIC PROCUREMENT REVIEW BOARD**

**WEDNESDAY, JANUARY 09, 2013**

**CHANGE ORDER FOR PPRB APPROVAL**

**GS# 106-239**

**Campus Roofing – PH I**

**Mississippi Valley State University**

**(Itta Bena, Mississippi)**

**CHANGE ORDER #2**

Contractor: Copper Top Sheet Metal, Inc.

Original Contract Sum/Days	\$371,600.00	120 Days
Net Change by previous change orders	\$55,809.14	34 Days
Contract Sum Prior to this change order	\$427,409.14	154 Days
Amount/Days for this Change Order	+\$289,528.97	+75 Days
Net Contract Sum/Days (Including this Change Order)	\$716,938.11	229 Days

Reason for Change Order:

- 1.) Add Alternate #1 Reroof of Lucile Petry Leone Building.
- 2) Add Alternate #3 Install new wall and soffit panels on Lucile Petry Building.

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

**AGENDA**

**PUBLIC PROCUREMENT REVIEW BOARD**

**WEDNESDAY, JANUARY 9, 2012**

**AWARD FOR PPRB APPROVAL**

**GS# 522-049**

**Thompson Lab – PH II**

**State Department of Health**

**(Jackson, Mississippi)**

The Bureau of Building, Grounds, and Real Property Management request approval for the following:

Proposal from White-Spinner Construction, Inc dated December 21, 2012 as a sole source procurement for work at the Thompson Health Lab located in Jackson, Mississippi.

The scope of the proposal is based on Plans and specifications dated November 26, 2012 as issued by MJR/ Senter PC, and furthermore recommended for award by MRF/ Senter PC for a total turnkey price of \$1,052,235.00

## AGENDA

### PUBLIC PROCUREMENT REVIEW BOARD

WEDNESDAY, JANUARY 04, 2012

#### **Ratification 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 requests ratification of 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 December 1, 2012 through December 31, 2012.

#### **Construction Awards under \$5,000,000.00**

1. **GS# 102-251** Cassity Hall Renovation – Delta State University (GC001) — Award to D. Carroll Construction, LLC, Oxford, Mississippi, in the amount of \$787,200.00 (Lowest of 7 bids received)
2. **GS# 104-179** Campus Roofing – PH I – Mississippi University for Women (GC002) — Award to Graham Roofing Incorporated, West Point, Mississippi, in the amount of \$642,396.00 (Lowest of 8 bids received)
3. **GS# 322-032** Youthful Offender Unit(EMER) – Central Mississippi Correctional Facility (GC001) — Award to Copeland & Johns, Inc., Jackson, Mississippi, in the amount of \$2,237,000.00 (Lowest of 2 quotes received)
4. **GS# 356-044** Mechanical Modifications (EMER) – Governors Mansion – (Office of Capitol Facilities) (Department of Finance and Administration)(GC001) — Award to McLain Plumbing & Electrical Service, Inc., Philadelphia, Mississippi, in the amount of \$2,295,200.00 (Lowest of 2 quotes received)
5. **GS# 356-048** Mansion Improvements – PH II – Governors Mansion – (Office of Capitol Facilities) (Department of Finance and Administration) (OC003) — Award to Guaranteed Roofing Company, Inc., Pearl, Mississippi, in the amount of \$20,000.00 (Lowest of 2 quotes received)

#### **ITS Awards**

1. **GS# 109-208** Fire Alarm Upgrades – University Medical Center (SC001) – Award to James Self, Inc., Pearl, Mississippi, in the amount of \$11,572.00 (CP-1 20130232)
2. **GS# 109-210** School of Medicine – University Medical Center (SC001) – Award to James Self, Inc., Pearl, Mississippi, in the amount of \$1,560.00 (CP-1 20130230)

PUBLIC PROCUREMENT REVIEW BOARD

HANDOUT

January 9, 2013

LEASES

850-000

The Division of Real Property Management requests concurrence and approval of the following:

**(a) OTHER:**

<u>Agency</u>	<u>Location</u>	<u>Eff. Date</u>	<u>Type* Space</u>	<u>Previous Sq. Ft.</u>	<u>Proposed Sq. Ft.</u>	<u>Previous** \$/Sq. Ft.</u>	<u>Proposed** \$/Sq. Ft.</u>	<u>%Fed Esc Fund</u>	<u>\$/Year</u>	<u>Lease #</u>
Physical Therapy	840 E River Pl Jackson	01/01/13 12/31/15	O		2,100		12.50 inc	TIUJ 0	26,250	6572512015A07395

This request from the Mississippi State Board of Physical Therapy was approved by the PPRB on November 7, 2012. The original start date of the lease was inadvertently listed as January 31, 2013 instead of January 1, 2013. The Board of Physical Therapy requests amending the start date of the lease from January 31, 2013 to January 1, 2013.

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

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# PUBLIC PROCUREMENT REVIEW BOARD

## SPECIAL MEETING

THURSDAY, JANUARY 24, 2013

A special meeting of the Public Procurement Review Board was held at 10:30 a.m. in the 13<sup>th</sup> floor Conference Room of the Woolfolk State Office Building located in Jackson, Mississippi.

### PRESENT

Mr. Kevin J. Upchurch, Chairman  
Mr. Freddie M. "Flip" Phillips, Vice Chair  
Mr. Milo J. Crabtree, Member

### OTHERS

Ms. Aubrey Leigh Goodwin, Special Assistant Attorney General, DFA  
Ms. Romaine Richards, Special Assistant Attorney General, DFA  
Mr. Brooks Moore, Director of Real Property Management, DFA  
Ms. Monica Ritchie, Director of Purchasing and Travel, DFA  
Mr. Lance Fulcher, Director of Purchasing, Travel and Fleet Management, DFA  
Ms. Melody Coulson, PPRB Recorder, DFA

### GUESTS

Ms. Renea Haycraft, Mississippi Secretary of State's Office  
Mr. Justin Fitch, Mississippi Secretary of State's Office  
Ms. Lea Anne Brandon, Mississippi Secretary of State's Office  
Mr. Marty Travis, RR Donnelley  
Mr. Benny Rose, RR Donnelley

The Chairman called the meeting to order.

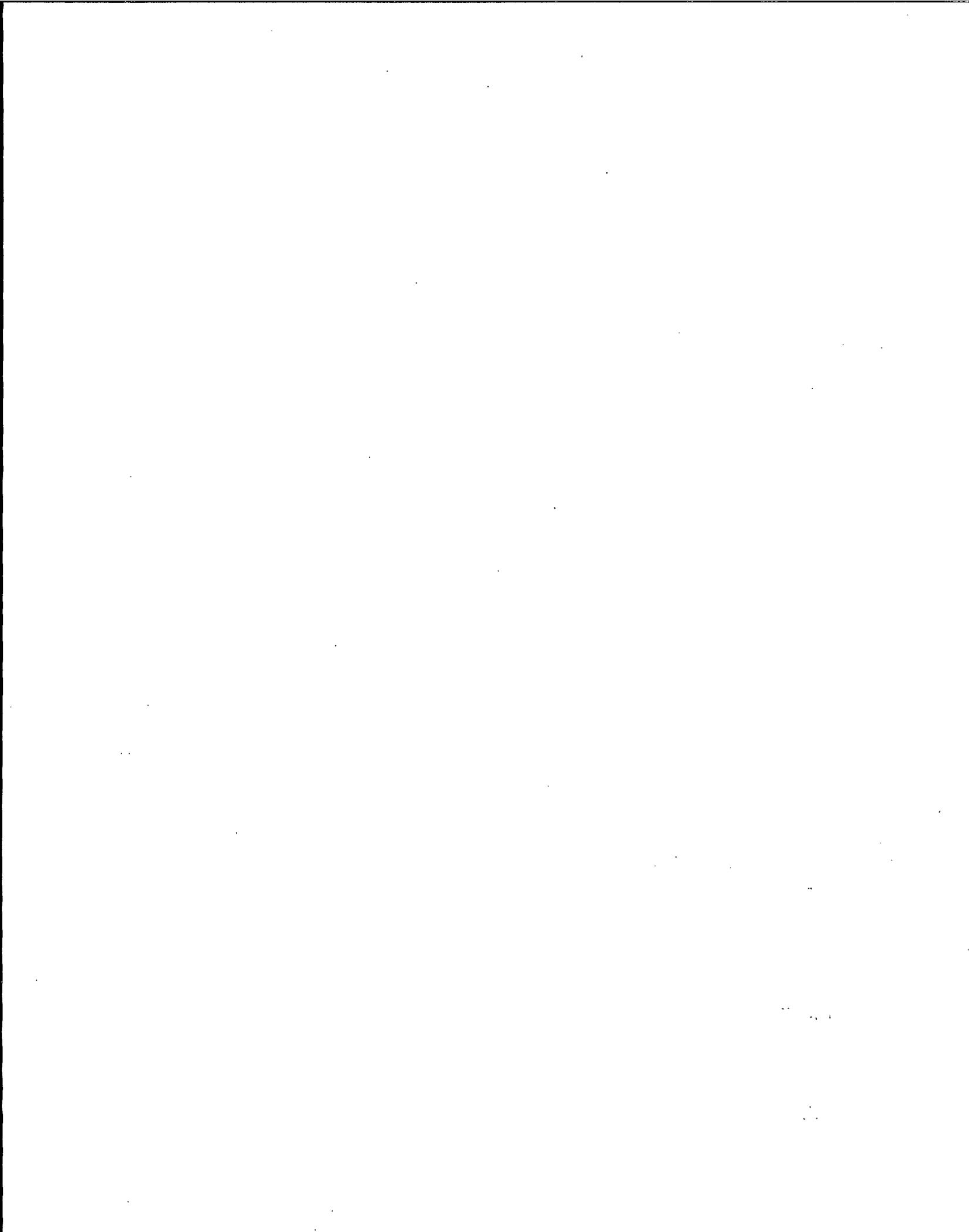
### APPEAL HEARING

The Chairman stated that the first purpose of the Special Meeting was to consider an appeal filed by Mr. Marty Travis on behalf of RR Donnelley. Mr. Travis appealed the denial of his protest made to the Mississippi Secretary of State's Office (MSOS) regarding the award made to Hederman Brothers for the printing of the Mississippi Official and Statistical Register. Both parties were asked to present before the Board. Each party was given up to 20 minutes to present to the Board.

Mr. Travis presented first on behalf of RR Donnelley. RR Donnelley argued that the MSOS awarded the contract based on factors which were not contained in the Invitation for Bids (IFB), namely the evaluation of samples RR Donnelley provided to the MSOS after the bid opening.

Mr. Justin Fitch presented on behalf of the MSOS. The MSOS argued that the additional evaluation of samples was done in an effort to determine the responsibility of the vendor, specifically whether RR Donnelley could produce the quality of product that the MSOS was seeking.

The members asked a few clarifying questions of each party. After questions, the guests were excused. The Chairman called for a recess.



Special PPRB January 24, 2012

<u>Name</u>	<u>Organization</u>
1. Aubrey Leigh Goodwin	AG / DFA
2. Freddie M. "Flip" Phillips	DFA
3. Kevin J. Upchurch	DFA
4. Milo J. Crabtree	DFA
5. Renea Haycraft	MSOS
6. Justin Pickett	MSOS
7. DeAnne Brandon	MSOS
8. Nancy Trani	RRD
9. Monica Ritchie	OPTFM
10. Lame Giller	OPTFM
11. Brooks Moore	DFA / B&B
12. Benny Rose	RRD
13. Rommie Riddle	AG / DFA
14. Melody Coulson	DFA



STATE OF MISSISSIPPI  
GOVERNOR PHIL BRYANT

DEPARTMENT OF FINANCE AND ADMINISTRATION

KEVIN J. UPCHURCH  
EXECUTIVE DIRECTOR

# NOTICE

A Special Meeting of the

## PUBLIC PROCUREMENT REVIEW BOARD

will be held Thursday, January 24, 2013, 10:30 a.m. in the  
13th floor Conference Room  
Woolfolk State Office Building

Agenda: Protest Hearing, MDWFP Farmland Leases, Hudspeth Regional Center Lease and Miscellaneous

**AGENDA**

**PUBLIC PROCUREMENT REVIEW BOARD**

**Special Meeting  
10:30 a.m.**

**THURSDAY, JANUARY 24, 2013**

**I. PROTEST HEARING**

- RR Donnelley's Appeal of Protest Denial

**II. BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT**

Mr. Brooks Moore, Director of Real Property Management, requests the following:

- Approval of MDWFP Farmland
- Approval of a Lease for Hudspeth Regional Center

PUBLIC PROCUREMENT REVIEW BOARD

SPECIAL MEETING

January 24, 2013

LEASES

850-000

The Division of Real Property Management requests concurrence and approval of the following:

**(a) WILDLIFE FARMLAND:**

Request from the Department of Wildlife, Fisheries and Parks dated January 11, 2013, to award the following New Lease for one (1) year, with two (2) optional renewal terms of one (1) year each, under the same terms and conditions. Bids were opened on January 9, 2013 at 3:00 p.m. Five (5) sealed bids were received on the following tracts of land, with the request below being the highest bidder. A check for the full rent was delivered with the bid and was provided to Wildlife, Fisheries and Parks for the year 2013.

Hell Creek Wildlife Management Area (Farm# 558)  
Tippah / Union Counties  
Acreage: 1,006

Lessee: Michael Young Farms  
Bid Amount: \$106,193.36 per year

**(b) OTHER:**

<u>Agency</u>	<u>Location</u>	<u>Eff. Date</u>	<u>Type* Space</u>	<u>Previous Sq. Ft.</u>	<u>Proposed Sq. Ft.</u>	<u>Previous** \$/Sq. Ft.</u>	<u>Proposed** \$/Sq. Ft.</u>	<u>%Fed Esc Fund</u>	<u>\$/Year</u>	<u>Lease #</u>
HRC	14066 Hwy 16 DeKalb	02/01/13 10/31/16	WS	6,000	6,000	2.98+UJ	3.08+UJ rounded	N 0	18,440	5403512016A00960

This request from Hudspeth Regional Center includes an increase in the cost per square foot for tenant build-out of the leased space for electrical upgrades to the facility. Build-out will include installation of wiring and an air compressor for die-cut machines and wrapping machines.

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
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# PUBLIC PROCUREMENT REVIEW BOARD

## REGULAR MEETING

WEDNESDAY, FEBRUARY 06, 2013

A regular meeting of the Public Procurement Review Board was held at 2:00 p.m. in the 13<sup>th</sup> floor Conference Room of the Woolfolk State Office Building located in Jackson, Mississippi.

### PRESENT

Mr. Kevin J. Upchurch, Chairman  
Mr. Freddie M. "Flip" Phillips, Vice Chair

### OTHERS

Mr. Lance Fulcher, Director of the Office of Purchasing, Travel and Fleet Management, DFA  
Ms. Monica Ritchie, Director of the Office of Purchasing and Travel, DFA  
Mr. Glenn Kornbrek, Director of the Bureau of building, Grounds and Real Property Management, DFA  
Mr. Brooks Moore, Director of Real Property Management, DFA  
Ms. Aubrey Leigh Goodwin, Special Assistant Attorney General, DFA  
Ms. Melody Coulson, PPRB Recorder, DFA

### ABSENT

Mr. Milo Crabtree, Member

The Chairman called the meeting to order.

### MINUTES

Mr. Upchurch asked if the Minutes had been reviewed for the following meeting:

Special Meeting, Wednesday, January 03, 2013  
Regular Meeting, Wednesday, January 09, 2013

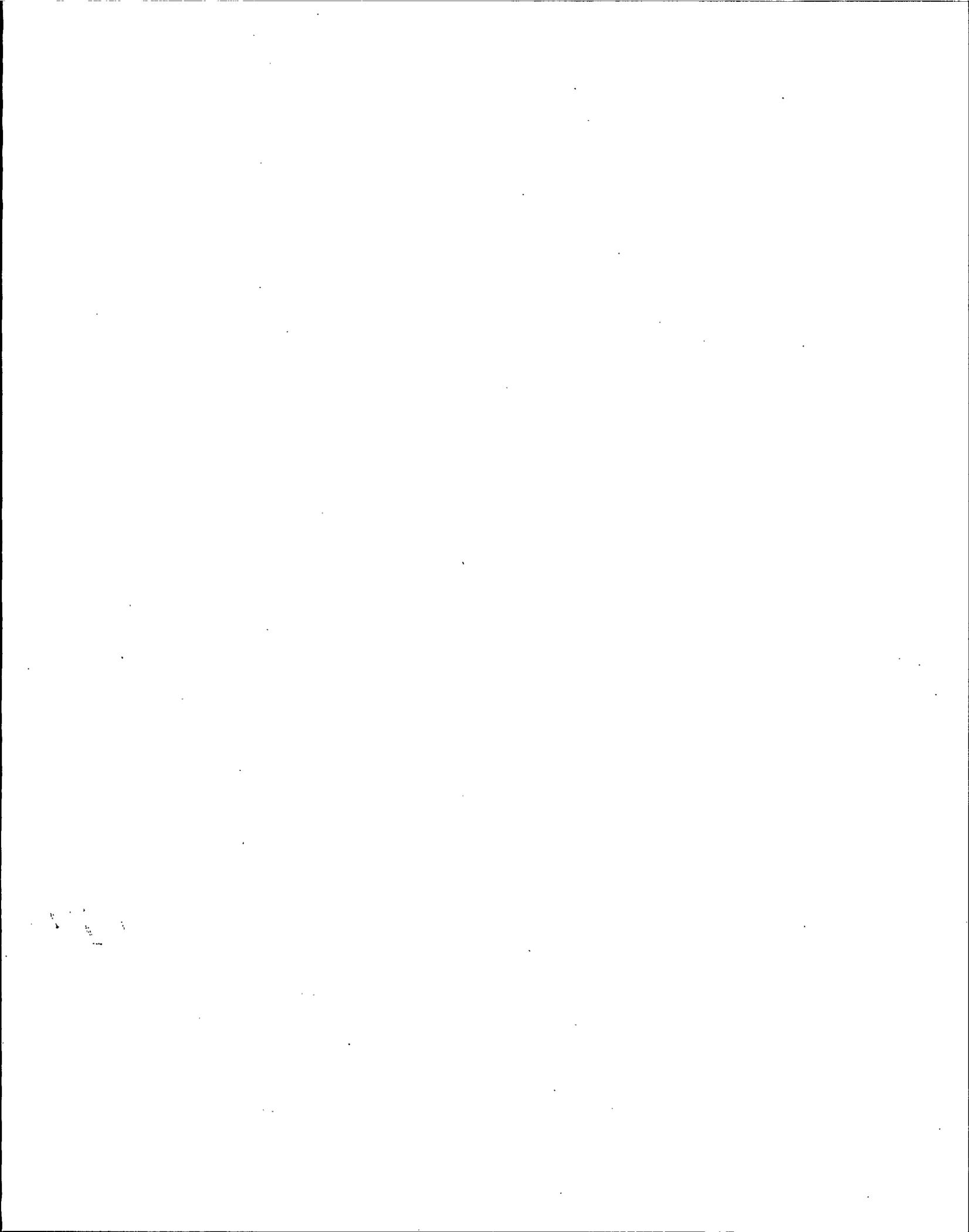
Mr. Upchurch called for a motion to approve the above-mentioned Minutes. Mr. Phillips made the motion to approve, Mr. Upchurch seconded and the motion carried.

### OFFICE OF PURCHASING, TRAVEL & FLEET MANAGEMENT (OPTFM)

Ms. Ritchie presented 3 items.

1) UMC is requested approval for a sole source lease of lab and scientific equipment and supplies (reagents and consumables) be awarded to Roche Diagnostics Corporation for est. \$1,254,068.25 over a period of 60 months. This product (Roche 4800) is the only one that can provide differentiation of HPV genotypes 16 and 18. It is also the only product that can run all three STD tests (Chlamydia, Gonorrhea, HPV) with minimal and extraction time and less hands on time. Mr. Philips made a motion to approve. Mr. Upchurch seconded, and the Board voted unanimously to approve.

2) MS Department of Transportation is requesting approval for a bid award for an agency contract for the purchase of Tractors to Southern Tractor and Canton Farm Equipment in the amount of \$999,999.00 for 12 months (through December 31, 2013) for Tractors with front facing controls. Per MDOT, their first purchase will exceed \$500,000. Not purchasing from the State contract because the tractor on contract is not sufficient to meet their needs. The hydraulic controls are located behind the seat of the tractor and they need them in front



## AGENDA

### PUBLIC PROCUREMENT REVIEW BOARD Regular Meeting 2:00 p.m.

WEDNESDAY, FEBRUARY 06, 2013

#### I. MINUTES FROM JANUARY MEETING(S)

- Approval of Minutes for the Special Meeting, Wednesday, January 03, 2013
- Approval of Minutes for the Regular Meeting, Wednesday, January 09, 2013

#### II. OFFICE OF PURCHASING, TRAVEL AND FLEET MANAGEMENT

Ms. Monica Ritchie, Director of the Office of Purchasing and Travel, requests the following:

- Approval of a Sole Source Lease for UMC
- Approval of a Contract for MDOT
- Approval of a Bid for MS Dept of Health

#### III. BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT

Mr. Brooks Moore, Director of Real Property Management, requests approval of the following:

- Renewal Leases with no Increase in Cost or Space (a)
- New Leases (b)
- Parchman Farmland (c)

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

- Approval of Professional Appointment
- Ratification of Construction, F&E, and ITS awards

#### IV. NEXT MEETING DATE

Regular Meeting, Wednesday, March 06, 2013

**OFFICE OF PURCHASING AND TRAVEL  
PUBLIC PROCUREMENT REVIEW BOARD  
MEETING AGENDA**

**February 6, 2013**

- 1. REQUESTING AGENCY: University of MS Medical Center**  
**CONTRACTOR: Roche Diagnostics Corporation**  
**AMOUNT OF CONTRACT: est. \$1,254,068.25 over a period of 60 months**  
**TERM OF CONTRACT: 60 months**  
**SCOPE OF CONTRACT: Lab and scientific equipment and supplies**  
**PURCHASE METHOD (PROPOSALS, SINGLE SOURCE, ETC): sole source**

**COMMENTS (Low bid, high point total, unique features): UMC is requesting approval for a sole source lease of lab and scientific equipment and supplies (reagents and consumables). This product (Roche 4800) is the only one that can provide differentiation of HPV genotypes 16 and 18. It is also the only product that can run all three STD tests (chlamydia, gonorrhea, HPV) with minimal and extraction time and less hands on time.**

**COMPLIANCE WITH PROCEDURES (YES, NO): Yes**

**ADDITIONAL COMMENTS IF NEEDED: Based on the information submitted by the Agency, all requirements have been met and we ask for the Board's approval.**

- 2. REQUESTING AGENCY: MS Department of Transportation**  
**CONTRACTOR: Southern Tractor & Canton Farm Equipment**  
**AMOUNT OF CONTRACT: \$999,999.00**  
**TERM OF CONTRACT: 12 months (through December 31, 2013)**  
**SCOPE OF CONTRACT: Tractors with front facing controls**  
**PURCHASE METHOD: Competitive bid, awarded to multiple vendors**

**COMMENTS: Bid solicitation for an Agency Contract for the purchase of tractors. Per MDOT, their first purchase will exceed \$500,000. Not purchasing from the State contract because the tractor on contract is not sufficient to meet their needs. The hydraulic controls are located behind the seat of the tractor and they need them in front so there is not an unsafe condition for the Operator.**

**COMPLIANCE WITH PROCEDURES (YES, NO): yes**

**ADDITIONAL COMMENTS IF NEEDED: Based on the information submitted by the Agency, all requirements have been met and we ask for the Board's approval.**

**3. REQUESTING AGENCY: MS Department of Health**  
**CONTRACTOR: Sunrise Fresh Produce**  
**AMOUNT OF CONTRACT: \$1,281,705.00**  
**TERM OF CONTRACT: 6 months (through August 31, 2013)**  
**SCOPE OF CONTRACT: Fruits & Vegetables for WIC**  
**PURCHASE METHOD: Competitive bid**

**COMMENTS: The MS Dept. of Health is requesting approval to purchase fresh fruits and vegetables from Sunrise Fresh Produce in the amount of \$1,281,705. They advertised and received three bids and are requesting permission to purchase from the low bidder.**

**COMPLIANCE WITH PROCEDURES (YES, NO): yes**

**ADDITIONAL COMMENTS IF NEEDED: Based on the information submitted by the Agency, all requirements have been met and we ask for the Board's approval.**

PUBLIC PROCUREMENT REVIEW BOARD

REGULAR MEETING

February 6, 2013

LEASES

850-000

The Division of Real Property Management requests concurrence and approval of the following:

**(a) RENEWAL LEASES WITH NO INCREASE IN COST OR SPACE:**

<u>Agency</u>	<u>Location</u>	<u>Eff. Date</u>	<u>Type* Space</u>	<u>Previous Sq. Ft.</u>	<u>Proposed Sq. Ft.</u>	<u>Previous** \$/Sq. Ft.</u>	<u>Proposed** \$/Sq. Ft.</u>	<u>%Fed Esc Fund</u>	<u>\$/Year</u>	<u>Lease #</u>
Health	47 Deep South Purvis	02/01/13 01/31/16	O/WH	2,300	2,300	4.11+UJ rounded	4.11+UJ rounded	N 100	9,450	3903722016A01049
Health	110 Crosspark Pearl	02/01/13 01/31/16	O/WH	7,400	7,400	10.06+UJ rounded	10.06+UJ rounded	N 100	74,400	3906122016A01781
DFA	304 S State Jackson	02/20/13 01/19/14 mo to mo	S	294	294	8.98 inc rounded	8.98 inc rounded	N 0	2,640 2,420	3252512014A01654 (11 Months)

**(b) NEW LEASES:**

The following two (2) requests from the Mississippi State Department of Health include waiving advertisement and are presented as New Leases due to the start dates. Both leases lapsed prior to Health exercising Section 19 of the Lease Agreement, which would have extended the leases for an additional ninety (90) days. Therefore, Health requests to continue leasing at this location as a New Lease.

<u>Agency</u>	<u>Location</u>	<u>Eff. Date</u>	<u>Type* Space</u>	<u>Previous Sq. Ft.</u>	<u>Proposed Sq. Ft.</u>	<u>Previous** \$/Sq. Ft.</u>	<u>Proposed** \$/Sq. Ft.</u>	<u>%Fed Esc Fund</u>	<u>\$/Year</u>	<u>Lease #</u>
Health	Chestnut St Marks	01/01/13 03/31/13	O/WH		4,000		4.92+UJ	N 100	19,680	3906012013A01763
Health	Phillips St Grenada	01/01/13 03/31/13	O/WH		4,000		6.30+UJ	N 100	25,200	3902212013A01818

(c) **PARCHMAN FARMLAND:**

Request from the Lessees listed below to assign/sub-lease the tracts listed below for the 2013 Crop Year. Any Sub-lease/Assignment is for...*an amount not to exceed the lease obligation to the State of Mississippi...*All terms and conditions, including the yearly rental amount, will remain the same as in the original Lease between the Lessee and the State of Mississippi. The Lessee and Sub-Lessee will both be responsible for the tract(s) until expiration of the lease term. Should the PPRB decide not to approve the Assignment/Sub-Lease, the Lessee will retain the tract(s) completely.

**Sunflower County**

<u>Tract # (all or part)</u>	<u>Lessee</u>	<u>Assignee</u>	<u>Year</u>	<u>Amount</u>
15 (fields 1,2,3,4,8,9,10)	John W. Seely	T.C. Farms, LLC	2013	\$7,100.00
27	Flat Grassy Farms	T.C. Farms, LLC	2013	\$18,926.10
7, 19, 25, 37	Flat Grassy Farms	T.C. Farms, LLC	2013	\$69,303.70

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, FEBRUARY 6, 2013

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 the Using Agency. (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.)

1. GS# 209-051  
Title: New Dormitory  
Institution/Agency: Meridian Community College  
Location: Meridian, Mississippi  
Project Budget: \$3,600,000.00  
Funding Sources: House Bill 1722, Laws of 2009  
House Bill 1701, Laws of 2010  
Senate Bill 3100, Laws of 2011  
Professional Fee: C (estimated fees \$208,068.00)  
Professional: Archer Architecture, PLLC

Project Scope: Planning and construction of a new 60-bed dormitory at the Meridian campus of Meridian Community College. Facility shall be designed as a 40 to 50 year building with the college's total life cycle costs in mind.

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.

2. GS# 518-014  
Title: RPM-Lease RFP – Professional Services  
Institution/Agency: Department of Revenue  
Location: Jackson, Mississippi  
Project Budget: \$228,064.25 (not to exceed fee)  
Funding Sources: House Bill 2010, Laws of 2004  
Professional Fee: Special Proposal Fee (\$228,064.25)  
Professional: Allred Architectural Group, P.A.  
Scope:

### ~~A. GENERAL~~ Project Scope

Proposals shall be of an all-inclusive nature. All items listed in the scope of work must be addressed. For the Services to be conducted as part of this Request for Proposals, all payments for services are to be borne by the State of Mississippi. The Contractor will perform work on up to three (3) properties.

## **B. ASSESSMENTS**

Full building assessments for up to three (3) proposed commercial properties, each property being roughly 175,000 square feet. Full assessment should include:

- 1) Building Assessment:
  - a. Building structure
  - b. Roof
  - c. Mechanical System
  - d. Electrical System and Wiring
  - e. Plumbing
  - f. Parking structure or lot
  - g. ADA compliance
  
- 2) Environmental Assessment
  - a. Asbestos
  - b. Lead Paint
  - c. Mold

## **C. TEST FITS**

Full review of test fits as performed by selected Professionals for up to three (3) properties, each property being roughly 175,000 square feet. Review of Test Fits should include:

- 1) Location and space, per division, of the Mississippi Department of Revenue
- 2) Location and space of the Print Shop/Warehouse
- 3) Functionality of the space per division, of the Mississippi Department of Revenue
- 4) Alternative location and spacing fits

## AGENDA

### PUBLIC PROCUREMENT REVIEW BOARD

WEDNESDAY, FEBRUARY 06, 2013

#### **Ratification 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 requests ratification of the following awards, for the record, which fall under \$5,000,000.00 for construction and under \$2,000,000.00 for F&E, contingent upon the execution of completed contracts. These awards are for January 1, 2013 through January 31, 2013.

#### **Construction Awards under \$5,000,000.00**

1. **GS# 108-264** Energy Reduction Retrofits (GC001) — Award to Johnson Controls, Inc., Milwaukee, Wisconsin, in the amount of \$1,109,197.46 (Lowest of 2 bids received)
2. **GS# 204-069** Campus Roofing – PH I – East Mississippi Community College (GC001) — Award to Norman Enterprises, Inc., Meridian, Mississippi, in the amount of \$396,000.00 (Lowest of 10 bids received)
3. **GS# 206-070** HVAC Renovations – Holmes Community College (GC001) — Award to Tri-State Mechanical Contractors, Inc., Batesville, Mississippi, in the amount of \$433,000.00 (Lowest of 8 bids received)
4. **GS# 213-045** Mechanical Technology Building – North Mississippi Community College (GC001) — Award to Panola Construction Co., Inc., Batesville, Mississippi, in the amount of \$4,274,100.00 (Lowest of 9 bids received)
5. **GS# 332-041** Perimeter Fencing – Law Enforcement Officers Training Academy (Department of Public Safety) (GC001) — Award to Calhoun Fence, Inc., Richland, Mississippi, in the amount of \$201,600.00 (Lowest responsive of 6 bids received) (Hamp's Construction LLC provided the lowest priced proposal but were found 'non-responsive' because they did not provide the LA Bid Preference Law with their proposal.)
6. **GS#411-112** Re-Roof Admin Building – East Mississippi State Hospital (GC001) – Award to E Cornell Malone Corporation, Jackson, Mississippi, in the amount of \$623,700.00 (Second Lowest of 6 bids received) (Low bidder withdrew due to error with concurrence from BoB.)

## Furniture & Equipment Awards under \$2,000,000.00

1. GS# 358-037 House Office Renovations –New Capitol Building (Office of Capitol Facilities) (Department of Finance and Administration) (FE031) — Award to Gil Ford Photography, Inc., Jackson, Mississippi, in the amount of \$1,825.00 (Lowest of 10 bids received)
2. GS# 601-123 F&E State Parks – Department of Wildlife, Fisheries and Parks (FE007) – Award to Mity-Lite, Orem, Utah, in the amount of \$5,249.44 (State Contract #5-420-23689))
3. GS# 601-123 F&E State Parks – Department of Wildlife, Fisheries and Parks (FE008) – Award to Business Interiors, Inc., Ridgeland, Mississippi, in the amount of \$40,717.05 (State Contract #5-420-21385; 5-420-05917; 5-420-21212)

## ITS Awards

1. GS# 108-235 College Hall Renovation – University of Southern Mississippi (SC002) – Award to Maze LLC, Brandon, Mississippi, in the amount of \$9,701.25 (CP-1 20130276)
2. GS# 527-014 Visualization Project – Information Technology Services (SC031) – Award to Infinite Group, Inc., Pittsford, New York, in the amount of \$9,000.00 (CP-1 20130244)
3. GS# 550-008 DMR Pass Christian Project – Department of Marine Resources (SC031) – Award to Academic Technologies, Inc., Ridgeland, Mississippi, in the amount of \$1,590.00 (CP-1 20130234)





STATE OF MISSISSIPPI  
GOVERNOR PHIL BRYANT

DEPARTMENT OF FINANCE AND ADMINISTRATION

KEVIN J. UPCHURCH  
EXECUTIVE DIRECTOR

# NOTICE

A Regular Meeting of the

## **PUBLIC PROCUREMENT REVIEW BOARD**

will be held Wednesday, February 06, 2013, 2:00 p.m. in the  
13<sup>th</sup> floor Conference Room of the  
Woolfolk State Office Building

AGENDA

PUBLIC PROCUREMENT REVIEW BOARD

WEDNESDAY, FEBRUARY 6, 2013

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 the Using Agency. (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.)

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- Institution/Agency: Meridian Community College
- Location: Meridian, Mississippi
- Project Budget: \$3,600,000.00
- Funding Sources: House Bill 1722, Laws of 2009  
House Bill 1701, Laws of 2010  
Senate Bill 3100, Laws of 2011
- Professional Fee: C (estimated fees \$208,068.00)
- Professional: Archer Architecture, PLLC

duplicate - Professional was approved by PPRB at November 2012 meeting.

*was not realized until 2/8/13 MSC*

Project Scope: Planning and construction of a new 60-bed dormitory at the Meridian campus of Meridian Community College. Facility shall be designed as a 40 to 50 year building with the college's total life cycle costs in mind.

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.

- 2. GS# 518-014
- Title: RPM-Lease RFP – Professional Services
- Institution/Agency: Department of Revenue
- Location: Jackson, Mississippi
- Project Budget: \$228,064.25 (not to exceed fee)
- Funding Sources: House Bill 2010, Laws of 2004
- Professional Fee: Special Proposal Fee (\$228,064.25)
- Professional: Allred Architectural Group, P.A.
- Scope:

A. GENERAL Proposals shall be of an all-inclusive nature. All items listed in the scope of work must be addressed. For the Services to be conducted as part of this Request for Proposals, all payments for services are to be borne by the State of Mississippi. The Contractor will perform work on up to three (3) properties.

**B. ASSESSMENTS** Full building assessments for up to three (3) proposed commercial properties, each property being roughly 175,000 square feet. Full assessment should include:

- 1) Building Assessment:
  - a. Building structure
  - b. Roof
  - c. Mechanical System
  - d. Electrical System and Wiring
  - e. Plumbing
  - f. Parking structure or lot
  - g. ADA compliance
  
- 2) Environmental Assessment
  - a. Asbestos
  - b. Lead Paint
  - c. Mold

**C. TEST FITS** Full review of test fits as performed by selected Professionals for up to three (3) properties, each property being roughly 175,000 square feet. Review of Test Fits should include:

- 1) Location and space, per division, of the Mississippi Department of Revenue
- 2) Location and space of the Print Shop/Warehouse
- 3) Functionality of the space per division, of the Mississippi Department of Revenue
- 4) Alternative location and spacing fits

**PUBLIC PROCUREMENT REVIEW BOARD**

**SPECIAL MEETING**

**WEDNESDAY, FEBRUARY 27, 2013**

A special meeting of the Public Procurement Review Board was held at 2:00 p.m. in the 13<sup>th</sup> floor Conference Room of the Woolfolk State Office Building located in Jackson, Mississippi.

**PRESENT**

Mr. Kevin J. Upchurch, Chairman  
Mr. Milo J. Crabtree, Member

**OTHERS**

Mr. Charles R. Snowden, Deputy Executive Director, DFA  
Ms. Aubrey Leigh Goodwin, Special Assistant Attorney General, DFA  
Mr. Glenn Kombrek, Director of the Bureau of Building, Grounds and Real Property Management, DFA  
Mr. Brooks Moore, Director of Real Property Management, DFA  
Ms. Melody Coulson, PPRB Recorder, DFA

**ABSENT**

Mr. Freddie M. "Flip" Phillips, Vice Chair

The Chairman called the meeting to order.

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

**Leases**

Mr. Brooks Moore presented the following:

The Board reviewed (a) New Leases. There were 2 New Leases for the Mississippi Department of Corrections. Mr. Crabtree made the motion to approve (a) as recommended by the Division of Real Property Management, contingent upon fully executed leases, Mr. Upchurch seconded, and the motion carried.

The Board next considered a request for a New Lease from the Board of Veterinary Medicine that included waiving advertisement with an effective date of February 1, 2013. Mr. Crabtree made the motion that this item be tabled until the next Regular PPRB Meeting to allow the BOB time to obtain more information from the Board of Veterinary Medicine which would support why the Board should stay at this location. Mr. Upchurch seconded, and the motion carried.

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

  
Milo J. Crabtree

  
Kevin J. Upchurch

**AGENDA**

**PUBLIC PROCUREMENT REVIEW BOARD**

**Special Meeting**

**2:00 p.m.**

**WEDNESDAY, FEBRUARY 27, 2013**

**I. BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT**

Mr. Brooks Moore, Director of Real Property Management, requests the following:

- Approval of MDOC Lease

PUBLIC PROCUREMENT REVIEW BOARD

SPECIAL MEETING

February 27, 2013

LEASES

850-000

The Division of Real Property Management requests concurrence and approval of the following:

**(a) NEW LEASES:**

<u>Agency</u>	<u>Location</u>	<u>Eff. Date</u>	<u>Type* Space</u>	<u>Previous Sq. Ft.</u>	<u>Proposed Sq. Ft.</u>	<u>Previous** \$/Sq. Ft.</u>	<u>Proposed** \$/Sq. Ft.</u>	<u>%Fed Esc Fund</u>	<u>\$/Year</u>	<u>Lease #</u>
MDOC	633 N State Jackson	01/01/14 12/31/18	O		40,000		12.75 inc	N 0	510,000	1702512018A07342
MDOC	333 N Main Yazoo City	04/01/13 03/31/16	O		1,200		8.00+UJ	N 0	9,600	1708212016A00388
Vet Medicine	1089D Stark Medicine Starkville	02/01/13 01/31/16	O		470		17.88+J 20.43+J	R 0	8,400 9,600	8555312016A07333 (Years 2-3)

This request from the Mississippi Department of Corrections is the lowest responsive of four (4) proposals received.

This request from the Board of Veterinary Medicine includes waiving advertisement and an effective start date of February 1, 2013... *We did not advertise for another space... because we had so recently advertised for this space... [in 2012]... We feel that the space we now occupy is the best for our agency....*

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





STATE OF MISSISSIPPI  
GOVERNOR PHIL BRYANT

DEPARTMENT OF FINANCE AND ADMINISTRATION

KEVIN J. UPCHURCH  
EXECUTIVE DIRECTOR

# NOTICE

A Special Meeting of the

## **PUBLIC PROCUREMENT REVIEW BOARD**

will be held Wednesday, February 27, 2013, 2:00 p.m. in the  
13th floor Conference Room of the  
Woolfolk State Office Building

Agenda: Approve an MDOC Lease and Miscellaneous

# PUBLIC PROCUREMENT REVIEW BOARD

## REGULAR MEETING

WEDNESDAY, MARCH 06, 2013

A regular meeting of the Public Procurement Review Board was held at 2:00 p.m. in the 13<sup>th</sup> floor Conference Room of the Woolfolk State Office Building located in Jackson, Mississippi.

### PRESENT

Mr. Kevin J. Upchurch, Chairman  
Mr. Freddie M. "Flip" Phillips, Vice Chair  
Mr. Milo J. Crabtree, Member

### OTHERS

Mr. Lance Fulcher, Director of the Office of Purchasing, Travel and Fleet Management, DFA  
Ms. Monica Ritchie, Director of the Office of Purchasing and Travel, DFA  
Mr. Rick Snowden, Deputy Executive Director, DFA  
Mr. Brooks Moore, Director of Real Property Management, DFA  
Ms. Aubrey Leigh Goodwin, Special Assistant Attorney General, DFA  
Ms. Melody Coulson, PPRB Recorder, DFA

### ABSENT

Mr. Glenn Kornbrek, Director of the Bureau of Building, Grounds and Real Property Management, DFA

The Chairman called the meeting to order.

### MINUTES

Mr. Upchurch asked if the Minutes had been reviewed for the following meetings:

Special Meeting, Thursday, January 24, 2013  
Regular Meeting, Wednesday, February 06, 2013  
Special Meeting, Wednesday, February 27, 2013

Mr. Upchurch called for a motion to approve the above-mentioned Minutes. Mr. Phillips made the motion to approve, Mr. Crabtree seconded and the motion carried.

### OFFICE OF PURCHASING, TRAVEL & FLEET MANAGEMENT (OPTFM)

Ms. Ritchie presented 4 items.

- 1) University of MS Medical Center (UMMC) requested approval of a sole source contract with Cyberonics VNS in the amount of \$5,917,523.00 (estimated) from February 1, 2013 through January 31, 2018 (5 years) for Nerve Stimulators and components for seizures. The purpose of this contract is the purchase of VNS Therapy Systems which consist of generators, surgical tools, and accessories that are used for individualized treatment of epilepsy and depression. Cyberonics is the only FDA approved company that offers VNS stimulation and the products are not offered from any other distributors. The estimated total cost is based on an average per procedure cost of \$26,809 (for the first 12 month period). Cyberonics will be able to adjust the price at any time upon providing 90 days written notice to UMMC. Based on historical price increases, UMMC anticipates an annual increase in the per procedure cost of 3% per year for years two through five of

## **PUBLIC PROCUREMENT REVIEW BOARD**

### **Regular Meeting**

**Wednesday, March 06, 2013**

Page 2

the contract. Mr. Phillips made a motion to approve. Mr. Crabtree seconded, and the Board voted unanimously to approve.

- 2) MS Dept. of Health requested approval of a contract with Earthgrains Baking Companies, Inc. in the amount of \$1,303,310.61 from April 1, 2013 to March 31, 2014 for the purchase of bread for the WIC Program. MS Dept. of Health advertised for bids for loaves of bread for the WIC program. Only one bid was received from Earthgrains Baking Companies, Inc. Mr. Crabtree made a motion to approve. Mr. Phillips seconded, and the motion carried.
- 3) MS Dept of Transportation requested approval of a contract with Bus Group LLC in the amount \$767,735.00 from July 1, 2012 through June 30, 2013 for passenger buses & passenger ADA buses. MDOT is requesting the purchase of five (5) 32/36 passenger Apollo buses (with options) for the rural transportation program. Mr. Phillips made a motion to approve. Mr. Crabtree seconded, and the motion carried.
- 4) University of MS Medical Center has purchased endoscopy equipment from Stryker Sales Corporation off of Novation Contract CE01054 in the amount of \$577,060.45. University of MS Medical Center asked that the Board ratify this purchase. Mr. Crabtree made a motion to ratify. Mr. Phillips seconded, and the motion carried.

## **BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT**

### **Leases**

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

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

The Board reviewed (c) New Leases. Mr. Phillips made the motion to approve (c) as recommended by the Division of Real Property Management, contingent upon fully executed leases, Mr. Crabtree seconded, and the motion carried.

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

The Board reviewed (e) Parchman Farmland Leases. Mr. Crabtree made the motion to approve (e) as recommended by the Division of Real Property Management, contingent upon fully executed leases, Mr. Phillips seconded, and the motion carried.

The Board reviewed (f) Other. Mr. Crabtree made the motion to approve (f) as recommended by the Division of Real Property Management, contingent upon fully executed leases, Mr. Phillips seconded, and the motion carried.

**PUBLIC PROCUREMENT REVIEW BOARD**

**Regular Meeting**

**Wednesday, March 06, 2013**

Page 3

**Handout**

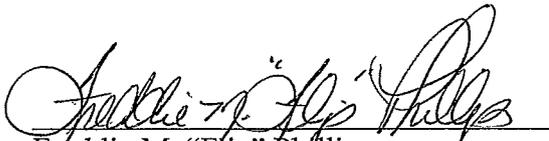
The Board reviewed (a) Renewal Leases With No Increase in Cost or Space. This item was previously tabled at the Special PPRB Meeting on February 27, 2013. This request from the Board of Veterinary Medicine included waiving advertisement due to the effective start date of the Lease. The lease was presented to Real Property Management prior to the January 31, 2013 expiration, but due to additional information requested by Real Property Management, the lease was not presented to the Board at that time. The Lessor has agreed to renew the lease for an additional year under the same terms and conditions. Mr. Phillips made the motion to approve (a) as recommended by the Division of Real Property Management, contingent upon fully executed leases, Mr. Crabtree seconded, and the motion carried.

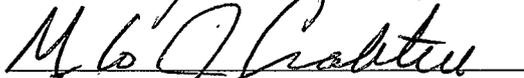
**BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT**

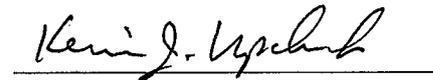
Mr. Rick Snowden, on behalf of Mr. Glenn Kornbrek, presented the following for approval:

- 1) The Natural Science Museum requested approval of a sole source on GS# 640-011 Renovations & Exhibits Natural Science Museum (Jackson, Mississippi). A subportion of this project calls for upgrades and additions to existing exhibits at the Natural Science Museum. The original exhibits in the Museum were built and installed by Split Rock Studios located in Arden Hills, MN. Split Rock Studios has the original designs, plans, colors, and materials list for the existing exhibits. The scope of this portion of the project is to add to the existing exhibits notably: exhibit cases, graphic panels and fossil wall. The estimated cost for design, production, shipping and installation is \$330,000.00. The Natural Science Museum and the Bureau of Building believe it is in the best interest of the State of Mississippi that they accept Split Rock Studios as a sole source to continue the work of the original exhibits for this portion of the Renovations and Exhibits project. Mr. Phillips made a motion to approve. Mr. Crabtree seconded, and the motion carried.
- 2) Ratification of the Construction, F&E, ITS and WebProcure awards. Mr. Phillips made a motion to ratify. Mr. Crabtree seconded, and the motion carried.

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

  
\_\_\_\_\_  
Freddie M. "Flip" Phillips

  
\_\_\_\_\_  
Milo J. Crabtree

  
\_\_\_\_\_  
Kevin J. Upchurch

# AGENDA

## PUBLIC PROCUREMENT REVIEW BOARD Regular Meeting 2:00 p.m.

WEDNESDAY, MARCH 06, 2013

### I. MEETING MINUTES

- Approval of Minutes for the Special Meeting, Thursday, January 24, 2013
- Approval of Minutes for the Regular Meeting, Wednesday, February 06, 2013
- Approval of Minutes for the Special Meeting, Wednesday, February 27, 2013

### II. OFFICE OF PURCHASING, TRAVEL AND FLEET MANAGEMENT

Ms. Monica Ritchie, Director of the Office of Purchasing and Travel, requests the following:

- Approval of a UMMC Contract
- Approval of a MDH Contract
- Approval of a MDOT Contract
- Ratification of a UMMC Purchase

### III. BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT

Mr. Brooks Moore, Director of Real Property Management, requests approval of the following:

- Renewal Leases with no Increase in Cost or Space (a)
- Renewal Leases with an Increase in Cost or Space (b)
- New Leases (c)
- Land Leases (d)
- Parchman Farmland (e)
- Other (f)

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

- Approval of a Sole Source
- Ratification of Construction, F&E, ITS and WebProcure awards

### IV. NEXT MEETING DATE

Regular Meeting, Wednesday, April 03, 2013

**OFFICE OF PURCHASING AND TRAVEL  
PUBLIC PROCUREMENT REVIEW BOARD  
MEETING AGENDA  
March 6, 2013**

1. REQUESTING AGENCY: University of MS Medical Center  
CONTRACTOR: Cyberonics VNS  
AMOUNT OF CONTRACT: \$5,917,523.00 (estimated)  
TERM OF CONTRACT: February 1, 2013 through January 31, 2018  
(5 years)  
SCOPE OF CONTRACT: Nerve Stimulator and components for seizures  
PURCHASE METHOD (PROPOSALS, SINGLE SOURCE, ETC): Sole Source  
for Agency Contract  
COMMENTS: The purpose of this agreement is for the purchase of VNS  
Therapy Systems which consist of generators, surgical tools, and accessories that  
are used for individualized treatment of epilepsy and depression. Cyberonics is  
the only company that offers VNS stimulation that has FDA approval and the  
products are not offered from any other distributors. The estimated total cost is  
based on an average per cost procedure of \$26,809 (for the first 12 month period).  
Cyberonics can adjust the price at any time upon providing 90 days written notice  
to UMMC. Based on historical price increases, UMMC anticipates an annual  
increase in the cost per procedure of 3% per year for years two through five of the  
agreement.  
COMPLIANCE WITH PROCEDURES (YES, NO): Yes  
If no, explanation:  
ADDITIONAL COMMENTS IF NEEDED: Based on the information submitted  
by the Agency, we ask for the Board's approval contingent upon the issuance of  
an award letter or a purchase order by the Agency.
  
2. REQUESTING AGENCY: MS Dept. of Health  
CONTRACTOR: Earthgrains Baking Companies, Inc.  
AMOUNT OF CONTRACT: \$1,303,310.61  
TERM OF CONTRACT: April 1, 2013 to March 31, 2014  
SCOPE OF CONTRACT: Bread for WIC Program  
PURCHASE METHOD (PROPOSALS, SINGLE SOURCE, ETC): Competitive  
Bid  
COMMENTS (Low bid, high point total, unique features): MS Dept. of Health  
advertised for bids for loaves of bread for the WIC program. Only one bid was  
received from Earthgrains Baking Companies, Inc.  
COMPLIANCE WITH PROCEDURES (YES, NO): Yes  
If no, explanation: N/A  
ADDITIONAL COMMENTS IF NEEDED: Based on the information submitted  
by the Agency, all requirements were met and we ask for the Board's approval  
contingent upon the issuance of a purchase order or an award letter by the agency.

3. REQUESTING AGENCY: MS Dept of Transportation  
CONTRACTOR: Bus Group LLC  
AMOUNT OF CONTRACT: \$767,735.00  
TERM OF CONTRACT: July 1, 2012 through June 30, 2013  
SCOPE OF CONTRACT: Passenger Bus & Passenger ADA Bus  
PURCHASE METHOD (PROPOSALS, SINGLE SOURCE, ETC): Agency Contract  
COMMENTS: MDOT is requesting the purchase of five (5) 32/36 passenger Apollo buses (with options) for the rural transportation program.  
COMPLIANCE WITH PROCEDURES (YES, NO): Yes  
If no, explanation: N/A  
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.
  
4. REQUESTING AGENCY: University of MS Medical Center  
UMC has purchased endoscopy equipment from Stryker Sales Corporation off of Novation Contract CE01054 in the amount of \$577,060.45. University of MS Medical Center asks that the Board ratify this purchase.

PUBLIC PROCUREMENT REVIEW BOARD

REGULAR MEETING

March 6, 2013

LEASES

850-000

The Division of Real Property Management requests concurrence and approval of the following:

**(a) RENEWAL LEASES WITH NO INCREASE IN COST OR SPACE:**

<u>Agency</u>	<u>Location</u>	<u>Eff. Date</u>	<u>Type* Space</u>	<u>Previous Sq. Ft.</u>	<u>Proposed Sq. Ft.</u>	<u>Previous** \$/Sq. Ft.</u>	<u>Proposed** \$/Sq. Ft.</u>	<u>%Fed Esc Fund</u>	<u>\$/Year</u>	<u>Lease #</u>
DOC	2203 Hwy 72 Corinth	03/01/13 02/28/14	O	1,700	1,700	3.71+UJ rounded	3.71+UJ rounded	N 0	6,300	1700212014A01374
Emp Sec	1016 Carroll Hazlehurst	04/01/13 03/31/14	O	3,186	3,186	6.50+UJ	6.50+UJ	N 100	20,709	2601512014A01719
Health	1310 Phillips Grenada	04/01/13 03/31/16	O/WH	4,000	4,000	6.30+UJ	6.30+UJ	N 100	25,200	3902212016A01818
Health	304 Raymond Raymond	03/01/13 02/29/16	O/WH	2,440	2,240	5.09+UJ rounded	5.09+UJ rounded	N 100	11,400	3902522016A00805
Health	303A Mall Dr McComb	04/01/13 03/31/18	O	6,425	6,425	15.50+UJ	15.50+UJ	N 0	99,588	3905722018A01838
Health	201 Cherry Marks	04/01/13 03/31/16	O/WH	4,000	4,000	4.92+UJ	4.92+UJ	N 100	19,680	3906012016A01763

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

<u>Agency</u>	<u>Location</u>	<u>Eff. Date</u>	<u>Type* Space</u>	<u>Previous Sq. Ft.</u>	<u>Proposed Sq. Ft.</u>	<u>Previous** \$/Sq. Ft.</u>	<u>Proposed** \$/Sq. Ft.</u>	<u>%Fed Esc Fund</u>	<u>\$/Year</u>	<u>Lease #</u>
Health	7063 Hwy 11 Carriere	04/01/13 03/31/16	O/WH	5,880	5,880	5.52+UJ	9.00+UJ	N 100	52,920	3905532016A07214

**(c) NEW LEASES:**

1.

<u>Agency</u>	<u>Location</u>	<u>Eff. Date</u>	<u>Type* Space</u>	<u>Previous Sq. Ft.</u>	<u>Proposed Sq. Ft.</u>	<u>Previous** \$/Sq. Ft.</u>	<u>Proposed** \$/Sq. Ft.</u>	<u>%Fed Esc Fund</u>	<u>\$/Year</u>	<u>Lease #</u>
MDOT	2094 Old Taylor Oxford	04/01/13 03/31/15	O		2,500		24.00 inc	N 0	60,000	3953612015A07346

2.

The following requests from the Mississippi Department of Human Services are for storage of parent-support materials, which are provided to families participating in the Healthy Home Mississippi Home Visiting Program. These leases will be on a month-to-month basis, are for climate-controlled space, and are located across the State depending on the clients served within a given region. This request is contingent upon approval by the State Records Committee.

<u>Agency</u>	<u>Location</u>	<u>Eff. Date</u>	<u>Type* Space</u>	<u>Previous Sq. Ft.</u>	<u>Proposed Sq. Ft.</u>	<u>Previous** \$/Sq. Ft.</u>	<u>Proposed** \$/Sq. Ft.</u>	<u>%Fed Esc Fund</u>	<u>\$/Year</u>	<u>Lease #</u>
Human Services	122 L Woodville Natchez	03/01/13 01/31/14 Mo to Mo	S		200		16.50 inc	N 100	3,300	8650112014A07343
Human Services	542 Hwy 61 Natchez	03/01/13 01/31/14 Mo to Mo	S		200		16.50 inc	N 100	3,300	8650112014B07343
Human Services	200 DeSoto Clarksdale	03/01/13 01/31/14 Mo to Mo	S		300		9.90 inc	N 100	2,970	8651412014A07344
Human Services	304 S State Jackson	03/01/13 01/31/14 Mo to Mo	S		200		12.32 inc	N 100	2,464	8652512014A01654
Human Services	3207 Plaza Vicksburg	03/01/13 01/31/14 Mo to Mo	S		200		7.07 inc	N 100	1,413	8657512014A07345

**(d) LAND LEASES:**

<u>Agency</u>	<u>Location</u>	<u>Eff. Date</u>	<u>Type* Space</u>	<u>Previous Sq. Ft.</u>	<u>Proposed Sq. Ft.</u>	<u>Previous** \$/Sq. Ft.</u>	<u>Proposed** \$/Sq. Ft.</u>	<u>%Fed Esc Fund</u>	<u>\$/Year</u>	<u>Lease #</u>
DFA	455 N Lamar Jackson	03/15/13 03/14/14	LD (Parking)	102 spaces	102 spaces	45/sp/mo	45/sp/mo	N 0	55,080	8992512014C00809

**(e) PARCHMAN FARMLAND:**

Request from the Lessees listed below to assign/sub-lease the tracts listed below for the 2013 Crop Year. Any Sub-lease/Assignment is for...*an amount not to exceed the lease obligation to the State of Mississippi*....All terms and conditions, including the yearly rental amount, will remain the same as in the original Lease between the Lessee and the State of Mississippi. The Lessee and Sub-Lessee will both be responsible for the tract(s) until expiration of the lease term. Should the PPRB decide not to approve the Assignment/Sub-Lease, the Lessee will retain the tract(s) completely.

The request to assign/sub-lease these tracts was presented to the PPRB on February 6, 2013. The request was to assign/sub-lease these tracts from the Lessors below to T.C. Farms, LLC. Due to an error in the filing with the Secretary of State, the name of the Assignee has been changed to T.C. Planting, LLC.

**Sunflower County**

<u>Tract # (all or part)</u>	<u>Lessee</u>	<u>Assignee</u>	<u>Year</u>	<u>Amount</u>
15 (fields 1,2,3,4,8,9,10)	John W. Seely	T.C. Planting, LLC	2013	\$7,100.00
27	Flat Grassy Farms	T.C. Planting, LLC	2013	\$18,926.10
7, 19, 25, 37	Flat Grassy Farms	T.C. Planting, LLC	2013	\$69,303.70

(f) OTHER:

<u>Agency</u>	<u>Location</u>	<u>Eff. Date</u>	<u>Type* Space</u>	<u>Previous Sq. Ft.</u>	<u>Proposed Sq. Ft.</u>	<u>Previous** \$/Sq. Ft.</u>	<u>Proposed** \$/Sq. Ft.</u>	<u>%Fed Esc Fund</u>	<u>\$/Year</u>	<u>Lease #</u>
Social Workers	350 W Wilson Jackson	03/01/13 11/30/13	O	894	1,797	11.75+J rounded	11.00+J rounded	N 0	19,767	2702512013A01295

This request from the Mississippi Board of Social Workers and Marriage & Family Therapists includes an amendment to the current Lease Agreement by adding 903 square feet to the current lease, with a decrease in the cost per square foot. This lease originally began on December 1, 2012.

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, MARCH 06, 2013**

**SOLE SOURCE FOR PPRB APPROVAL**

**GS# 640-011**

**Renovations & Exhibits**  
**Natural Science Museum**  
**(Jackson, Mississippi)**

**Sole Source Justification**

A sub portion of this project calls for upgrades and additions to existing exhibits at the Natural Science Museum.

The original exhibits in the Museum were built and installed by Split Rock Studios located in Arden Hills, MN.

Split Rock Studios has the original designs, plans, colors, and materials list for the existing exhibits.

The scope of this portion of the project is to add to the existing exhibits notably: exhibit cases, graphic panels and fossil wall.

The estimated cost to Split Rock for design, production, shipping and installation is \$330,000.00.

We believe it is in the best interest of the state of Mississippi that we accept Split Rock Studios as a sole source to continue the work of the original exhibits for this portion of the Renovations and Exhibits project.

## AGENDA

### PUBLIC PROCUREMENT REVIEW BOARD

WEDNESDAY, MARCH 06, 2013

#### **Ratification 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 requests ratification of 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 February 1, 2013 through February 28, 2013.

#### **Construction Awards under \$5,000,000.00**

1. **GS# 103-274** Campus Roofing – PH I – Jackson State University (GC002) — Award to Rowell Roofing, Inc., Columbia, Mississippi, in the amount of \$798,900.00 (Lowest of 3 bids received)
2. **GS# 106-244** Campus Roofing – PH I – Mississippi Valley State University (GC001) — Award to Copper Top Sheet Metal, Inc., Columbus, Mississippi, in the amount of \$727,080.00 (Lowest of 12 bids received)
3. **GS# 109-209** Building Repair & Renovation – University Medical Center (GC001) — Award to Independent Roofing Systems, Inc., Jackson, Mississippi, in the amount of \$108,176.00 (Lowest of 3 bids received)
4. **GS# 113-115** Lloyd-Ricks Renovation – Mississippi State University – Division of Agriculture, Forestry & Vet Medicine (OC003) — Award to Tull Brothers, Incorporated, Corinth, Mississippi, in the amount of \$14,192.00 (Lowest of 2 bids received)
5. **GS#321-254** Unit 29 Envelope Repairs (EMER) – Mississippi State Penitentiary (GC001) – Award to D. Carroll Construction, LLC, Oxford, Mississippi, in the amount of \$944,100.00 (Lowest of 2 quotes received)
6. **GS#321-255** Re-Roof Unit 32 Kitchen (EMER) – Mississippi State Penitentiary (GC001) – Award to E. Cornell Malone Corporation, Jackson, Mississippi, in the amount of \$723,300.00 (Lowest of 2 quotes received)
7. **GS#322-031** Campus Roofing–PH I (EMER) – Central Mississippi Correctional Facility (GC001) – Award to Rowell Roofing, Inc., Columbia, Mississippi, in the amount of \$1,198,200.00 (Lowest of 3 quotes)

8. **GS#350-021** Security Improvements – Office of Capitol Facilities (Department of Finance and Administration) (GC001) – Award to Total Electric, Flowood, Mississippi, in the amount of \$354,500.00 (1 bid received)
9. **GS#424-087** Cottage Bathroom Renovations – North Mississippi Regional Center (GC001) – Award to Jackson Construction of Grenada, Inc, Grenada, Mississippi, in the amount of \$219,000.00 (Lowest of 5 bids received)
10. **GS#552-004** Dorm B Renovation – Mississippi Schools for the Blind and Deaf (Department of Education) (GC001) – Award to McMillan-Pitts Construction Company, LLC, Pearl, Mississippi, in the amount of \$1,916,000.00 (Lowest of 9 bids received)
11. **GS#552-008** Misc. R & R – PH II – Mississippi Schools for the Blind and Deaf (Department of Education) (GC001) – Award to Coleman Hammons Construction Co., Inc, Pearl, Mississippi, in the amount of \$32,288.00 (Lowest of 3 quotes received)
12. **GS# 601-121** Park Renovations –South - Department of Wildlife, Fisheries and Parks (GC002) – Award to Conerly Constrution, Inc., Clinton, Mississippi, in the amount of \$909,936.00 (Lowest of 4 bids received)

**Furniture & Equipment Awards under \$2,000,000.00**

1. **GS# 115-002** Oceanographic Support Facility – USM - Stennis (FE030) — Award to Airgas USA, LLC, Picayune, Mississippi, in the amount of \$6,424.06 (Lowest of 2 quotes received)
2. **GS# 214-057** Career Education Center – Pearl River Community College (FE001) — Award to Anderson Retail, Inc., Hattiesburg, Mississippi, in the amount of \$67,858.62 (State Contract Hon 5-420-14778; Safco 5-420-24814)
3. **GS# 214-057** Career Education Center – Pearl River Community College (FE001) — Award to Anderson Retail, Inc., Hattiesburg, Mississippi, in the amount of \$13,785.73 (Lowest of 2 quotes received)
4. **GS# 358-037** House Office Renovations –New Capitol Building (Office of Capitol Facilities) (Department of Finance and Administration) (FE032) — Award to Business Interiors, Inc., Ridgeland, Mississippi, in the amount of \$3,787.88 (1 quote received per code 31-7-13 for under \$5,000.00)
5. **GS# 358-037** House Office Renovations –New Capitol Building (Office of Capitol Facilities) (Department of Finance and Administration) (FE033). — Award to Art Supply Headquarters, Jackson, Mississippi, in the amount of \$1,600.00 (1 quote received per code 31-7-13 for under \$5,000.00)
6. **GS# 527-009** F&E-Cooperative Data Center – Information Technology Services (FE016) – Award to Advanced Energy Solutions, Ridgeland, Mississippi, in the amount of \$12,500.00 (Lowest of 2 quotes received)

**ITS Awards**

1. **GS# 108-235** College Hall Renovation – University of Southern Mississippi (SC003) – Award to Academic Technologies, Inc., Ridgeland, Mississippi, in the amount of \$9,011.20 (CP-1 20130297)
2. **GS# 109-208** Fire Alarm Upgrades – University Medical Center (SC002) — Award to James Self, Inc., Pearl, Mississippi, in the amount of \$4,382.92 (CP-1 20130330)
3. **GS# 527-014** Visualization Project – Information Technology Services (SC032) – Award to Infinite Group, Inc., Pittsford, New York, in the amount of \$9,000.00 (CP-1 20130331)

**WebProcure Contract**

**MDEQ Contract**

Title - Oyster Reef Restoration-MS Sound

Contract Number - 41012003

Contractor - Mississippi Marine Services LLC

Contract Amount - \$3,399,973.94

Scope - Furnish and deploy approved oyster cultch material in the western MS sound spring 2013 for oyster reef restoration

PUBLIC PROCUREMENT REVIEW BOARD

HANDOUT

March 6, 2013

LEASES

850-000

The Division of Real Property Management requests concurrence and approval of the following:

**(a) RENEWAL LEASES WITH NO INCREASE IN COST OR SPACE:**

<u>Agency</u>	<u>Location</u>	<u>Eff. Date</u>	<u>Type* Space</u>	<u>Previous Sq. Ft.</u>	<u>Proposed Sq. Ft.</u>	<u>Previous** \$/Sq. Ft.</u>	<u>Proposed** \$/Sq. Ft.</u>	<u>%Fed Esc Fund</u>	<u>\$/Year</u>	<u>Lease #</u>
Vet	1089D Stark	02/01/13	O	470	470	17.88+J	17.88+J	R 0	8,400	8555312016A07333
Medicine	Starkville	01/31/14				rounded	rounded			

This request from the Board of Veterinary Medicine includes waiving advertisement due to the effective start date of the Lease. The lease was presented to Real Property Management prior to the January 31, 2013 expiration, but due to additional information requested by Real Property Management, the lease was not presented at that time. The Lessor has agreed to renew the lease for an additional year under the same terms and conditions.

*Tabled from special pprb  
Flip, Milo 2nd*

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





STATE OF MISSISSIPPI  
GOVERNOR PHIL BRYANT

DEPARTMENT OF FINANCE AND ADMINISTRATION

KEVIN J. UPCHURCH  
EXECUTIVE DIRECTOR

# NOTICE

A Regular Meeting of the

## **PUBLIC PROCUREMENT REVIEW BOARD**

will be held Wednesday, March 06, 2013, 2:00 p.m. in the  
13<sup>th</sup> floor Conference Room of the  
Woolfolk State Office Building

**PUBLIC PROCUREMENT REVIEW BOARD**

**SPECIAL MEETING**

**WEDNESDAY, MARCH 14, 2013**

A special meeting of the Public Procurement Review Board was held at 3:30 p.m. in the 13<sup>th</sup> floor Conference Room of the Woolfolk State Office Building located in Jackson, Mississippi.

**PRESENT**

Mr. Kevin J. Upchurch, Chairman  
Mr. Freddie M. "Flip" Phillips, Vice Chair  
Mr. Milo J. Crabtree, Member

**OTHERS**

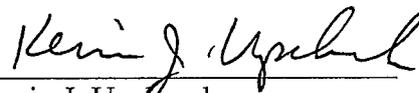
Mr. Rick Snowden, Deputy Executive Director, DFA  
Mr. Glenn Kornbrek, Director of the Bureau of Building, Grounds and Real Property Management, DFA  
Ms. Melody Coulson, PPRB Recorder, DFA

The Chairman called the meeting to order.

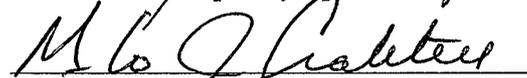
**BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT**

Mr. Glenn Kornbrek presented Change Order #1 on GS# 645-003 Calling Panther Dam Repair Division of Fisheries (Department of Wildlife, Fisheries, and Parks) (Crystal Springs, Mississippi) for approval. The scope of work described in the proposed Change Order # 1 includes repairing additional areas of the dam where the dispersive clays have eroded and caused sink holes in the back slope of the embankment. The sink hole and slide area are one of several that have developed on the back slope of the dam embankment and were observed at the Bureau's inspection on February 1, 2013. Repairs consistent with the scope of work will resolve this erosion issue with the dispersive clay soils and stabilize this area of the dam embankment. The Bureau of Building recommended these repairs be engaged as soon as possible in order to minimize further damage to the embankment. The Bureau recommended that this work should be accomplished through the current contract with Hensley R. Lee Contracting, Inc. because they are familiar with the existing conditions and the repair process. Additionally, if this scope of work were bid, the dam back slope would continue to degrade during the extended period of time it would take to bid, and bidding this scope of work would most probably be more expensive than the change order pricing provided by Hensley R. Lee Contracting, Inc. Mr. Crabtree made a motion to approve. Mr. Phillips seconded, and the motion carried.

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

  
Kevin J. Upchurch

  
Freddie M. "Flip" Phillips

  
Milo J. Crabtree

**AGENDA**

**PUBLIC PROCUREMENT REVIEW BOARD**

**Special Meeting**

**3:30 p.m.**

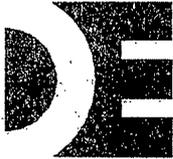
**THURSDAY, MARCH 14, 2013**

**I. BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT**

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

- Approval of Change Order #1 on GS#645-003 Calling Panther Dam Repair

**DUNGAN**



**Engineering, PA**

1574 Highway 98 East  
Columbia, Mississippi 39429  
Phone (601) 731-2600  
Fax (601) 736-6501  
www.dunganeng.com

March 13, 2013

Mr. Brad Bradshaw  
Bureau of Buildings, Grounds, and Real Property Management  
1401 Woolfolk Building, Suite B  
501 North West Street  
Jackson, MS 39201

RE: 645-003  
Calling Panther Dam Repair  
Division of Fisheries (MS Department of Wildlife, Fisheries, & Parks)  
Copiah County, MS.

Dear Mr. Bradshaw:

The scope of work described in proposed Change Order No. 1 include repairing additional areas of the dam where the dispersive clays have eroded and caused sink holes in the back slope of the embankment as indicated in the attached photos.

The attached photographed sink hole and slide area are one of several that have developed on the back slope of the dam embankment and were observed at our inspection on February 1, 2013. Repairs consistent with the scope of work of the above referenced project will resolve this erosion issue with the dispersive clay soils and stabilize this area of the dam embankment. We recommend these repairs be engaged as soon as possible in order to minimize further damage to the embankment.

It is our opinion that this work should be accomplished through the current contract with Hensley R. Lee Contracting Inc because they are familiar with the existing conditions and the repair process. If this scope of work is bid, the dam back slope would continue to degrade during the extended period of time it would take to bid. It is also our opinion that bidding this scope of work would most probably be more expensive than the change order pricing provided by Hensley R. Lee Contracting Inc.

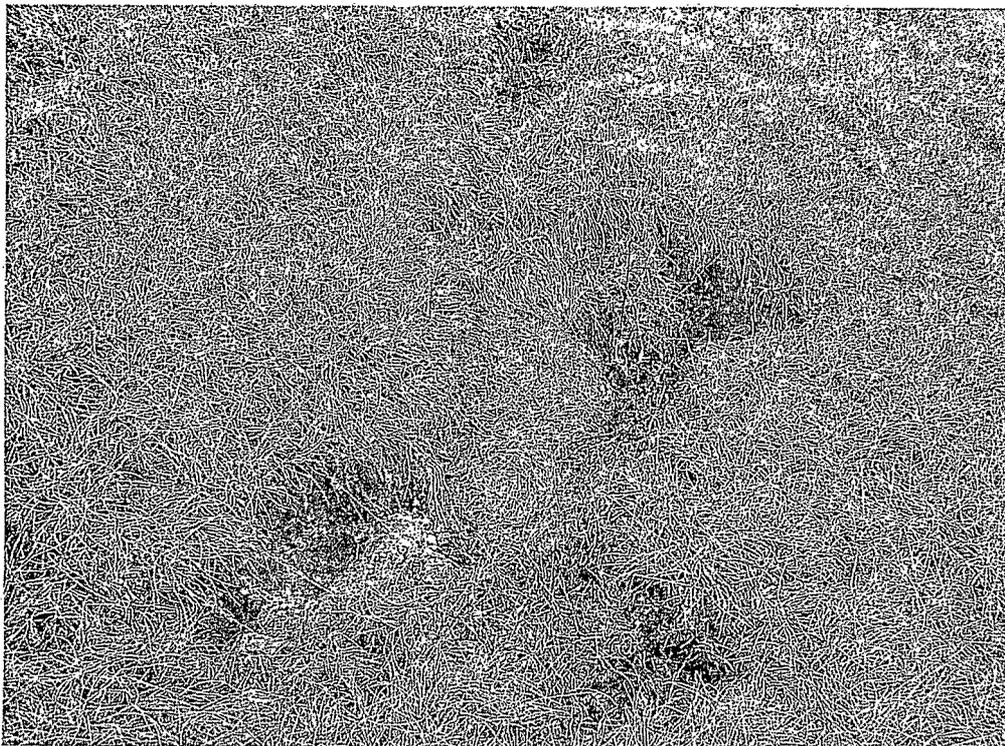
If you have any questions or need additional information, please do not hesitate to call.

Sincerely,

Lee Mock, P.E., P.L.S.  
Vice President



Sink Hole



Slide Area

# STANDARD APPROVAL FORM

*Bureau of Building, Grounds and Real Property Management*

## CHANGE ORDER

<b>Project GS#/Name:</b> 645-003 Calling Panther Dam Repair			
<b>Institution/Agency:</b> Division of Fisheries (Department of Wildlife, Fisheries and Parks)			
<b>The Bureau of Building, Grounds and Real Property Management approves the following:</b>			
<b>Change Order Number:</b> One (1)			
<b>Contractor:</b> Hensley R. Lee Contracting Inc		<b>Award Number:</b> GC002	
Reason for Change Order: 1. Remobilize equipment to the project site to make repairs to an additional 300 lineal feet of dam 2. Repair 300 lf of dam at the add-alternate price of \$14,083.00 per 50-foot section 3. Add days to the contract time due to adverse weather, wet ground conditions and time to complete the additional work.			
Original Contract Sum/Days		\$84,463.00	60.0 Days
Net Change Sum/Days by Previous Change Orders		\$0.00	0.0 Days
Contract Sum/Days Prior to this Change Order		\$84,463.00	60.0 Days
<b>Amount/Days for this Change Order</b>		\$94,498.00	190.0 Days
		Increase	Increase
Net Contract Sum/Days (including this Change Order)		\$178,961.00	250.0 Days
Cumulative Change Orders / Original Contract Sum: 111,88094195		Original NTP Date 09/24/2012	
Total Change Order Impact: \$102,673.20		Revised Completion Date 06/01/2013	
<b>Professional:</b> Dungan Engineering, P.A.		<b>Award Number:</b> PP001	
Original Professional Fee		\$8,280.57	
Net Professional Fee Adjustment by Previous Change Orders		\$0.00	
Professional Fee Prior to this Change Order		\$8,280.57	
Professional Fee Adjustment for this Change Order		\$8,175.20	
Credit for this Change Order (Explain)		\$0.00	
<b>Professional Fee Adjustment for this Change Order less Credit</b>		\$8,175.20	
		Increase	
Previous Credits: Planning (Explain)		\$0.00	
Previous Credits: Construction (Explain)		\$0.00	
Net Professional Fee (including this Change Order and Credits)		\$16,455.77	
<b>Cx Professional:</b>		<b>Award Number:</b>	
Original Cx Professional Fee		\$0.00	
Net Cx Professional Fee Adjustment by Previous Change Orders		\$0.00	
Cx Professional Fee Prior to this Change Order		\$0.00	
Cx Professional Fee Adjustment for this Change Order		\$0.00	
Cx Credit for this Change Order		\$0.00	
<b>Cx Professional Fee Adjustment for this Change Order less Credit</b>		\$0.00	
Previous Cx Credits: Planning (Explain)		\$0.00	
Previous Cx Credits: Construction (Explain)		\$0.00	
Net Cx Professional Fee (including this Change Order and Credits)		\$0.00	

<b>ORIGINATOR</b>	Brad Bradshaw, Project Manager	DATE: 03/04/2013
<b>FINANCIAL REVIEW</b>		DATE:
<b>APPROVAL</b>		DATE:
<b>APPROVAL</b>		DATE:

**BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT**

CHANGE ORDER NO. 1

Project Number: 645-003 Contract Date: July 24, 2012  
Project Title: Calling Panther Dam Repair  
Institution/Agency/Department: Division of Fisheries (MS Department of Wildlife, Fisheries, & Parks)  
Location: Copiah County, MS

Original Contract Sum	\$	<u>84,463</u>	<u>.00</u>
Net Change by Previous Change Orders	\$	<u>0</u>	<u>.00</u>
Contract Sum Prior to this Change Order	\$	<u>84,463</u>	<u>.00</u>
Contract Sum <b>Increase/Decrease/Unchanged</b> by this Change Order	\$	<u>94,498</u>	<u>.00</u>
New Contract Sum including this Change Order	\$	<u>178,961</u>	<u>.00</u>

Original Notice to Proceed Start Date	<u>September 24, 2012</u>
Original Contract Time	<u>60</u> Calendar Days
Net Change by Previous Change Orders	<u>0</u> Calendar Days
Contract Time Prior to this Change Order	<u>60</u> Calendar Days
Contract Time <b>Increase/Decrease/Unchanged</b> by this Change Order	<u>190</u> Calendar Days
New Contract Time including this Change Order	<u>250</u> Calendar Days
New Completion Date	<del>May 31, 2013</del> <u>July 4, 2013</u>

(ALL SIGNATURES MUST BE ORIGINAL)

**Professional:** Dungan Engineering, P.A.  
By: [Signature]  
Name & Title: Lee Mock, Vice-President Date: 2-21-13

**Contractor:** Hensley R. Lee Contracting Inc  
By: [Signature]  
Name & Title: John C. Lee, Vice-President Date: 2-22-13

**Owner:** Bureau of Building, Grounds and Real Property Management  
By: \_\_\_\_\_  
Name & Title: Glen R. Kumbreck, Director Date: \_\_\_\_\_

(A copy of the Change Order will be given to the Institution/Agency)

**BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT**

CHANGE ORDER NO. 1

PROJECT NO. 645-003

All of the provisions of the Original Contract not specifically changed by this Change Order remain the same. The Contractor is directed to make the following changes in this Contract:

1.1 Re-mobilization of equipment to the project site to make repairs to an additional 300 linear feet of dam.

**Add to contract sum \$ 10,000**

**Add to contract time 30 days**

1.2 Repair an additional 300 linear feet of dam at the additive alternate price of \$14,083 per 50 foot section.

**Add to contract sum \$ 84,498**

**Add to contract time 90 days**

1.3 Add days to contract time due to adverse weather and wet ground conditions (Nov. 24 – Feb. 1)

**Add to contract sum \$ 0**

**Add to contract time 70 days**

The justification for this Change Order is as follows:

1.1 & 1.2 - Repair the existing sink holes and washes in another 300 foot section of the dam back slope in order to make the embankment area safe for the required routine maintenance.

1.3 - 70 days were lost due to adverse weather and wet ground conditions.

**AS REQUESTED BY:**

the Using Agency	the BOB
the Contractor	the Professional







STATE OF MISSISSIPPI  
GOVERNOR PHIL BRYANT

DEPARTMENT OF FINANCE AND ADMINISTRATION

KEVIN J. UPCHURCH  
EXECUTIVE DIRECTOR

# NOTICE

A Special Meeting of the

## **PUBLIC PROCUREMENT REVIEW BOARD**

will be held Thursday, March 14, 2013, 3:30 p.m. in the  
13th floor Conference Room  
Woolfolk State Office Building

Agenda: Approve of Change Order #1 on GS#645-003 Calling Panther Dam Repair and Miscellaneous

**PUBLIC PROCUREMENT REVIEW BOARD**

**SPECIAL MEETING**

**WEDNESDAY, MARCH 21, 2013**

A special meeting of the Public Procurement Review Board was held at 3:00 p.m. in the 13<sup>th</sup> floor Conference Room of the Woolfolk State Office Building located in Jackson, Mississippi.

**PRESENT**

Mr. Kevin J. Upchurch, Chairman  
Mr. Freddie M. "Flip" Phillips, Vice Chair  
Mr. Milo J. Crabtree, Member

**OTHERS**

Mr. Rick Snowden, Deputy Executive Director, DFA  
Mr. Glenn Kornbrek, Director of the Bureau of Building, Grounds and Real Property Management, DFA  
Mr. Brooks Moore, Director of Real Property Management, DFA  
Ms. Aubrey Leigh Goodwin, Special Assistant Attorney General, DFA  
Ms. Melody Coulson, PPRB Recorder, DFA

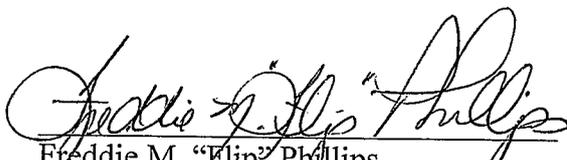
The Chairman called the meeting to order.

**BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT**

Mr. Brooks Moore presented a request from the Department of Wildlife, Fisheries, and Parks to award a one year lease for 759 acres at the Indianola Wildlife Management Area (Farm# 4800, 5114, 5217) in Sunflower County. The highest bidder was 3 County Farms for \$141,174.00 per year. Mr. Crabtree made a motion to approve. Mr. Phillips seconded, and the motion carried.

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

  
\_\_\_\_\_  
Kevin J. Upchurch

  
\_\_\_\_\_  
Freddie M. "Flip" Phillips

  
\_\_\_\_\_  
Milo J. Crabtree

**AGENDA**

**PUBLIC PROCUREMENT REVIEW BOARD**  
**Special Meeting**  
**3:00 p.m.**

**THURSDAY, MARCH 21, 2013**

**I. BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT**

Mr. Brooks Moore, Director of the Real Property Management, requests the following:

- Approval of MDWFP Farmland

PUBLIC PROCUREMENT REVIEW BOARD

SPECIAL MEETING

March 21, 2013

LEASES

850-000

The Division of Real Property Management requests concurrence and approval of the following:

**(a) WILDLIFE FARMLAND:**

Request from the Department of Wildlife, Fisheries and Parks dated March 14, 2013, to award the following New Lease for one (1) year. Bids were opened on March 13, 2013 at 3:00 p.m. Four (4) sealed bids were received on the following tracts of land, with the request below being the highest bidder. A check for the full rent was delivered with the bid and was provided to Wildlife, Fisheries and Parks for the year 2013.

Indianola Wildlife Management Area (Farm# 4800, 5114, 5217)  
Sunflower County  
Acreage: 759

Lessee: 3 County Farms  
Bid Amount: \$141,174.00 per year

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





STATE OF MISSISSIPPI  
GOVERNOR PHIL BRYANT

DEPARTMENT OF FINANCE AND ADMINISTRATION

KEVIN J. UPCHURCH  
EXECUTIVE DIRECTOR

# NOTICE

A Special Meeting of the

## **PUBLIC PROCUREMENT REVIEW BOARD**

will be held Thursday, March 21, 2013, 3:00 p.m. in the  
13th floor Conference Room  
Woolfolk State Office Building

Agenda: Approve of MDWFP Farmland and Miscellaneous

# PUBLIC PROCUREMENT REVIEW BOARD

## REGULAR MEETING

WEDNESDAY, APRIL 03, 2013

A regular meeting of the Public Procurement Review Board was held at 2:00 p.m. in the 13<sup>th</sup> floor Conference Room of the Woolfolk State Office Building located in Jackson, Mississippi.

### PRESENT

Mr. Kevin J. Upchurch, Chairman  
Mr. Freddie M. "Flip" Phillips, Vice Chair  
Mr. Milo J. Crabtree, Member

### OTHERS

Mr. Lance Fulcher, Director of the Office of Purchasing, Travel and Fleet Management, DFA  
Ms. Monica Ritchie, Director of the Office of Purchasing and Travel, DFA  
Mr. Rick Snowden, Deputy Executive Director, DFA  
Mr. Glenn Kornbrek, Director of the Bureau of Building, Grounds and Real Property Management, DFA  
Mr. Brooks Moore, Director of Real Property Management, DFA  
Ms. Aubrey Leigh Goodwin, Special Assistant Attorney General, DFA  
Ms. Romaine Richards, Special Assistant Attorney General, DFA  
Ms. Melody Coulson, PPRB Recorder, DFA

### GUESTS

J. Ed Morgan, Mississippi Department of Revenue  
Ashley May, Mississippi Department of Revenue  
Breck Hines, Duckworth Realty  
Ted Duckworth, Duckworth Realty  
Renea Haycraft, MSOS

The Chairman called the meeting to order.

### MINUTES

Mr. Upchurch asked if the Minutes had been reviewed for the following meetings:

Regular Meeting, Wednesday, March 06, 2013  
Special Meeting, Thursday, March 14, 2013  
Special Meeting, Thursday, March 21, 2013

Mr. Upchurch called for a motion to approve the above-mentioned Minutes. Mr. Phillips made the motion to approve, Mr. Crabtree seconded and the motion carried.

## BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT

### Leases

1. Mr. Moore presented the Mississippi Department of Revenue (MDOR) Lease. This location is the highest scoring proposal following the receipt of the Best and Final Offers pursuant to a Request For Proposals (RFP) issued on November 1, 2012. Six (6) proposals were received, with the three (3) highest-scoring proposals being short-listed for further evaluation and Best and Final Offers, pursuant to the scoring system issued in the RFP. It was also the lowest cost proposal. The MDOR is seeking

## **PUBLIC PROCUREMENT REVIEW BOARD**

### **Regular Meeting**

**Wednesday, April 03, 2013**

Page 2

approval to lease the Southpoint Building at 500 Clinton Ctr, Clinton, MS, for a period of 20 years, to include 187,511 Square Feet, in the amount of \$2,800,000.00 per year. There were 5 Members on the proposal evaluation team. The Lease documents have been agreed to and there are no protests. Mr. Phillips made a motion to approve the recommendation of the evaluation team to lease the Southpoint Building for the MDOR facilities. Mr. Crabtree seconded the motion and the Board voted unanimously to approve.

The Chairman recessed the meeting to sign the Lease documents.

The Chairman called the meeting back to order.

2. Mr. Moore presented a request from the Mississippi Secretary of State (MSOS) to lease 2,050 square feet at 1701 24th Ave., Gulfport, MS for \$30,000 per year that includes an addition of 345 square feet to the MSOS's current lease at this location and an increase in the cost per square foot. The requested increase in space is located on the second (2<sup>nd</sup>) floor of the currently leased building and is for additional staff, an increase in clientele, and a client kiosk. The increase in the cost per square foot is attributable to the installation of a new elevator to serve the building, as well as the second (2<sup>nd</sup>) floor being a separate and secured space from the rest of the tenants in the building. This Lease began on July 1, 2011 and was the lower of two (2) proposals received. This Lease was originally for 1,705 square feet for \$27,600 per year and was approved by the PPRB on June 1, 2011. Mr. Crabtree made a motion to approve. Mr. Phillips seconded, and the motion carried.

### **OFFICE OF PURCHASING, TRAVEL & FLEET MANAGEMENT (OPTFM)**

Ms. Ritchie presented 3 items.

1. A request on behalf of University of MS Medical Center (UMMC) to purchase 9 anesthesia machines and 9 patient monitors from Spacelabs Healthcare for \$704,981.53. Two bids were received and they are asking for approval to take the low bid. Currently, they have 9 areas within the medical center that have to utilize hard copy anesthesia records because the anesthesia machines do not interface with their current software – this new purchase will solve this problem. Mr. Crabtree made the motion to approve contingent upon the issuance of an award letter or a purchase order by the Agency. Mr. Phillips seconded and the motion carried.
2. UMMC has purchased a bi-plane cardiovascular x-ray system from Philips Healthcare off of GPO Contract EP-129 in the amount of \$1,698,508. Mr. Crabtree made the motion to ratify this purchase. Mr. Phillips seconded and the motion carried.
3. UMMC has purchased a bi-plane fixed x-ray system which includes c-arm stand, lateral ARC, and digital imaging from Philips Healthcare off of GPO Contract EP-129 in the amount of \$1,633,786.20. Mr. Crabtree made the motion to ratify this purchase. Mr. Phillips seconded and the motion carried.

### **BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT**

#### **Leases (continued)**

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

**PUBLIC PROCUREMENT REVIEW BOARD**

**Regular Meeting**

**Wednesday, April 03, 2013**

Page 3

The Board reviewed (b) New Lease. Mr. Moore explained that this request from the Mississippi Forestry Commission (MFC) includes waiving advertisement. MFC has been utilizing space in Kosciusko for the last two (2) years at no cost. This minimal amount of space included file cabinets and one (1) large desk shared by two (2) employees. The property has recently been sold, and the MFC had to vacate the space. MFC is requesting to Lease 217 N Madison, Kosciusko, MS for three (3) months to allow time for advertisement and proposals to be received. Mr. Phillips made the motion to approve (b) as recommended by the Division of Real Property Management, contingent upon a fully executed lease, Mr. Crabtree seconded, and the motion carried.

The Board reviewed (c) Other. Mr. Phillips made the motion to approve (c) as recommended by the Division of Real Property Management, contingent upon fully executed leases, Mr. Crabtree seconded, and the motion carried.

**BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT**

Mr. Glenn Kornbrek, presented the following:

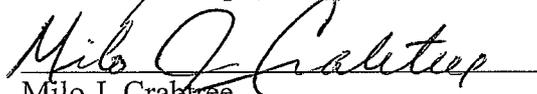
1. A request from Mississippi State University on GS# 105-345 Classroom Bldg. with Parking to purchase a brand specific product. The program for the building requires that a classroom / auditorium be provided to seat two (2) 200-seat classrooms or when combined and "opened" would seat 400 students. It is critical that the combining of these two classrooms into one large auditorium be accomplished in an expedient manner in order to meet the requirements for the functions that will be held within this space.

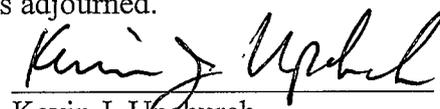
To meet this requirement the project was designed around the SkyFold Classic Powerlift Wall System. This system when activated allows the partition to fold down from the ceiling dividing the auditorium into two equal classrooms. The retraction of the partition, when activated, will fold up into the ceiling which will not take up any floor space for storage of the partition. This system is totally automatic by activating the power switch. In researching equals to this product the Bureau of Building professional has discovered that are none. Mr. Phillips made a motion to approve. Mr. Crabtree seconded, and the motion carried.

2. A request to approve Change Order #1 on GS# 109-203 ECM - Lighting Upgrades University of Mississippi Medical Center (Jackson, Mississippi). The Contractor is Total Electric, LLC. The Original Contract Sum is \$164,000.00 and 180 Days. This Change Order adds +\$106,177.32 and +169 Days. The Net Contract Sum is \$270,177.32 and 349 Days.
3. Ratification of the Construction, F&E, ITS and WebProcure awards. Mr. Phillips made a motion to ratify. Mr. Crabtree seconded, and the motion carried.

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

  
Freddie M. "Flip" Phillips

  
Milo J. Crabtree

  
Kevin J. Upchurch



PUBLIC PROCUREMENT REVIEW BOARD

Regular Meeting

Wednesday  
2:00 p.m.

April 03, 2013

ATTENDANCE SHEET

NAME AND TITLE

AGENCY/COMPANY

(Please Print)

Melody Coulson	DFA
Monica Ritchie	DFA - OPTFM
Lance Fitcher	DFA/OPTFM
Brooks Moore	DFA/BOB
Glenn Kornbret	DFA/BOB
J ED MORGAN	DOR
Milo J. Crabtree	DFA
Freddie Furr Phillips	DFA
Keri J. Ulsch	DFA
Renee Playcraft	MSOS
Breck Hines	Ackworth Realty
Ted Ackworth	Ackworth Realty
Shelley Leigh Goodwin	AG/DFA
RICK SNOWDEN	DFA
Ashley May	MDOR
Romaine Richards	AG/DFA



STATE OF MISSISSIPPI  
GOVERNOR PHIL BRYANT

DEPARTMENT OF FINANCE AND ADMINISTRATION

KEVIN J. UPCHURCH  
EXECUTIVE DIRECTOR

# NOTICE

A Regular Meeting of the

## **PUBLIC PROCUREMENT REVIEW BOARD**

will be held Wednesday, April 03, 2013, 2:00 p.m. in the  
13<sup>th</sup> floor Conference Room of the  
Woolfolk State Office Building

## AGENDA

### PUBLIC PROCUREMENT REVIEW BOARD

Regular Meeting

2:00 p.m.

WEDNESDAY, APRIL 03, 2013

#### I. MEETING MINUTES

- Approval of Minutes for the Regular Meeting, Wednesday, March 06, 2013
- Approval of Minutes for the Special Meeting, Thursday, March 14, 2013
- Approval of Minutes for the Special Meeting, Thursday, March 21, 2013

#### II. OFFICE OF PURCHASING, TRAVEL AND FLEET MANAGEMENT

Ms. Monica Ritchie, Director of the Office of Purchasing and Travel, requests the following:

- Approval of a UMMC Contract
- Ratification of 2 UMMC Purchases

#### III. BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT

Mr. Brooks Moore, Director of Real Property Management, requests approval of the following:

- Renewal Leases with no Increase in Cost or Space (a)
- New Leases (b)
- Other (c)

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

- Approval of a Sole Source on GS#105-345 Classroom Bldg. with Parking, Mississippi State University (Starkville, Mississippi)
- Approval of Change Order #1 on GS# 109-203 ECM - Lighting Upgrades University Medical Center (Jackson, Mississippi)
- Ratification of Construction, F&E, ITS and WebProcure awards

#### IV. NEXT MEETING DATE

Regular Meeting, Wednesday, May 01, 2013

**OFFICE OF PURCHASING AND TRAVEL  
PUBLIC PROCUREMENT REVIEW BOARD  
MEETING AGENDA  
April 3, 2013**

1. **REQUESTING AGENCY:** University of MS Medical Center  
**CONTRACTOR:** Spacelabs Healthcare  
**AMOUNT OF CONTRACT:** \$704,981.53  
**TERM OF CONTRACT:** N/A one time purchase  
**SCOPE OF CONTRACT:** 9 anesthesia machines & 9 monitors  
**PURCHASE METHOD (PROPOSALS, SINGLE SOURCE, ETC):** competitive bid – low bidder accepted  
**COMMENTS:** The UMMC is requesting approval to purchase 9 anesthesia machines and 9 patient monitors based on results of public bid. Two bids were received and they are taking low bid. Currently, they have 9 areas within the medical center that have to utilize hard copy anesthesia records because the anesthesia machines do not interface with their current software – this new purchase will solve this problem.  
**COMPLIANCE WITH PROCEDURES (YES, NO):** Yes  
If no, explanation:  
**ADDITIONAL COMMENTS IF NEEDED:** Based on the information submitted by the Agency, we ask for the Board's approval contingent upon the issuance of an award letter or a purchase order by the Agency.
2. **REQUESTING AGENCY:** University of MS Medical Center.  
UMMC has purchased a bi-plane cardiovascular x-ray system from Philips Healthcare off of GPO Contract EP-129 in the amount of \$1,698,508. UMMC would like the Board to ratify this purchase.
3. **REQUESTING AGENCY:** University of MS Medical Center.  
UMMC has purchased a bi-plane fixed x-ray system which includes c-arm stand, lateral ARC, and digital imaging from Philips Healthcare off of GPO Contract EP-129 in the amount of \$1,633,786.20. UMMC would like the Board to ratify this purchase.

PUBLIC PROCUREMENT REVIEW BOARD

REGULAR MEETING

April 3, 2013

LEASES

850-000

The Division of Real Property Management requests concurrence and approval of the following:

**(a) RENEWAL LEASES WITH NO INCREASE IN COST OR SPACE:**

<u>Agency</u>	<u>Location</u>	<u>Eff. Date</u>	<u>Type* Space</u>	<u>Previous Sq. Ft.</u>	<u>Proposed Sq. Ft.</u>	<u>Previous** \$/Sq. Ft.</u>	<u>Proposed** \$/Sq. Ft.</u>	<u>%Fed Esc Fund</u>	<u>\$/Year</u>	<u>Lease #</u>
Health	205 W Green Macon	04/01/13 03/31/16	O/WH	2,800	2,800	3.86+UJ rounded	3.86+UJ rounded	N 100	10,800	3905222016A01565
ESS	309 Main Lumberton	07/01/13 06/30/18	T	5,000	5,000	3.36+UJ	3.36+UJ	N 0	16,800	5343732018A01171
ESS	830 Hwy 28 Taylorsville	08/01/13 07/31/18	T	6,000	6,000	4.00+UJ	4.00+UJ	N 0	24,000	5346522018A01175

**(b) NEW LEASES:**

<u>Agency</u>	<u>Location</u>	<u>Eff. Date</u>	<u>Type* Space</u>	<u>Previous Sq. Ft.</u>	<u>Proposed Sq. Ft.</u>	<u>Previous** \$/Sq. Ft.</u>	<u>Proposed** \$/Sq. Ft.</u>	<u>%Fed Esc Fund</u>	<u>\$/Year</u>	<u>Lease #</u>
MDOR	500 Clinton Ctr Clinton	07/01/14 06/30/34	O		187,511		14.94 inc rounded	TIUJ 0	2,800,000	8002532034A07200

This request from the Mississippi Department of Revenue is the highest-scoring proposal following receipt of Best and Final Offers and pursuant to an RFP issued November 1, 2012. Six (6) proposals were received, with the three (3) highest-scoring proposals being short-listed for further evaluation and Best and Final Offers, pursuant to the scoring system issued in the Request for Proposals.

MFC	217 N Madison Kosciusko	04/01/13 06/30/13	O		144		20.84 inc rounded	N 0	3,000	3300412013A07408
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This request from the Mississippi Forestry Commission includes waiving advertisement. MFC has been utilizing space in Kosciusko for the last two (2) years at no cost, and there was a minimal amount of space for file cabinets and one (1) large desk shared by two (2) employees. The property has recently been sold, and MFC had to vacate the space. MFC is requesting this Lease for three (3) months to allow more time for advertisement and proposals to be received.

**(c) OTHER:**

<u>Agency</u>	<u>Location</u>	<u>Eff. Date</u>	<u>Type* Space</u>	<u>Previous Sq. Ft.</u>	<u>Proposed Sq. Ft.</u>	<u>Previous** \$/Sq. Ft.</u>	<u>Proposed** \$/Sq. Ft.</u>	<u>%Fed Esc Fund</u>	<u>\$/Year</u>	<u>Lease #</u>
Health	350 W Wilson Jackson	04/01/13 10/31/15	C	7,500	7,850	13.00 inc	13.00 inc	N 100	102,050	3902512015I01295

This request from the Mississippi State Department of Health includes an addition of 350 square feet to the existing Lease Agreement for counseling and break-out rooms for patrons and clients. All of terms and conditions of the original Lease Agreement remain the same. This Lease originally began on November 1, 2012.

<u>Agency</u>	<u>Location</u>	<u>Eff. Date</u>	<u>Type* Space</u>	<u>Previous Sq. Ft.</u>	<u>Proposed Sq. Ft.</u>	<u>Previous** \$/Sq. Ft.</u>	<u>Proposed** \$/Sq. Ft.</u>	<u>%Fed Esc Fund</u>	<u>\$/Year</u>	<u>Lease #</u>
SOS	1701 24 <sup>th</sup> Ave Gulfport	05/01/13 06/30/15	O	1,705	2,050	11.97 inc	13.47+UJ 14.64+UJ	R 0	27,600 30,000 (Year 2)	7752422016B01731

This request from the Mississippi Secretary of State includes an addition of 345 square feet and an increase in the cost per square foot shown above. The requested increase in space is located on the second (2<sup>nd</sup>) floor of the building and is for additional staff, an increase in clientele, and a client kiosk. The increase in the cost per square foot is attributable to the installation of a new elevator to serve the building, as well as the second (2<sup>nd</sup>) floor being a separate and secured space from the rest of the tenants in the building. This Lease began on July 1, 2011 and was the lower of two (2) proposals received. This Lease was originally approved by the PPRB on June 1, 2011.

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, APRIL 03, 2013

#### SOLE SOURCE FOR PPRB APPROVAL

GS# 105-345

Classroom Bldg. with Parking

Mississippi State University

(Starkville, Mississippi)

#### Sole Source Justification:

The program for the building requires that a classroom / auditorium be provided to seat (2) 200 seat classrooms or when combined "open" would seat 400 students. It is critical that the combining of these two classrooms into one large auditorium be accomplished in an expedient manner in order to meet the requirements for the functions that will be held within this space.

To meet this requirement the project was designed around the SkyFold Classic Powerlift Wall System. This system when activated allows the partition to fold down from the ceiling dividing the auditorium into two equal classrooms. The retraction of the partition, when activated, will fold up into the ceiling which will not take up any floor space for storage of the partition. This system is totally automatic by activating the power switch.

In researching equals to this product our professional has discovered that are none. The closest product is a partition that is manufactured by Hufcor. This partition stacks horizontally in a space that has to be provided at the wall and is erected manually. Each panel must be pulled out, locked down and secured before the next partition panel is placed. The placement of this partition is labor intensive. It should also be noted here that the minimum ceiling height in this space is 14 feet. Because of this height the panel will become a lever, which may cause problems with the support rails at the ceiling as the panels are manually placed.

# AGENDA

## PUBLIC PROCUREMENT REVIEW BOARD

WEDNESDAY, JANUARY 09, 2013

### CHANGE ORDER FOR PPRB APPROVAL

GS# 109-203

ECM - Lighting Upgrades

University Medical Center

(Jackson, Mississippi)

#### CHANGE ORDER #1

Contractor: Total Electric, LLC

Original Contract Sum/Days	\$164,000.00	180 Days
Amount/Days for this Change Order	+\$106,177.32	+169 Days
Net Contract Sum/Days (Including this Change Order)	\$270,177.32	349 Days

Reason for Change Order:

Lighting upgrades to following buildings: Campus Police, Physical Facilities, and Boiler Room A, B and C. Lighting upgrades include replacing of certain T12 fixtures with new T8 fixtures; providing retrofit kits for recessed fixtures and delamping 3-lamp and 4-lamp fixtures to 2-lamp fixtures; replacing lamps, ballasts and sockets in surface mount fixtures; and providing occupancy sensors and timers in the buildings.

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

## AGENDA

### PUBLIC PROCUREMENT REVIEW BOARD

WEDNESDAY, APRIL 03, 2013

#### **Ratification 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 requests ratification of 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 March 1, 2013 through March 31, 2013.

#### **Construction Awards under \$5,000,000.00**

1. **GS# 102-248** Aquatics Facility Renovation – Delta State University (GC001) — Award to David Smith Construction, Inc., Inverness, Mississippi, in the amount of \$416,700.00 (Lowest of 6 bids received)
2. **GS# 202-060** Ellzey Hall Renovations – Copiah-Lincoln Community College (GC001) — Award to Management Services Resource, LLC, Jackson, Mississippi, in the amount of \$1,161,960.00 (Lowest of 9 bids received)
3. **GS# 343-108** Old Armory Stabilization – Fair Commission (Department of Agriculture and Commerce) (GC001) — Award to Coleman Hammons Construction Co., Inc., Pearl, Mississippi, in the amount of \$598,400.00 (Lowest of 3 bids received)
4. **GS#421-090** Power Plant Smoke Stack Demo – Boswell Regional Center (GC001) – Award to Ronald Jefferson d/b/a Salvage Nine, Long Beach, Mississippi, in the amount of \$45,678.00 (Lowest of 3 bids received)
5. **GS#501-155** Grand Village Building Re-Roof – Department of Archives and History (OC001) – Award to Dixie Roofing & Sheet Metal Company, Inc., Pearl, Mississippi, in the amount of \$1,789.92 (1 quote received per code 31-7-13 for under \$5,000.00)

#### **Furniture & Equipment Awards under \$2,000,000.00**

1. **GS# 527-009** F&E-Cooperative Data Center – Information Technology Services (FE017) – Award to Business Interiors, Inc., Ridgeland, Mississippi, in the amount of \$53,942.32 (State Contract OFS #5-420-21342 & Haworth #5-425-21241)

## ITS Awards

1. **GS# 412-183** Campus IT Network – PH I – Mississippi State Hospital (SC001) – Award to Cde Integrated Systems, Inc., Jackson, Mississippi, in the amount of \$176,361.30 (CP-1 20130353)
2. **GS# 527-014** Visualization Project – Information Technology Services (SC033) – Award to Infinite Group, Inc., Pittsford, New York, in the amount of \$37,346.00 (CP-1 20130359)
3. **GS# 550-009** Coastal Wildlife Recovery Ctr – Department of Marine Resources (SC002) — Award to Business Communications, Inc., Dallas, Texas, in the amount of \$4,113.50 (CP-1 20130384)
4. **GS# 640-011** Renovations & Exhibits – Natural Science Museum (SC002) — Award to Access Control Group, Inc., Jackson, Mississippi, in the amount of \$48,970.35 (CP-1 20130381)

## WebProcure Contract

### MDWFP Contract

Title – Calling Panther Lake  
Contract Number – 46413007  
Contractor – Warren & Warren Asphalt Paving, LLC  
Contract Amount - \$123,150.00  
Scope – RV Campground Paving

### MDWFP Contract

Title – Neshoba Lake Campground Construction  
Contract Number – 46413006  
Contractor – Davidson Hauling, Inc.  
Contract Amount - \$346,799.00  
Scope – Park Area Construction/Renovation

### MDWFP Contract

Title – Great River Road Construction  
Contract Number – 46413002  
Contractor – Jackson Construction of Grenada, Inc.  
Contract Amount - \$305,500.00  
Scope – Playground Construction

### MDWFP Contract

Title – Modular Office Building  
Contract Number – 46413009  
Contractor – Modspace, Incorporated  
Contract Amount - \$69,657.00  
Scope – Office building construction located in Enid, MS

# PUBLIC PROCUREMENT REVIEW BOARD

## SPECIAL MEETING

TUESDAY, APRIL 16, 2013

A special meeting of the Public Procurement Review Board was held at 2:30 p.m. in the 13<sup>th</sup> floor Conference Room of the Woolfolk State Office Building located in Jackson, Mississippi.

### PRESENT

Mr. Kevin J. Upchurch, Chairman  
Mr. Freddie M. "Flip" Phillips, Vice Chair

### ABSENT

Mr. Milo J. Crabtree, Member

### OTHERS

Mr. Rick Snowden, Deputy Executive Director, DFA  
Mr. Brooks Moore, Director of Real Property Management, DFA  
Ms. Monica Ritchie, Director of the Office of Purchasing and Travel, DFA  
Ms. Aubrey Leigh Goodwin, Special Assistant Attorney General, DFA  
Ms. Melody Coulson, PPRB Recorder, DFA

The Chairman called the meeting to order.

### OFFICE OF PURCHASING, TRAVEL & FLEET MANAGEMENT (OPTFM)

Ms. Ritchie presented 2 items.

1. The University of Mississippi is requesting approval of a one time purchase contract with Mega Industries, LLC in the amount of \$523,053.66 for radio transmission lines and parts for physics research. The equipment is going to be used to accelerate particles smaller than atoms in a physics experiment. This was the only bid received. Mr. Phillips made a motion to approve. Mr. Upchurch seconded, and the motion carried.
2. The University of MS Medical Center (UMMC) is requesting an exemption to the regulations of Chapter 8 "Disposal of Personal Property" (8.101.01.2). This chapter relates to personal property which becomes surplus to the agency or is obsolete or inoperable but still has a residual value and the agency wants to trade the equipment in to receive a discount off the purchase price. Since UMMC has authority to purchase through a group purchasing organization (GPO) and is exempt from bid requirements, UMMC asks to be exempt regarding the "disposal of personal property requirements" as well, to give UMMC the ability to trade-in surplus property on a GPO purchase without advertising for the value of the trade. Mr. Phillips made a motion that OPTFM will send the University of MS Medical Center a letter that this will be approved annually by fiscal year. This particular waiver will be granted from now until June 2014. Mr. Upchurch seconded, and the motion carried.

## **PUBLIC PROCUREMENT REVIEW BOARD**

### **Special Meeting**

**Tuesday, April 16, 2013**

Page 2

### **BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT**

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

The Board reviewed (b) New Leases. First was a request from the Mississippi State Department of Health (MSDH) which includes waiving advertisement. MSDH has created a new office within the Department known as the Office of Health Promotion and Health Equity. This new office combines three (3) existing offices – the Office of Preventative Health, the Office of Tobacco Control, and the Office of Health Disparity Elimination. The Office of Tobacco Control is currently located in the Atrium Building in Ridgeland with other Health offices. Health needs the two (2) remaining offices to be in close proximity to the current location, because these three (3) groups will now work closely with each other on a daily basis. This space is located less than one (1) mile from the Atrium Building. Mr. Phillips made a motion to approve. Mr. Upchurch seconded, and the motion carried.

Second was a request from the Mississippi Department of Public Safety (MDPS) which includes waiving advertisement and includes canceling Lease Number 670-412-16A, pursuant to Section 14 of the Lease Agreement. In November, 2012 and again in December, 2012, MDPS delivered letters to the previous Lessor indicating items related to the building that needed to be fixed or repaired in a timely fashion. As of the end of December, several items remained to be fixed, and the Lessor had not yet begun any work. Specific problems include damage to the metal canopy, water intrusion into the building, and exposed rebar and metal on the CDL parking pad. Because of these issues, DPS sought an alternative location as soon as possible and terminated the Lease effective February 28, 2013. Mr. Upchurch asked what are the emergency leasing procedures. Mr. Moore said that there were none. Mr. Upchurch requested that Real Property Management develop some emergency leasing procedures. Mr. Phillips made a motion to approve for 6 months contingent upon there being no lease signed and no payments made.

The Board reviewed (c) Other.

1. A request from the Department of Finance and Administration (DFA) includes an increase in the rental amount from \$8.98 per square foot to \$9.80 per square foot for storage of items from the Mississippi Governor's Mansion. This request was originally approved by the PPRB on February 6, 2013 at the rate of \$8.98 per square foot, including utilities. DFA did not find out until after the approval that the rate would increase across the board for all customers; therefore, DFA requests approval of this lease at the new cost per square foot of \$9.80, including utilities, and effective on the start date 2/20/13. Mr. Phillips made the motion to approve as recommended by the Division of Real Property Management, contingent upon fully executed leases, Mr. Upchurch seconded, and the motion carried.
2. A request from the Mississippi Division of Medicaid includes the following modifications:
  - a. Modification of the start date of the Lease from March 1, 2012 to June 1, 2012 and modification of the expiration date of the Lease from February 28, 2022 to May 31, 2022. The building was not ready for occupancy by the date of March 1, 2012 so the previous lease was extended until the new building could be complete.
  - b. Modification of the cost per square foot from \$12.80, excluding utilities and janitorial services, to \$13.57 per square foot, excluding utilities and janitorial services. This increase is for the installation, maintenance, and upkeep of a generator and LAN room to serve as Medicaid's emergency back-up for data services across the State. The generator and LAN room were

**PUBLIC PROCUREMENT REVIEW BOARD**

**Special Meeting**

**Tuesday, April 16, 2013**

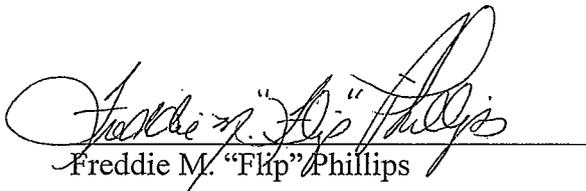
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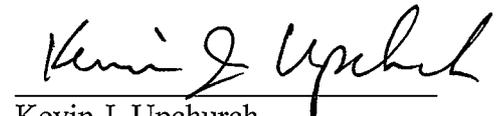
specifically requested by Medicaid following the original RFP for this space and were not included in the original specifications for space.

Mr. Phillips made a motion to table this item until the next meeting. Mr. Upchurch seconded and the motion carried.

3. A request from the DFA to modify Lease number is 899-251-15A for DFA employees and patrons of the Woolfolk State Office Building from monthly payments to one payment every six months. The request is due to the fact that there are a significant number of owners for the property, and heirs to the property. These payments are made to a trust account each month, with the proportionate shares sent to each property owner each month. Due to this, there have become some issues with some owners receiving payments in a timely fashion. The previous leases at this location had a provision allowing for payments to be made at six (6) month intervals, twice per year. DFA requested to modify the existing lease to those payment terms that were in the previous leases for this lot. Mr. Phillips made a motion to approve. Mr. Upchurch seconded, and the motion carried.

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

  
Freddie M. "Flip" Phillips

  
Kevin J. Upchurch

**AGENDA**

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

**TUESDAY, APRIL 16, 2013**

**I. OFFICE OF PURCHASING, TRAVEL AND FLEET MANAGEMENT**

- Approval for the University of Mississippi to make a purchase
- Approval for the University of Mississippi Medical Center to be exempt from the regulations of Chapter 8

**II. BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT**

Mr. Brooks Moore, Director of the Real Property Management, requests the following:

- Leases

**OFFICE OF PURCHASING AND TRAVEL  
PUBLIC PROCUREMENT REVIEW BOARD  
SPECIAL MEETING AGENDA  
April 16, 2013**

1. REQUESTING AGENCY: The University of Mississippi  
CONTRACTOR: Mega Industries, LLC  
AMOUNT OF CONTRACT: \$523,053.66  
TERM OF CONTRACT: N/A one time purchase  
SCOPE OF CONTRACT: radio frequency transmission lines and parts  
PURCHASE METHOD (PROPOSALS, SINGLE SOURCE, ETC): competitive bid – one bid received  
COMMENTS: The University of Mississippi is requesting approval to purchase radio transmission lines and parts for physics research. The equipment is going to be used to accelerate particles smaller than atoms in a physics experiment.  
COMPLIANCE WITH PROCEDURES (YES, NO): Yes  
If no, explanation:  
ADDITIONAL COMMENTS IF NEEDED: Based on the information submitted by the Agency, we ask for the Board's approval contingent upon the issuance of an award letter or a purchase order by the Agency.
2. The University of MS Medical Center is requesting an exemption to the regulations of Chapter 8 "Disposal of Personal Property" (8.101.01.2). This chapter relates to personal property which becomes surplus to the agency or is obsolete or inoperable but still has a residual value and the agency wants to trade the equipment in to receive a discount off the purchase price.

8.101.01.2 states: "when trading-in a commodity and applying the revenue towards a reduction in the purchase price, the agency must evaluate the value of the commodity being traded as well as the value of the item being procured to determine the proper methods of soliciting bids. If the estimated value of the trade-in commodity exceeds \$50,000, then the transaction shall be advertised." If the estimated value of the trade-in commodity was between \$5,000 and \$50,000 then they would be required to get two quotes.

Since UMMC has authority to purchase through a group purchasing organization and is exempt from bid requirements, they are asking to be exempt regarding the "disposal of personal property requirements" as well.

PUBLIC PROCUREMENT REVIEW BOARD

SPECIAL MEETING

April 16, 2013

LEASES

850-000

The Division of Real Property Management requests concurrence and approval of the following:

**(a) RENEWAL LEASES WITH NO INCREASE IN COST OR SPACE:**

<u>Agency</u>	<u>Location</u>	<u>Eff. Date</u>	<u>Type* Space</u>	<u>Previous Sq. Ft.</u>	<u>Proposed Sq. Ft.</u>	<u>Previous** \$/Sq. Ft.</u>	<u>Proposed** \$/Sq. Ft.</u>	<u>%Fed Esc Fund</u>	<u>\$/Year</u>	<u>Lease #</u>
NMRC	5190 Hwy 61 Clarksdale	05/01/13 04/30/16	WS	8,000	8,000	4.00+UJ	4.00+UJ	N 0	32,000	5352212016B01683
NMRC	921 McWhirter Ecu	05/01/13 04/30/18	WS	6,000	6,000	3.10+UJ	3.10+UJ	N 0	18,600	5355812013A01587
NMRC	107 Harper Corinth	06/01/13 05/31/18	WS	7,000	7,000	3.73+UJ rounded	3.73+UJ rounded	N 0	26,100	5350212018A01478

**(b) NEW LEASES:**

<u>Agency</u>	<u>Location</u>	<u>Eff. Date</u>	<u>Type* Space</u>	<u>Previous Sq. Ft.</u>	<u>Proposed Sq. Ft.</u>	<u>Previous** \$/Sq. Ft.</u>	<u>Proposed** \$/Sq. Ft.</u>	<u>%Fed Esc Fund</u>	<u>\$/Year</u>	<u>Lease #</u>
Health	705 Pear Orchard Ridgeland	06/01/13 12/14/16	O		10,160		13.00 inc	N 100	132,080	3904522016A07291
DPS	589 N Coley Tupelo	03/04/13 03/03/16	O		3,267		9.19+UJ rounded	N 0	30,000	6704122016B07249

This request from the Mississippi State Department of Health includes waiving advertisement. MSDH has created a new office within the Department known as the Office of Health Promotion and Health Equity. This new office combines three (3) existing offices – the Office of Preventative Health, the Office of Tobacco Control, and the Office of Health Disparity Elimination. The Office of Tobacco Control is currently located in the Atrium Building in Ridgeland with other Health offices. Health needs the two (2) remaining offices to be in close proximity to the current location, because these three (3) groups will now work closely with each other on a daily basis. This space is located less than one (1) mile from the Atrium Building.

This request from the Mississippi Department of Public Safety includes waiving advertisement and includes canceling Lease Number 670-412-16A, pursuant to Section 14 of the Lease Agreement. In November, 2012 and again in December, 2012, DPS delivered letters to the previous Lessor indicating items related to the building that needed to be fixed or repaired in a timely fashion. As of the end of February, several items remained to be fixed, and the Lessor had not yet begun any work. Specific problems include damage to the metal canopy, water intrusion into the building, and exposed rebar and metal on the CDL parking pad. Because of these issues, DPS sought an alternative location as soon as possible and terminated the Lease effective February 28, 2013.

(c) OTHER:

Agency	Location	Eff. Date	Type* Space	Previous Sq. Ft.	Proposed Sq. Ft.	Previous** \$/Sq. Ft.	Proposed** \$/Sq. Ft.	%Fed Esc Fund	\$/Year	Lease #
DFA	304 S State Jackson	02/20/13 01/19/14 mo to mo	S	294	294	8.98 inc rounded	9.80 inc rounded	N 0	2,880 2,640	3252512014A01654 (11 Months)

This request from the Department of Finance and Administration includes an increase in the rental amount from \$8.98 per square foot to \$9.80 per square foot for storage of items from the Mississippi Governor's Mansion. This request was originally approved by the PPRB on February 6, 2013 at the rate of \$8.98 per square foot, including utilities. DFA did not find out until after the approval that the rate would increase; therefore, DFA requests approval of this lease at the new cost per square foot of \$9.80, including utilities, and an effective on the start date of the Lease above.

Medi- -caid	545 JM Ash Holly Springs	06/01/12 05/31/22	O	8,000	8,000	12.80+UJ	13.57+UJ rounded	TI 50	116,540	5154712022B01805
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This request from the Mississippi Division of Medicaid includes the following modifications:

- Modification of the start date of the Lease from March 1, 2012 to June 1, 2012 and modification of the expiration date of the Lease from February 28, 2022 to May 31, 2022. The building was not ready for occupancy by the date of March 1, 2012 so the previous lease was extended until the new building could be complete.
- Modification of the cost per square foot from \$12.80, excluding utilities and janitorial services, to \$13.57 per square foot, excluding utilities and janitorial services. This increase is for the installation, maintenance, and upkeep of a generator and LAN room to serve as Medicaid's emergency back-up for data services across the State. The generator and LAN room were specifically requested by Medicaid following the original RFP for this space and were not included in the original specifications for space.

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





STATE OF MISSISSIPPI  
GOVERNOR PHIL BRYANT

DEPARTMENT OF FINANCE AND ADMINISTRATION

KEVIN J. UPCHURCH  
EXECUTIVE DIRECTOR

# NOTICE

A Special Meeting of the

## **PUBLIC PROCUREMENT REVIEW BOARD**

will be held Tuesday, April 16, 2013, 2:30 p.m. in the  
13th floor Conference Room  
Woolfolk State Office Building

Agenda: University of MS purchase  
University of MS Medical Center exemption  
RPM Leases  
Other Business

# **PUBLIC PROCUREMENT REVIEW BOARD**

## **SPECIAL MEETING**

**TUESDAY, APRIL 23, 2013**

A special meeting of the Public Procurement Review Board was held at 9:00 a.m. in the 13<sup>th</sup> floor Conference Room of the Woolfolk State Office Building located in Jackson, Mississippi.

### **PRESENT**

Mr. Kevin J. Upchurch, Chairman  
Mr. Freddie M. "Flip" Phillips, Vice Chair  
Mr. Milo J. Crabtree, Member

### **OTHERS**

Mr. Rick Snowden, Deputy Executive Director, DFA  
Mr. Brooks Moore, Director of Real Property Management, DFA  
Mr. Glenn Kornbrek, Director of the Bureau of Building, Grounds and Real Property Management, DFA  
Ms. Aubrey Leigh Goodwin, Special Assistant Attorney General, DFA  
Ms. Melody Coulson, PPRB Recorder, DFA

The Chairman called the meeting to order.

## **BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT**

### **Construction**

Mr. Kornbrek presented the following:

1. A request to approve Change Order #4 on GS# 645-005 Percy Quin Emergency Dam Repair Division of Fisheries (Department of Wildlife, Fisheries and Parks) (McComb, Mississippi). This Change Order will add +\$760,587.05 and +77 Days for a total contract of \$2,183,897.94 and 278 Days. The reason for this change order is to widen and increase the height of the dam per Department of Environmental Quality requirements, LW-4 Dam Safety Requirements and Pump rental for the gold course irrigation during the additional construction time. Mr. Crabtree made a motion to approve. Mr. Phillips seconded and the motion carried.
2. A request to approve Change Order #9 on GS# 525-021 Office Expansion/Renovation Department of Rehabilitation Services (Madison, Mississippi). This Change Order will add +\$1,078,631.00 and +29 Days for a total contract of \$12,258,706.00 and 544 Days. The reason for this change order is to [1]delete milling and paving from specified areas and replace scope with undercut, fill with suitable material, and pave. [2]Add Motion Sensors and safety appurtenances to Main Entry doors 6 & 8. [3]Construct audio visual room at east end of auditorium per using Agency's request. [4]Saw-cut floor slabs and replace structure to mount floor mounted urinals per Using Agency's request. [5]Increase the number of television locations in the auditorium by 2. Install 2 additional power and cable outlets. Mr. Crabtree made a motion to approve. Mr. Phillips seconded and the motion carried.

**PUBLIC PROCUREMENT REVIEW BOARD**

**Special Meeting**

**Tuesday, April 23, 2013**

Page 2

**Leases**

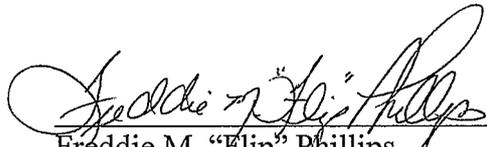
Mr. Moore presented (a) New Lease. Mr. Moore presented a request from the Mississippi Department of Public Safety which was considered by the Board at the Special Meeting on April 16, 2013. The request included waiving advertisement and canceling Lease Number 670-412-16A, pursuant to Section 14 of the Lease Agreement. In November, 2012 and again in December, 2012, DPS delivered letters to the previous Lessor indicating items related to the building that needed to be fixed or repaired in a timely fashion. As of the end of December, several items remained to be fixed, and the Lessor had not yet begun any work. Specific problems include damage to the metal canopy, water intrusion into the building, and exposed rebar and metal on the CDL parking pad. Because of these issues, DPS sought an alternative location as soon as possible and terminated the Lease effective February 28, 2013. Due to the time frame required for advertisements and receipt of proposals, this location was selected on an emergency basis due to its availability and the ability to have the building ready for occupancy by March 1, 2013. Mr. Phillips made the motion to rescind the Board's action of April 16, 2013 and to approve this new Lease as recommended by the Division of Real Property Management, contingent upon a fully executed lease, Mr. Crabtree seconded, and the motion carried.

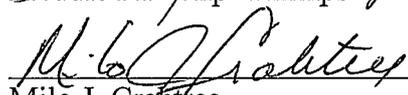
The Board reviewed (b) Other. A request from the Mississippi Division of Medicaid includes the following:

- Rescinding the April 25, 2012 PPRB action of an increase to \$13.36 per square foot, excluding utilities and janitorial services, because the Lessor would not agree to the increase without an additional increase for upkeep and maintenance to the generator and LAN room.
- Rescinding the December 5, 2012 PPRB action of an increase to \$13.56, excluding utilities and janitorial services, because the Lessor would not agree to the effective date of the increase which was January 1, 2013.

The Mississippi Division of Medicaid requests that the Lease Amendment be for \$13.57 per square foot, excluding utilities and janitorial services, for installation, upkeep, and maintenance of the generator and LAN room. This request also includes modification of the start date of the Lease from May 1, 2012 to June 1, 2012 and modification of the expiration from February 28, 2022 to May 31, 2022. Because these improvements were made prior to June 1, 2012 when the Lease began, RPM concurs that the Lessor is entitled to a lump-sum payment in the amount of \$5,614.62. Mr. Phillips made a motion to approve. Mr. Crabtree seconded and the motion carried.

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

  
Freddie M. "Flip" Phillips

  
Milo J. Crabtree

  
Kevin J. Upchurch





STATE OF MISSISSIPPI  
GOVERNOR PHIL BRYANT

DEPARTMENT OF FINANCE AND ADMINISTRATION

KEVIN J. UPCHURCH  
EXECUTIVE DIRECTOR

# NOTICE

A Special Meeting of the

## **PUBLIC PROCUREMENT REVIEW BOARD**

will be held Tuesday, April 23, 2013, 9:00 a.m. in the  
13th floor Conference Room  
Woolfolk State Office Building

Agenda: Approval of Change Order #4 on GS#645-005 Isaac-Percy Quin Emergency Dam Repair and  
Other Business

**AGENDA**

**PUBLIC PROCUREMENT REVIEW BOARD**  
**Special Meeting**  
**9:00 a.m.**

**TUESDAY, APRIL 23, 2013**

**I. BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT**

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

- Approval of Change Order #4 on GS#645-005 Isaac-Percy Quin Emergency Dam Repair

Mr. Brooks Moore, Director of the Real Property Management, requests the following:

- Leases

AGENDA

PUBLIC PROCUREMENT REVIEW BOARD

WEDNESDAY, APRIL 23, 2013

CHANGE ORDER FOR PPRB APPROVAL

GS# 645-005

Isaac-Percy Quin Emergency Dam Repair

Division of Fisheries

(Department of Wildlife, Fisheries, and Parks)

(Crystal Springs, Mississippi)

**CHANGE ORDER #4**

Contractor: Eutaw Construction Company, Incorporated

Original Contract Sum/Days	\$1,299,828.50	180 Days
Net Change Sum/Days by Previous Change Orders	\$ 123,482.29	21 Days
Contract Sum/Days Prior to this Change Order	\$1,423,310.79	201 Days
Amount/Days for this Change Order	+\$ 760,587.05	+77 Days
Net Contract Sum/Days (Including this Change Order)	\$2,183,897.84	278 Days

Reason for Change Order:

1. Widen and increase height of dam per DEQ requirements, LW-4 Dam Safety Requirements.
2. Pump rental for golf course irrigation during additional construction time.

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

PUBLIC PROCUREMENT REVIEW BOARD

SPECIAL MEETING

April 23, 2013

LEASES

850-000

The Division of Real Property Management requests concurrence and approval of the following:

(a) **NEW LEASES:**

<u>Agency</u>	<u>Location</u>	<u>Eff. Date</u>	<u>Type* Space</u>	<u>Previous Sq. Ft.</u>	<u>Proposed Sq. Ft.</u>	<u>Previous** \$/Sq. Ft.</u>	<u>Proposed** \$/Sq. Ft.</u>	<u>%Fed Esc Fund</u>	<u>\$/Year</u>	<u>Lease #</u>
DPS	589 N Coley Tupelo	03/04/13 03/03/16	O		3,267		9.19+UJ rounded	N 0	30,000	6704122016B07249

This request from the Mississippi Department of Public Safety includes waiving advertisement and includes canceling Lease Number 670-412-16A, pursuant to Section 14 of the Lease Agreement. In November, 2012 and again in December, 2012, DPS delivered letters to the previous Lessor indicating items related to the building that needed to be fixed or repaired in a timely fashion. As of the end of February, several items remained to be fixed, and the Lessor had not yet begun any work. Specific problems include damage to the metal canopy, water intrusion into the building, and exposed rebar and metal on the CDL parking pad. Because of these issues, DPS sought an alternative location as soon as possible and terminated the Lease effective February 28, 2013. Due to the time frame required for advertisements and receipt of proposals, this location was selected due to its availability and the ability to have the building ready for occupancy by March 1, 2013.

(b) **OTHER:**

<u>Agency</u>	<u>Location</u>	<u>Eff. Date</u>	<u>Type* Space</u>	<u>Previous Sq. Ft.</u>	<u>Proposed Sq. Ft.</u>	<u>Previous** \$/Sq. Ft.</u>	<u>Proposed** \$/Sq. Ft.</u>	<u>%Fed Esc Fund</u>	<u>\$/Year</u>	<u>Lease #</u>
Medi- -caid	545 JM Ash Holly Springs	06/01/12 05/31/22	O	8,000	8,000	12.80+UJ	13.57+UJ rounded	TI 50	108,525	5154712022B01805

This request from the Mississippi Division of Medicaid includes the following:

- Rescinding the April 25, 2012 PPRB board action of an increase to \$13.36 per square foot, excluding utilities and janitorial services, because the Lessor would not agree to the increase without an additional increase for upkeep and maintenance to the generator and LAN room.
- Rescinding the December 5, 2012 PPRB board action of an increase to \$13.56, excluding utilities and janitorial services, because the Lessor would not agree to the effective date of the increase which was January 1, 2013.

The Mississippi Division of Medicaid requests that the Lease Amendment be for \$13.57 per square foot, excluding utilities and janitorial services, for installation, upkeep, and maintenance of the generator and LAN room. This request also includes modification of the start date of the Lease from May 1, 2012 to June 1, 2012 and modification of the expiration from February 28, 2022 to May 31, 2022. Because these improvements were made prior to June 1, 2012 when the Lease began, RPM concurs that the Lessor is entitled to a lump-sum payment in the amount of \$5,614.62.

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

# PUBLIC PROCUREMENT REVIEW BOARD

## REGULAR MEETING

WEDNESDAY, MAY 01, 2013

A regular meeting of the Public Procurement Review Board was held at 2:00 p.m. in the 13<sup>th</sup> floor Conference Room of the Woolfolk State Office Building located in Jackson, Mississippi.

### PRESENT

Mr. Kevin J. Upchurch, Chairman  
Mr. Freddie M. "Flip" Phillips, Vice Chair  
Mr. Milo J. Crabtree, Member

### OTHERS

Mr. Lance Fulcher, Director of the Office of Purchasing, Travel and Fleet Management, DFA  
Mr. Rick Snowden, Deputy Executive Director, DFA  
Mr. Glenn Kornbrek, Director of the Bureau of Building, Grounds and Real Property Management, DFA  
Mr. Brooks Moore, Director of Real Property Management, DFA  
Ms. Aubrey Leigh Goodwin, Special Assistant Attorney General, DFA  
Ms. Melody Coulson, PPRB Recorder, DFA

The Chairman called the meeting to order and commenced the meeting with prayer.

### MINUTES

Mr. Upchurch asked if the Minutes had been reviewed for the following meetings:

Regular Meeting, Wednesday, April 03, 2013  
Special Meeting, Tuesday, April 16, 2013  
Special Meeting, Tuesday, April 23, 2013

Mr. Upchurch called for a motion to approve the above-mentioned Minutes. Mr. Phillips made the motion to approve, Mr. Crabtree seconded and the motion carried.

### OFFICE OF PURCHASING, TRAVEL & FLEET MANAGEMENT (OPTFM)

Mr. Fulcher presented 2 items.

1. A request on behalf of the Mississippi Department of Transportation (MDOT) to purchase five (5) 32/36 Passenger Apollo buses (with options) for the rural transportation program from Bus Group LLC, in the amount of \$767,735.00, from the agency contract. Mr. Phillips made the motion to approve. Mr. Crabtree seconded and the motion carried.
2. A request on behalf of the Mississippi Alternative Housing Program to acknowledge disposed/donated units per its disposal procedures. There were no questions. The Board acknowledged the request.

**PUBLIC PROCUREMENT REVIEW BOARD**

**Regular Meeting**

**Wednesday, May 01, 2013**

Page 2

**BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT**

**Leases**

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

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

The Board reviewed (c) New Lease. Mr. Moore explained the new lease. Mr. Crabtree made the motion to approve (c) as recommended by the Division of Real Property Management, contingent upon a fully executed lease, Mr. Phillips seconded, and the motion carried.

The Board reviewed (d) Land Leases. Mr. Moore explained the land lease. Mr. Phillips made the motion to approve (d) as recommended by the Division of Real Property Management, contingent upon fully executed leases, Mr. Crabtree seconded, and the motion carried.

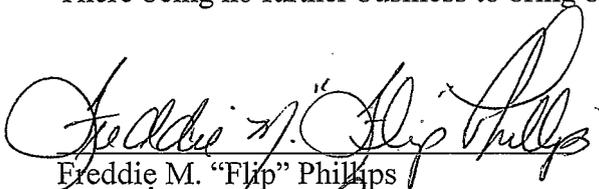
The Board reviewed (e) Farmland. Mr. Moore explained the farmland lease. Mr. Phillips made the motion to approve (e) as recommended by the Division of Real Property Management, contingent upon fully executed leases, Mr. Crabtree seconded, and the motion carried.

**Construction**

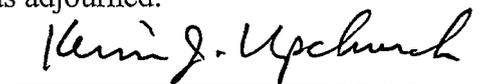
Mr. Glenn Kornbrek, presented the following:

1. Approval of Change Order #4 for GS# 507-039 Kosciusko Nursing Home RR, Mississippi State Veterans Affairs Board. The Contractor is The ArCon Group MS LLC. The Contract Sum prior to this change order \$1,459,625.35 and 575 Days. This Change Order adds +\$85,808.05 and +30 Days. The Net Contract Sum is \$1,545,433.40 and 605 Days. Mr. Crabtree made a motion to approve. Mr. Phillips seconded, and the motion carried.
2. Ratification of the Construction, F&E, ITS and WebProcure awards. Mr. Phillips made a motion to ratify. Mr. Crabtree seconded, and the motion carried.

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

  
Freddie M. "Flip" Phillips

  
Milo J. Crabtree

  
Kevin J. Upchurch

# AGENDA

## PUBLIC PROCUREMENT REVIEW BOARD

Regular Meeting

2:00 p.m.

WEDNESDAY, MAY 01, 2013

### I. MEETING MINUTES

- Approval of Minutes for the Regular Meeting, Wednesday, April 03, 2013
- Approval of Minutes for the Special Meeting, Tuesday, April 16, 2013
- Approval of Minutes for the Special Meeting, Tuesday, April 23, 2013

### II. OFFICE OF PURCHASING, TRAVEL AND FLEET MANAGEMENT

Mr. Lance Fulcher, Director of the Office of Purchasing, Travel and Fleet Management, requests the following:

- Approval of 1 MDOT Contract
- Acknowledgement of disposed/donated units per the Mississippi Housing Alternative Pilot Program

### III. BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT

Mr. Brooks Moore, Director of Real Property Management, requests approval of the following:

- Renewal Leases with no Increase in Cost or Space (a)
- Renewal Leases with an Increase in Cost or Space (b)
- New Leases (c)
- Land Leases (d)
- Farmland (e)

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

- Approval of Change Order #4 for GS# 507-039 Kosciusko Nursing Home RR, Mississippi State Veterans Affairs Board
- Ratification of Construction, F&E, ITS and WebProcure awards

### IV. NEXT MEETING DATE

Regular Meeting, Wednesday, June 05, 2013

**OFFICE OF PURCHASING AND TRAVEL  
PUBLIC PROCUREMENT REVIEW BOARD  
MEETING AGENDA  
May 1, 2013**

1. REQUESTING AGENCY: MS Dept of Transportation  
CONTRACTOR: Bus Group LLC  
AMOUNT OF CONTRACT: \$767,735.00  
TERM OF CONTRACT: July 1, 2012 through June 30, 2013  
SCOPE OF CONTRACT: Passenger Bus & Passenger ADA Bus  
PURCHASE METHOD (PROPOSALS, SINGLE SOURCE, ETC): Agency Contract  
COMMENTS: MDOT is requesting the purchase of five (5) 32/36 passenger Apollo buses (with options) for the rural transportation program.  
COMPLIANCE WITH PROCEDURES (YES, NO): Yes  
If no, explanation: N/A  
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.
  
2. Per the MAHP disposal procedures approved by PPRB on September 3, 2008, a list of disposed/donated units must be submitted to PPRB to be noted in the minutes of PPRB. See attached list of units for April 2013.

MEMA Monthly MAHPP Disposal Report to PPRB and Office of Insurance, State Fire Marshal  
 Mississippi Alternative Housing Pilot Project Mississippi Cottage Transfers

Report Date (Mo, Year): April 5, 2013

Report Month: MAR 2013 \$ 250.00

(T or I) Transfers: \_\_\_\_\_  
 (DS) Disposals: \_\_\_\_\_  
 (S) Sales: 1  
 (D) Donations: \_\_\_\_\_

Total			Last Name or Entity				\$250.00	\$ 250.00	1		
Unit Bar Code	MS State Tracking	Unit No	Last Name or Entity	First Name	Address and Phone	Sale Price	Transfer Date	Type	Unit Description	PRPB Report	
<b>March's Activity</b>											
881	2561	2	Morel	Randy	9082 Orange St., Bay St. Louis, MS 39520	\$250.00	03/12/13	S	2 Bedroom	4/5/2013	

PUBLIC PROCUREMENT REVIEW BOARD

REGULAR MEETING

May 1, 2013

LEASES

850-000

The Division of Real Property Management requests concurrence and approval of the following:

**(a) RENEWAL LEASES WITH NO INCREASE IN COST OR SPACE:**

Agency	Location	Eff. Date	Type* Space	Previous Sq. Ft.	Proposed Sq. Ft.	Previous** \$/Sq. Ft.	Proposed** \$/Sq. Ft.	%Fed Esc Fund	\$/Year	Lease #
Audit	4195 Hwy 80 Pearl	06/01/13 04/30/14 mo to mo	S	100	100	7.80 inc	7.80 inc	N 0	780 715	0856122014A07357 (11 Months)
Emp Sec	226 N MLK Indianola	06/01/13 06/30/13	O	3,200	3,200	7.14+UJ	7.14+UJ	N 100	22,848 1,904	2606712013B00875 (1 Month)
Medi-Caid	400 W Amite Jackson	06/01/13 04/30/14 mo to mo	S	1,200	1,200	6.75 inc	6.75 inc	N 0	8,100 7,425	5152512014A01533 (11 Months)
HRC	2048 Attala Kosciusko	05/01/13 04/30/18	WS	6,000	6,000	2.55+UJ	2.55+UJ	N 0	15,300	5400412018A01578
Homeland Security	1230 Raymond Jackson	07/01/13 06/30/14	O	3,811	3,811	14.50 inc	14.50 inc	N 100	55,620	6702512014B01773
Funeral Services	Lakeland Cove Flowood	06/01/13 05/31/18	O	2,000	2,000	14.04+J	14.04+J	TU 0	28,080	3356152018A01753

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

Agency	Location	Eff. Date	Type* Space	Previous Sq. Ft.	Proposed Sq. Ft.	Previous** \$/Sq. Ft.	Proposed** \$/Sq. Ft.	%Fed Esc Fund	\$/Year	Lease #
Air Trans	110 S Hangar Jackson	07/01/13 06/30/14	O/WH	3,432	3,432	7.07 inc rounded	7.18 inc rounded	N 0	24,612	0552512014G07296

**(c) NEW LEASES:**

Agency	Location	Eff. Date	Type* Space	Previous Sq. Ft.	Proposed Sq. Ft.	Previous** \$/Sq. Ft.	Proposed** \$/Sq. Ft.	%Fed Esc Fund	\$/Year	Lease #
DHS	461 Parker Biloxi	05/01/13 04/30/18	O		10,374		17.36+J rounded	N 50	180,000	8652412018A00138

(d) LAND LEASES:

<u>Agency</u>	<u>Location</u>	<u>Eff. Date</u>	<u>Type* Space</u>	<u>Previous Sq. Ft.</u>	<u>Proposed Sq. Ft.</u>	<u>Previous** \$/Sq. Ft.</u>	<u>Proposed** \$/Sq. Ft.</u>	<u>%Fed Esc Fund</u>	<u>\$/Year</u>	<u>Lease #</u>
Air Trans	155 S Hangar Jackson	07/01/13 06/30/14	LD (Trailer)	12,500	12,500	0.25 inc	0.25 inc	N 0	3,125	8992512014J00248

(e) FARMLAND:

Consider a request from Boswell Regional Center to lease twenty-five (25) acres for a period of one (1) year, commencing on May 1, 2013 and expiring on April 30, 2014. This lease is for hay-cutting on the property. This was the only bid received following advertisements. The full amount of the lease has been provided to Boswell Regional Center with the bid. This Lease Request is being presented to the PPRB pursuant to Mississippi Code Section 41-4-7(jj), which requires that all leases by the Department of Mental Health to private entities be approved by the Department of Finance and Administration and filed with the Secretary of State.

Lessee: Donny Welch  
Amount: \$100.00 per year  
Acreage: 25 Acres

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 01, 2013**

**CHANGE ORDER FOR PPRB APPROVAL**

**GS# 507-039**

**Kosciusko Nursing Home RR**

**Mississippi State Veterans Affairs Board**

**CHANGE ORDER #4**

Contractor: The ArCon Group MS LLC

Original Contract Sum/Days	\$1,188,045.00	100 Days
Net Change Sum/Days by Previous Change Orders	\$ 271,580.35	475 Days
Contract Sum/Days Prior to this Change Order	\$1,459,625.35	575 Days
Amount/Days for this Change Order	+\$ 85,808.05	+30 Days
Net Contract Sum/Days (Including this Change Order)	\$1,545,433.40	605 Days

Reason for Change Order:

At the request of the Using Agency, asphalt repair work and new asphalt overlay topping on the existing asphalt areas are being added to the project.

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

## AGENDA

### PUBLIC PROCUREMENT REVIEW BOARD

WEDNESDAY, MAY 01, 2013

#### **Ratification 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 requests ratification of 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, 2013 through April 30, 2013.

#### **Construction Awards under \$5,000,000.00**

1. **GS# 105-347** Campus Roofing – PH I – Mississippi State University (GC001) — Award to E Cornell Malone Corporation, Jackson, Mississippi, in the amount of \$548,600.00 (Lowest of 7 bids received)
2. **GS# 107-309** Campus Roofing – PH I – University of Mississippi (GC001) — Award to Accurate Roofing Co., Inc., Potts Camp, Mississippi, in the amount of \$318,582.00 (Lowest of 6 bids received)
3. **GS# 108-277** Res. Hall Sprinkler – PH II – University of Southern Mississippi (OC001) — Award to Pedesco, Inc., Hattiesburg, Mississippi, in the amount of \$45,660.00 (Lowest of 2 quotes received)
4. **GS# 113-135** Campus Roofing – PH I – Mississippi State University-Division of Agriculture, Forestry & Vet Medicine (GC002) — Award to Graham Roofing Incorporated, West Point, Mississippi, in the amount of \$361,924.00 (Lowest of 5 bids received)
5. **GS# 202-065** Campus Roofing – PH II – Copiah-Lincoln Community College (GC001) – Award to Mandal's, Inc., Gulfport, Mississippi, in the amount of \$199,516.00 (Lowest of 4 Bids received)
6. **GS# 206-070** HVAC Renovations – Holmes Community College (GC002) — Award to Upchurch Plumbing, Inc., Greenwood, Mississippi, in the amount of \$896,900.00 (Second Lowest of 6 bids received) (Low Bidder, Tri-Star Mechanical Contractors, Inc., failed to acknowledge receipt of Addendum #4 and was deemed non-responsive)
7. **GS# 209-048** Campus Roofing – PH I – Meridian Community College (GC001) — Award to Parker Contracting Services, LLC, Laurel, Mississippi, in the amount of \$252,250.00 (Lowest of 7 bids received)

### Construction Awards under \$5,000,000.00 (continued)

8. **GS# 359-015** Window Repair Project – Old Capitol Building (Office of Capitol Facilities) (Department of finance and Administration) (GC001) — Award to Mayrant & Associates, LLC, Jackson, Mississippi, in the amount of \$73,300.00 (Lowest of 3 bids received)
9. **GS# 411-093** Fire Alarm Repair-Replacement – East Mississippi State Hospital (OC001) — Award to Phoenix Security, Meridian, Mississippi, in the amount of \$9,990.00 (Lowest of 2 quotes received)
10. **GS# 423-093** Paving Improvements – Hudspeth Regional Center (GC001) — Award to Adcamp, Inc., Jackson, Mississippi, in the amount of \$430,000.00 (Lowest of 4 bids received)
11. **GS# 640-011** Renovations & Exhibits – Natural Science Museum (GC001) — Award to England Enterprises, Inc., Vaughn, Mississippi, in the amount of \$299,400.00 (Lowest of 5 bids received)

### Furniture & Equipment Awards under \$2,000,000.00

1. **GS# 106-211** F&E-J H White Library – Mississippi Valley State University (FE002) – Award to Missco Contract Sales, LLC, Flowood, Mississippi, in the amount of \$19,937.00 (State Contract Lowenstein #5-420-21293 & Grand Rapids Chair #5-420-37957-12)
2. **GS# 106-211** F&E-J H White Library – Mississippi Valley State University (FE003) – Award to Missco Contract Sales, LLC, Flowood, Mississippi, in the amount of \$39,769.60 (State Contract Jasper #5-420-21263-12)
3. **GS# 106-211** F&E-J H White Library – Mississippi Valley State University (FE004) – Award to Office Innovations, Inc., Ridgeland, Mississippi, in the amount of \$225,033.26 (State Contract Herman Miller #5-420-054214-12, Bernhardt #5-420-21139-12, KI #5-420-21273-12 & National #5-420-27646-12)
4. **GS# 106-211** F&E-J H White Library – Mississippi Valley State University (FE005) – Award to Missco Contract Sales, LLC, Flowood, Mississippi, in the amount of \$44,756.00 (State Contract KI #5-420-2127-12)
5. **GS# 106-211** F&E-J H White Library – Mississippi Valley State University (FE006) – Award to Business and Office Konnections, Jackson, Mississippi, in the amount of \$13,612.00 (State Contract KI #5-420-21273-12)
6. **GS# 106-211** F&E-J H White Library – Mississippi Valley State University (FE007) – Award to Business and Office Konnections, Jackson, Mississippi, in the amount of \$17,035.00 (State Contract Smith Systems #5-420-21386-12, Safeco #5-420-2418)
7. **GS# 206-071** IT Virtualization Equipment – Holmes Community College (FE001) – Award to Dell Marketing LP, Dallas, Texas, in the amount of \$492,666.07 (EPL #3658)

### ITS Awards

1. **GS# 108-235** College Hall Renovation – University of Southern Mississippi (SC004) – Award to Academic Technologies, Inc., Ridgeland, Mississippi, in the amount of \$12,364.85 (CP-1 20130392)
2. **GS# 108-235** College Hall Renovation – University of Southern Mississippi (SC005) – Award to Maze LLC, Brandon, Mississippi, in the amount of \$996.00 (CP-1 20130401)

**ITS Awards (continued)**

3. **GS# 109-195** Adult Emergency Renovation – University Medical Center (SC004) – Award to Graybar Electric Co., Inc., Atlanta, Georgia, in the amount of \$70.80 (CP-1 20130413)
4. **GS# 411-097** New Dietary Facility – East Mississippi State Hospital (SC003) – Award to Business Communications, Inc., Dallas, Texas, in the amount of \$5,715.30 (CP-1 20130390)

**WebProcure Contract**

**MUW Contract**

Title – Surveillance Cameras  
Contract Number – 25313013  
Contractor – Dynamic Fire Protection, LLC  
Contract Amount - \$208,674.00  
Scope – Bids for Surveillance Cameras

**MDWFP Contract**

Title – Buccaneer Electrical Restoration  
Contract Number – 46413013  
Contractor – Tony Watson Electric, Inc.  
Contract Amount - \$122,529.00  
Scope – Repairs as a result of Hurricane Isaac damages





STATE OF MISSISSIPPI  
GOVERNOR PHIL BRYANT

DEPARTMENT OF FINANCE AND ADMINISTRATION

KEVIN J. UPCHURCH  
EXECUTIVE DIRECTOR

# NOTICE

A Regular Meeting of the

## **PUBLIC PROCUREMENT REVIEW BOARD**

will be held Wednesday, May 01, 2013, 2:00 p.m. in the  
13<sup>th</sup> floor Conference Room of the  
Woolfolk State Office Building

**PUBLIC PROCUREMENT REVIEW BOARD**

**SPECIAL MEETING**

**MONDAY, MAY 6, 2013**

A special meeting of the Public Procurement Review Board was held at 2:00 p.m. in the 13<sup>th</sup> floor Conference Room of the Woolfolk State Office Building located in Jackson, Mississippi.

**PRESENT**

Mr. Kevin J. Upchurch, Chairman  
Mr. Freddie M. "Flip" Phillips, Vice Chair

**ABSENT**

Mr. Milo J. Crabtree, Member

**OTHERS**

Mr. Rick Snowden, Deputy Executive Director, DFA  
Mr. Glenn Kornbrek, Director of the Bureau of Building, Grounds and Real Property Management, DFA  
Mr. Brooks Moore, Director of Real Property Management, DFA  
Ms. Aubrey Leigh Goodwin, Special Assistant Attorney General, DFA  
Ms. Melody Coulson, PPRB Recorder, DFA

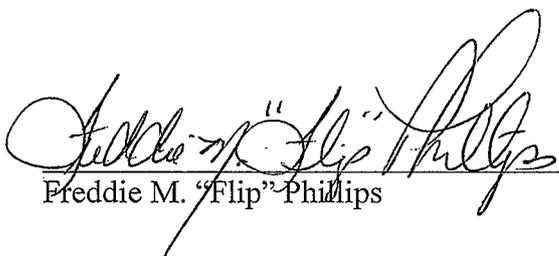
The Chairman called the meeting to order and commenced the meeting with prayer.

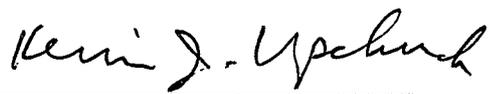
**BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT**

**Leases**

The Board reviewed (a) Renewal Lease With An Increase in Cost or Space. Mr. Moore explained the lease. The request from the University of Mississippi was the second (2<sup>nd</sup>) lowest annual cost, and the lowest cost per square foot, following advertisement and receipt of proposals for housing of International Exchange students. The number of students and apartments vary by semester, as well as the rate per semester. The proposal includes space for each student to be housed in their own separate room. The proposal with the lowest annual cost included two (2) students per room. The total annual cost of this Lease will be \$1,166,710.00. The lowest annual cost proposal was at a total cost of \$1,111,500.00, a total difference of \$55,210.00. Mr. Phillips made the motion to approve (a) as recommended by the Division of Real Property Management, contingent upon fully executed leases, Mr. Upchurch seconded, and the motion carried.

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

  
Freddie M. "Flip" Phillips

  
\_\_\_\_\_  
Kevin J. Upchurch





STATE OF MISSISSIPPI  
GOVERNOR PHIL BRYANT

DEPARTMENT OF FINANCE AND ADMINISTRATION

KEVIN J. UPCHURCH  
EXECUTIVE DIRECTOR

# NOTICE

A Special Meeting of the

## **PUBLIC PROCUREMENT REVIEW BOARD**

will be held Monday, May 06, 2013, 2:00 p.m. in the  
13th floor Conference Room  
Woolfolk State Office Building

Agenda: Approval of Leases and Miscellaneous

**AGENDA**

**PUBLIC PROCUREMENT REVIEW BOARD**

**Special Meeting**

**2:00 p.m.**

**MONDAY, MAY 06, 2013**

**I. BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT**

Mr. Brooks Moore, Director of the Real Property Management, requests the following:

- Approval of Lease

**II. NEXT MEETING DATE**

Regular Meeting, Wednesday, June 05, 2013

**PUBLIC PROCUREMENT REVIEW BOARD**

**SPECIAL MEETING**

**WEDNESDAY, MAY 22, 2013**

A special meeting of the Public Procurement Review Board was held at 4:00 p.m. in the 13<sup>th</sup> floor Conference Room of the Woolfolk State Office Building located in Jackson, Mississippi.

**PRESENT**

Mr. Kevin J. Upchurch, Chairman  
Mr. Freddie M. "Flip" Phillips, Vice Chair

**OTHERS**

Mr. Rick Snowden, Deputy Executive Director, DFA  
Mr. Lance Fulcher, Director of the Office of Purchasing, Travel and Fleet Management, DFA  
Ms. Aubrey Leigh Goodwin, Special Assistant Attorney General, DFA

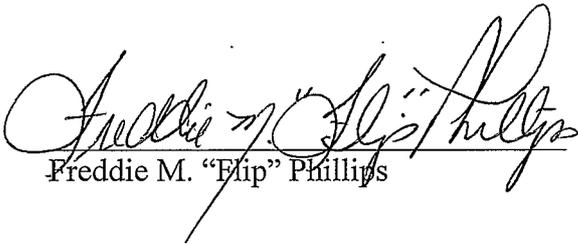
**ABSENT**

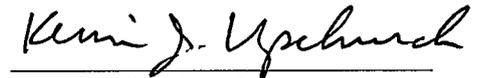
Mr. Milo J. Crabtree, Member  
Ms. Melody Coulson, PPRB Recorder, DFA

The Chairman called the meeting to order.

The Chairman stated that today's special meeting was held to consider the protest of Mathews Marine, Inc. received on May 22, 2013. Mathews Marine, Inc. is protesting the award of a dredging project made by the Jackson County Port Authority. The Chairman asked if there were any questions or a motion. There were no questions. Mr. Phillips moved that the Board (PPRB) dismiss this protest as the Jackson County Port Authority is a local governing authority, not under the purview or jurisdiction of the Department of Finance and Administration or the PPRB. Mr. Upchurch seconded the motion and the motion carried. The Chairman asked that counsel for the PPRB advise the parties in writing of this determination.

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

  
Freddie M. "Flip" Phillips

  
Kevin J. Upchurch



PUBLIC PROCUREMENT REVIEW BOARD

Special Meeting

Wednesday  
4:00 p.m.

May 22, 2013

ATTENDANCE SHEET

NAME AND TITLE

AGENCY/COMPANY

(Please Print)

Aubrey Leigh Goodwin  
RICK SNOWDEN

AG | DFA  
DFA

Lance Folcher

DFA/OPTSM

Kevin Upchurch

DFA

FREDDIE M. "Flip" PHILLIPS

DFA



STATE OF MISSISSIPPI  
GOVERNOR PHIL BRYANT

DEPARTMENT OF FINANCE AND ADMINISTRATION

KEVIN J. UPCHURCH  
EXECUTIVE DIRECTOR

# NOTICE

A Special Meeting of the

## **PUBLIC PROCUREMENT REVIEW BOARD**

will be held Wednesday, May 22, 2013, 4:00 p.m. in the  
13th floor Conference Room  
Woolfolk State Office Building

Agenda: Matthews Marine Protest and miscellaneous

**AGENDA**

**PUBLIC PROCUREMENT REVIEW BOARD**

**Special Meeting**

**4:00 p.m.**

**WEDNESDAY, MAY 22, 2013**

**I. PROTEST**

- Matthews Marine Protest

**II. NEXT MEETING DATE**

Regular Meeting, Wednesday, June 05, 2013

# PUBLIC PROCUREMENT REVIEW BOARD

## SPECIAL MEETING

WEDNESDAY, MAY 29, 2013

A special meeting of the Public Procurement Review Board was held at 9:30 a.m. in the 13<sup>th</sup> floor Conference Room of the Woolfolk State Office Building located in Jackson, Mississippi.

### PRESENT

Mr. Freddie M. "Flip" Phillips, Vice Chair  
Mr. Milo J. Crabtree, Member

### ABSENT

Mr. Kevin J. Upchurch, Chairman

### OTHERS

Mr. Rick Snowden, Deputy Executive Director, DFA  
Ms. Monica Ritchie, Director of the Office of Purchasing and Travel, DFA  
Mr. Glenn Kornbrek, Director of the Bureau of Building, Grounds and Real Property Management, DFA  
Ms. Aubrey Leigh Goodwin, Special Assistant Attorney General, DFA  
Ms. Romaine Richards, Special Assistant Attorney General, DFA  
Ms. Melody Coulson, PPRB Recorder, DFA

The Vice Chairman called the meeting to order.

### OFFICE OF PURCHASING, TRAVEL AND FLEET MANAGEMENT

Ms. Ritchie presented the following:

1. An existing contract on behalf of the MS Dept. of Corrections (MDOC) for ratification and approval of a newly requested increase. The MDOC advertised and received bids for milk. They received multiple bids and awarded by line item to the lowest vendor. The award to Eastside Jersey dba Luvel Dairy was over \$500,000.00. The MDOC submitted a P-1 at the time of award and it was rejected by the Office of Purchasing due to the need for additional information. The contract analyst noted that "when resubmitted, the P-1 would be held until the next PPRB meeting for their approval." The P-1 was subsequently returned by MDOC with the requested spreadsheet and was inadvertently approved without prior Board approval. The P-1 was then resubmitted to OPTFM on May 28, 2013 for an increase to the dollar amount and that is when it was discovered that the first contract award did not have Board approval. The contractor is Eastside Jersey dba Luvel Dairy and the contract is in the amount of \$689,982.00 from July 1, 2012 – June 30, 2013 for Milk. Mr. Crabtree made a motion to ratify the existing contract and to approve the increase to the contract. Mr. Phillips seconded the motion, and the motion carried.
2. A Sole Source contract on behalf of the University of Mississippi Medical Center. The contractor is Roche Diagnostic Corporation and the contract is in the amount of \$2,157,263.18 for 60 months for Diagnostic reagents and consumables. The Diagnostic reagents and consumables are for estimating the amount of the AIDS virus in an individual's body fluid. Other companies make a similar test; however, the turnaround time that Roche provides is a critical component in the initial treatment of HIV. The initial timing of treatment was documented in a press release of the child that was treated at UMC that

**PUBLIC PROCUREMENT REVIEW BOARD**

**Special Meeting**

**Wednesday, May 29, 2013**

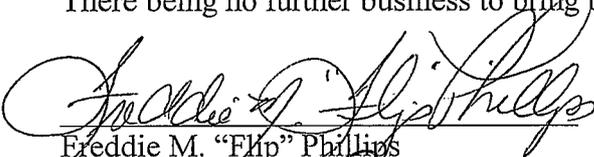
Page 2

was cured. Mr. Crabtree made a motion to approve. Mr. Phillips seconded the motion and the motion carried.

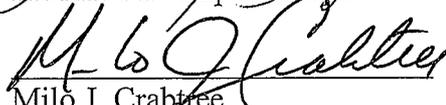
**BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT**

Mr. Kornbrek presented a request to award a contract on GS# 101-292 Bowles Hall Renovation, Alcorn State University to Flagstar Construction Company, Inc., Brandon, Mississippi, in the amount of \$6,784,000.00 (Lowest of 4 bids received). Mr. Crabtree made a motion to approve. Mr. Phillips seconded the motion and the motion carried.

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



Freddie M. "Flip" Phillips



Milo J. Crabtree





STATE OF MISSISSIPPI  
GOVERNOR PHIL BRYANT

DEPARTMENT OF FINANCE AND ADMINISTRATION

KEVIN J. UPCHURCH  
EXECUTIVE DIRECTOR

# NOTICE

A Special Meeting of the

## **PUBLIC PROCUREMENT REVIEW BOARD**

will be held Wednesday, May 29, 2013, 9:30 a.m. in the  
13th floor Conference Room  
Woolfolk State Office Building

Agenda: Approval of 1 MDOC Contract, 1 UMMC Contract and a Bid on GS# 101-292 Bowles Hall  
Renovations at Alcorn State University and miscellaneous

## AGENDA

### PUBLIC PROCUREMENT REVIEW BOARD Special Meeting 9:30 a.m.

WEDNESDAY, MAY 29, 2013

#### I. OFFICE OF PURCHASING, TRAVEL AND FLEET MANAGEMENT

Ms. Monica Ritchie, Director of the Office of Purchasing and Travel, requests the following:

- Approval of 1 Mississippi Department of Corrections Contract
- Approval of 1 University of Mississippi Medical Center Contract

#### II. BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT

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

- Approval of a Bid on GS#101-292 Bowles Hall Renovation, Alcorn State University

#### III. NEXT MEETING DATE

Regular Meeting, Wednesday, June 05, 2013

**AGENDA**

**PUBLIC PROCUREMENT REVIEW BOARD**

**WEDNESDAY, MAY 29, 2013**

**BID AWARD FOR PPRB APPROVAL**

**GS# 101-292**

**Bowles Hall Renovations**

**Alcorn State University**

**(Lorman, Mississippi)**

The Bureau of Building, Grounds and Real Property Management requests approval of the following:  
Contractor: Award to Flagstar Construction Company, Inc., Brandon, Mississippi, in the amount of \$6,784,000.00 (Lowest of 4 bids received)

**Scope:**

Renovate the interior and exterior of existing multistory building.

Bid on April 4, 2013

Approved by IHL on May 2, 2013

**OFFICE OF PURCHASING AND TRAVEL  
PUBLIC PROCUREMENT REVIEW BOARD  
SPECIAL MEETING AGENDA  
May 29, 2013**

- 1. REQUESTING AGENCY:** MS Dept. of Corrections  
**CONTRACTOR:** Eastside Jersey dba Luvel Dairy  
**AMOUNT OF CONTRACT:** \$689,982.00  
**TERM OF CONTRACT:** July 1, 2012 – June 30, 2013  
**SCOPE OF CONTRACT:** Milk  
**PURCHASE METHOD (PROPOSAL, SOLE SOURCE):** Competitive bid, awarded to multiple vendors  
**COMMENTS:** The Dept. of Corrections advertised and received bids for milk. They received multiple bids and awarded by line item to the lowest vendor. The award to Eastside Jersey was over \$500,000. The DOC submitted a P-1 at the time of award and it was rejected by Carolyn Jenkins in OPTFM asking for additional information (their tabulation spreadsheet) – she also stated in the notes that “when resubmitted, the P-1 will be held until the next PPRB meeting for their approval.” The P-1 was returned by DOC with the requested spreadsheet. At this time, Randi Reid, approved the P-1 (for some reason without it being approved by PPRB). The P-1 was resubmitted to OPTFM on May 28, 2013 for an increase to the dollar amount and that is when it was discovered that it had did not have PPRB approval.  
**COMPLIANCE WITH PROCEDURES (YES, NO):** Yes  
If no, explanation:  
**ADDITIONAL COMMENTS IF NEEDED:** Based on the information submitted by the Agency, we ask for the Board’s approval after the fact.
- 2. REQUESTING AGENCY:** University of MS Medical Center  
**CONTRACTOR:** Roche Diagnostic Corporation  
**AMOUNT OF CONTRACT:** \$2,157,263.18  
**TERM OF CONTRACT:** 60 months  
**SCOPE OF CONTRACT:** Diagnostic reagents and consumables  
**PURCHASE METHOD (PROPOSALS, SINGLE SOURCE, ETC):** Sole Source  
**COMMENTS (Low bid, high point total, unique features):** Diagnostic reagents and consumables for estimating the amount of the AIDS virus in an individual’s body fluid. Other companies make a similar test; however, the turnaround time that Roche provides is a critical component in the initial treatment of HIV. The initial timing of treatment was documented in a press release of the child that was treatment at UMC that was cured.  
**COMPLIANCE WITH PROCEDURES (YES, NO):** Yes  
If no, explanation:  
**ADDITIONAL COMMENTS IF NEEDED:** All criteria have been met and we ask for the Board’s approval

# **PUBLIC PROCUREMENT REVIEW BOARD**

## **REGULAR MEETING**

**WEDNESDAY, JUNE 05, 2013**

A regular meeting of the Public Procurement Review Board was held at 2:00 p.m. in the 13<sup>th</sup> floor Conference Room of the Woolfolk State Office Building located in Jackson, Mississippi.

### **PRESENT**

Mr. Kevin J. Upchurch, Chairman  
Mr. Freddie M. "Flip" Phillips, Vice Chair

### **OTHERS**

Mr. Rick Snowden, Deputy Executive Director, DFA  
Ms. Monica Ritchie, Director of the Office of Purchasing and Travel, DFA  
Mr. Lance Fulcher, Director of the Office of Purchasing, Travel and Fleet Management, DFA  
Mr. Brooks Moore, Director of Real Property Management, DFA  
Ms. Romaine Richards, Special Assistant Attorney General, DFA  
Ms. Melody Coulson, PPRB Recorder, DFA

### **ABSENT**

Mr. Milo J. Crabtree, Member  
Mr. Glenn Kornbrek, Director of the Bureau of Building, Grounds and Real Property Management, DFA

The Chairman called the meeting to order and commenced the meeting with prayer.

### **MINUTES**

Mr. Upchurch asked if the Minutes had been reviewed for the following meetings:

Regular Meeting, Wednesday, May 01, 2013  
Special Meeting, Monday, May 06, 2013  
Special Meeting, Wednesday, May 22, 2013  
Special Meeting, Wednesday, May 29, 2013

Mr. Upchurch made a motion to approve the above-mentioned Minutes. Mr. Phillips seconded and the motion carried.

### **OFFICE OF PURCHASING, TRAVEL & FLEET MANAGEMENT (OPTFM)**

Ms. Ritchie presented the following:

1. A request on behalf of the Mississippi State Department of Health (MSDH) for approval of a WIC Food Bid awarded to the low bidder, SuperValu, in the amount of \$36,465,932.85 from July 1, 2013 through June 30, 2014. Mr. Phillips made the motion to approve. Mr. Upchurch seconded and the motion carried.

**PUBLIC PROCUREMENT REVIEW BOARD**

**Regular Meeting**

**Wednesday, June 05, 2013**

Page 2

**BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT**

**Leases**

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

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

The Board reviewed (c) New Lease. Mr. Moore explained the new lease. Mr. Phillips made the motion to approve (c) as recommended by the Division of Real Property Management, contingent upon fully executed leases, Mr. Upchurch seconded, and the motion carried.

The Board reviewed (d) Land Leases. Mr. Moore explained the land lease. Mr. Phillips made the motion to approve (d) as recommended by the Division of Real Property Management, contingent upon fully executed leases, Mr. Upchurch seconded, and the motion carried.

The Board reviewed (e) Other. Mr. Moore explained the lease. Mr. Phillips made the motion to approve (e) for the Mississippi State Department of Health and ratify the lease for the Wireless Communication Commission as recommended by the Division of Real Property Management, contingent upon fully executed leases, Mr. Upchurch seconded, and the motion carried.

**Handout**

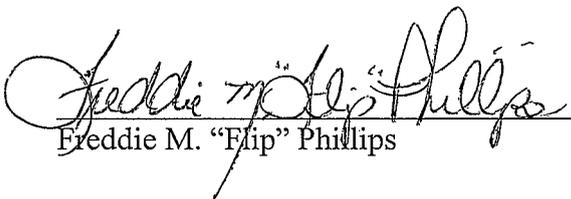
The Board reviewed (a) New Lease. Mr. Moore explained the new lease. Mr. Phillips made the motion to approve (a) as recommended by the Division of Real Property Management, contingent upon fully executed leases, Mr. Upchurch seconded, and the motion carried.

**Construction**

Mr. Rick Snowden, presented the following:

1. Approval, ratification and/or concurrence of admin procedure changes. Mr. Phillips made a motion to approve. Mr. Upchurch seconded, and the motion carried.
2. Ratification of the Construction, F&E, ITS and WebProcure awards. Mr. Phillips made a motion to ratify. Mr. Upchurch seconded, and the motion carried.

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

  
Freddie M. "Flip" Phillips

  
Kevin J. Upchurch



STATE OF MISSISSIPPI  
GOVERNOR PHIL BRYANT

DEPARTMENT OF FINANCE AND ADMINISTRATION

KEVIN J. UPCHURCH  
EXECUTIVE DIRECTOR

# NOTICE

A Regular Meeting of the

## **PUBLIC PROCUREMENT REVIEW BOARD**

will be held Wednesday, June 05, 2013, 2:00 p.m. in the  
13<sup>th</sup> floor Conference Room of the  
Woolfolk State Office Building



# AGENDA

## PUBLIC PROCUREMENT REVIEW BOARD Regular Meeting 2:00 p.m.

WEDNESDAY, JUNE 05, 2013

### I. MEETING MINUTES

- Approval of Minutes for the Regular Meeting, Wednesday, May 01, 2013
- Approval of Minutes for the Special Meeting, Monday, May 06, 2013
- Approval of Minutes for the Special Meeting, Wednesday, May 22, 2013
- Approval of Minutes for the Special Meeting, Wednesday, May 29, 2013

### II. OFFICE OF PURCHASING, TRAVEL AND FLEET MANAGEMENT

Ms. Monica Ritchie, Director of the Office of Purchasing and Travel, requests the following:

- Approval of 1 MDH Contract

### III. BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT

Mr. Brooks Moore, Director of Real Property Management, requests approval of the following:

- Renewal Leases with no Increase in Cost or Space (a)
- Renewal Leases with an Increase in Cost or Space (b)
- New Leases (c) -
- Land Leases (d)
- Other (e) -

Mr. Rick Snowden, Deputy Executive Director for DFA, requests the following:

- Approval, ratification and/or concurrence of the Admin Procedure changes
- Ratification of Construction, F&E, ITS and WebProcure awards

### IV. NEXT MEETING DATE

Regular Meeting, Wednesday, July 10, 2013

**OFFICE OF PURCHASING AND TRAVEL  
PUBLIC PROCUREMENT REVIEW BOARD  
MEETING AGENDA  
June 5, 2013**

- 1. REQUESTING AGENCY: MS State Dept. of Health  
CONTRACTOR: SuperValu  
AMOUNT OF CONTRACT: \$36,465,932.85  
TERM OF CONTRACT: July 1, 2013 thru June 30, 2014  
SCOPE OF CONTRACT: WIC Food Bid  
PURCHASE METHOD (PROPOSALS, SINGLE SOURCE, ETC): Competitive  
Bid, awarded to low bidder  
COMMENTS (Low bid, high point total, unique features): The Dept. of  
Health advertised and received bids for food for the Women, Infants and Children's  
(WIC) Program for a 12 month period. They awarded to the lowest bidder,  
SuperValu. They asked for 6 and 12 month prices and awarded based on the 12  
month price.  
COMPLIANCE WITH PROCEDURES (YES, NO): Yes  
If no, explanation:  
ADDITIONAL COMMENTS IF NEEDED: Based on the information submitted by  
the Agency, all requirements were met and we ask for the Board's approval  
contingent upon the issuance of a purchase order or an award letter by the agency.**

PUBLIC PROCUREMENT REVIEW BOARD

REGULAR MEETING

June 5, 2013

LEASES

850-000

The Division of Real Property Management requests concurrence and approval of the following:

**(a) RENEWAL LEASES WITH NO INCREASE IN COST OR SPACE:**

<u>Agency</u>	<u>Location</u>	<u>Eff. Date</u>	<u>Type* Space</u>	<u>Previous Sq. Ft.</u>	<u>Proposed Sq. Ft.</u>	<u>Previous** \$/Sq. Ft.</u>	<u>Proposed** \$/Sq. Ft.</u>	<u>%Fed Esc Fund</u>	<u>\$/Year</u>	<u>Lease #</u>
DOC	230 S First Brookhaven	07/01/13 06/30/16	O	3,190	3,190	5.65+UJ rounded	5.65+UJ rounded	TI 0	18,000	1704312016A00986
Emp Sec	226 N MLK Dr Indianola	07/01/13 06/30/14	O	3,200	3,200	7.14+UJ	7.14+UJ	N 0	22,848	2606712014B00875
MMVC	1755 Lelia Jackson	08/01/13 07/31/16	O	1,942	1,942	13.06 inc rounded	13.06 inc rounded	N 0	25,358	5552512016A00509
DEQ	82 Stoneville Rd Stoneville	09/01/13 08/31/14	O	100	100	24.00 inc	24.00 inc	N 0	2,400	5957632014A01561
VAB	177 Pruitt Lane Pearl	07/01/13 05/31/14 mo to mo	S	200	200	10.80 inc	10.80 inc	N 0	2,160	8576122014A07197

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

<u>Agency</u>	<u>Location</u>	<u>Eff. Date</u>	<u>Type* Space</u>	<u>Previous Sq. Ft.</u>	<u>Proposed Sq. Ft.</u>	<u>Previous** \$/Sq. Ft.</u>	<u>Proposed** \$/Sq. Ft.</u>	<u>%Fed Esc Fund</u>	<u>\$/Year</u>	<u>Lease #</u>
DOC	219 1/2 North Cleveland	07/01/13 06/30/18	O	2,200	2,200	4.37+UJ rounded	4.64+UJ rounded	N 0	10,200	1700612018A01671
DEQ	304 S State Jackson	08/03/13 07/02/14 mo to mo	S	100	100	12.60 inc	13.29 inc rounded	N 0	1,329 rounded	5952512014C01654
DEQ	304 S State Jackson	08/03/13 07/02/14 mo to mo	S	294	294	7.80 inc rounded	9.80 inc	N 0	2,880	5952512014D01654
Rehab Services	814 Hwy 348 New Albany	06/01/13 05/31/18	O	1,300	2,400	10.16 inc rounded	10.16 inc rounded	N 80	24,370 rounded	7257312018A01611

(c) NEW LEASES:

Agency	Location	Eff. Date	Type* Space	Previous Sq. Ft.	Proposed Sq. Ft.	Previous** \$/Sq. Ft.	Proposed** \$/Sq. Ft.	Esc	%Fed Fund	\$/Year	Lease #
Rehab Services	915 E Alabama Columbus	06/15/13 04/30/18	O		1,200		12.00+UJ	N	80	14,400	7254412018A07410

(d) LAND LEASES:

Agency	Location	Eff. Date	Type* Space	Previous Sq. Ft.	Proposed Sq. Ft.	Previous** \$/Sq. Ft.	Proposed** \$/Sq. Ft.	Esc	%Fed Fund	\$/Year	Lease #
DFA	Sun-N-Sand Jackson	07/01/13 06/30/14	LD (Parking)	160 spaces	160 spaces	40/space/mo	40/space/mo	N	0	76,800	8992512014I01446
MDOT	JBW Airport Raymond	07/01/13 06/30/14	LD	Hangar	Hangar	500/mo	500/mo	N	0	6,000	8992542014B01231
MFC	1010 Terminal Moselle	07/01/13 06/30/14	LD (Hangar)	900	900	1.23 inc rounded	1.23 inc rounded	N	0	1,104 rounded	8993442014B01792
DWFP	16 <sup>th</sup> Section New Augusta	07/01/13 06/30/15	LD	175 acres	175 acres	34.29 / acre rounded	34.29 / acre rounded	N	0	6,000	8995612015A01094

(e) OTHER:

1.

Agency	Location	Eff. Date	Type* Space	Previous Sq. Ft.	Proposed Sq. Ft.	Previous** \$/Sq. Ft.	Proposed** \$/Sq. Ft.	Esc	%Fed Fund	\$/Year	Lease #
Health	11 East St Collins	01/01/13 01/31/13	O/WH	3,000	3,000	4.80+UJ	8.00+UJ	N	100	24,000 2,000 (1 Month)	3901612013A01554

This request from the Mississippi State Department of Health includes waiving advertisement and the ability to pay one (1) month of rent in the amount of \$2,000.00.

2.

Agency	Location	Eff. Date	Type* Space	Previous Sq. Ft.	Proposed Sq. Ft.	Previous** \$/Sq. Ft.	Proposed** \$/Sq. Ft.	Esc	%Fed Fund	\$/Year	Lease #
WCC	398 Learsville Yazoo City	05/20/13 05/19/18	LD (Tower)		16,118		.30 inc rounded	R	0	4,800	8998212018A07411

This request from the Wireless Communication Commission is for ratification. This request includes nine (9) optional renewal terms of five (5) years each, with a ten-percent (10%) escalation at each renewal period. This request also includes a one-time payment to the Lessor in the amount of \$3,600.00 for use of the property during the previous year, due to an inadvertent encroachment onto the property.

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, JUNE 5, 2013

The Bureau of Building, Grounds and Real Property Management requests approval, ratification and/or concurrence with the following Procedure changes:

Code 27-104-7(2)(b):

... (2) The Public Procurement Review Board shall have the following powers and responsibilities: ...

... (b) *Adopt regulations governing the approval of contracts let for the construction and maintenance of state buildings and other state facilities* ...

The following are the changes, modifications or additions within said Manual for approval, ratification, and/or concurrence by PPRB, per Code referenced above.

1. Per Senate Bill 2368, Laws of 2011 - This rule amends Section 400 of the BOB Procedures Manual. It adds a Contractor Prequalification Policy for Mississippi Landmarks – Section 400.12 with specific legal authority authorizing the promulgation of rule being §31-7-13(d)(iii). The Rule was filed with the Secretary of State on April 12, 2013, has completed the 30 days for public comment, and should be final by approximately June 14, 2013.

#### CONTRACTOR PREQUALIFICATION POLICY

400.12

THE POLICY (added June 2013)

##### 1. MISSISSIPPI LANDMARKS

Contractors for projects that involve ... *renovation, restoration, or both, of the State Capitol Building or any other historical building designated for at least five (5) years as a Mississippi Landmark by the Board of Trustees of the Department of Archives and History* ... *may be made from the lowest and best prequalified bidder* ... , as follows: [Mississippi Code 1972, Annotated, Section 31-7-13(d)(iii)]:

- a. **Advertisement for Prequalifications:** Once the Construction Documents have been approved, the Bureau will prepare and issue an *Advertisement for Prequalifications* published in the legal section of a newspaper published in the county or municipality in which such agency or governing authority is located. The Advertisement will run once each week for two (2) consecutive weeks with responses being opened not less than fifteen (15) working days after the last notice is published. The Mississippi Contract Procurement Center, Inc., will also be notified. [Mississippi Code 1972, Annotated, Section 31-7-13-c]
- b. **Request for Prequalifications:** The Request for Prequalifications document will identify required documentation to be submitted, the criteria for scoring, and the minimum score required, and along with the Construction Documents for the Project, will be made available to all interested Contractors. Contact and deposit information will be as identified in the *Advertisement for Prequalifications*.
- c. **Response:** Any Contractor desiring to respond to the publication and become prequalified for a Project must give the Bureau written notification of interest. This response must be received at the Bureau's office on, or before, the date established in the public notice. Additional required documentation to establish the Contractor's knowledge and experience in historical restoration, preservation and renovation, other than the letter indicating project interest, will be listed in the *Request for Prequalifications* document. Such documentation shall include, but not be limited to, qualifications of the Contractor's key personnel to be assigned to the project and those of key entities proposed by the Contractor for performance of required preservation trades.
- d. **Short List:** A Preselection Committee will review all letters of interest and related data or information submitted. The Committee selects from all the submissions a *short list* for consideration. The *short list* shall consist of all responsive Contractors meeting the minimum score established in the Request for Prequalifications document. The Preselection Committee is composed of the following representatives:

- i. Two (2) staff members of the Mississippi Department of Archives and History
  - ii. Deputy Executive Director of the Department of Finance and Administration who is responsible for the Bureau of Building, Grounds and Real Property Management
  - iii. Director of the Bureau of Building, Grounds and Real Property Management
  - iv. Assistant Director of the Bureau of Building, Grounds and Real Property Management
- e. **Attendance:** A minimum of four (4) Committee members must be present for the Preselection process. The Bureau of Building, Grounds and Real Property staff members are responsible for eliminating all nonresponsive submissions not meeting the project qualifications prior to the Preselection Committee's meeting. This Committee's meeting may be handled by physical meeting, conference call, or telephone poll.
- f. **Notification:** After a *short list* has been established by the Preselection Committee, those selected for interviews will be notified by the Bureau.
- g. **Selection:** The Prequalification Committee may choose to prequalify Contractors directly from the *short list* without benefit of interviews, or they may hold separate interviews with each Contractor on the *short list*. The Prequalification Committee is composed of the following representatives:
- i. Two (2) staff members of the Mississippi Department of Archives and History
  - ii. Deputy Executive Director of the Department of Finance and Administration who is responsible for the Bureau of Building, Grounds and Real Property Management
  - iii. Director of the Bureau of Building, Grounds and Real Property Management
  - iv. Assistant Director of the Bureau of Building, Grounds and Real Property Management
- h. **Scoring:** Following interviews, if held, Contractors shall be re-scored. No less than two (2) and no more than five (5) Contractors receiving the highest scores shall be prequalified for bidding of the project.
- i. **Interviews:** Interviews, if held, are open to other representatives of the Institution, Agency, or Department for which the project is being administered; however, they will not participate in the scoring.
- j. **Delegation of Scoring:** Any scoring member of the Prequalification Committee previously noted in 7a, 7b, or 7c may designate another party to submit their scores. This Designee may be a representative of a local or non-traditional public entity or a party having a special expertise regarding the scope of the project. The Prequalification Committee Member will request that the records of the proceedings state that their scoring has been designated and indicate the Designee.
- k. **Omitting Interviews:** If the formal interview process is omitted, one or more of the following should take place prior to selection:
- i. Each *short list* Contractor will be interviewed over the phone
  - ii. Each scoring member of the Prequalification Committee will be consulted in person, or by phone, to obtain their scores
  - iii. The Bureau Director may waive interviews based on the prior performance of the Contractors under consideration on Bureau projects
- l. **Motion to Reconsider:** The Director of the Bureau of Building may, at his discretion, rule that the Prequalification Committee's decision will be held on a *Motion to Reconsider* and reconvene the Prequalification Committee normally within five (5) working days after the Prequalification Committee's decision. At this reconvened meeting, the Prequalification Committee may allow the first vote to stand, or the Committee may elect to re-score.
- m. **Advertisement for Bids:** Once Contractors have been prequalified in accordance with this policy, the project will be advertised for bids, from said Prequalified Contractors, in accordance with Code 31-7-13(d)(iii) no earlier than fifteen (15) working days after bidders have been prequalified; and, in accordance with Section 600.37 and Code 31-7-13(c).

2. Per House Bill 1266, Laws of 2013 - This rule amends Section 400 of the BOB Procedures Manual. It changes requirements for "energy" code – Section 400.1 with specific legal authority authorizing the promulgation of rule being §31-11-35(2)i). The Rule was filed with the Secretary of State on June 13, 2013, is going through the 30 days for public comment currently, and should be final by approximately August 13, 2013.

#### 400.1

#### CODES (amended 09/04; 08/13 ASHRAE)

The following Codes and Regulations are used by the Bureau. The Professional will prepare all Documents in compliance with the latest edition of each and any revisions in effect. Special projects may necessitate compliance with additional codes, regulations or requirements. The Using Agency can be of assistance in specifying Code and Regulation requirements.

The Professional will adhere to the following abridged list of Codes and Regulations depending on the nature of the Project. In some instances, printed materials are available upon request; whereas, certain regulatory agencies require appointments to discuss specifics because no printed materials are available. It is assumed the Professional is familiar with all Codes and Regulations and will comply with all codes whether they are listed below or not. Professionals may hire, at their own expense, consultants to review documents for code compliance; the Bureau Staff will not review drawings or specifications for code compliance.

- |     |  |     |  |
|-----|--|-----|--|
| .1  | International Building Code  | .14 | Mississippi Floodplain Regulations   |
| .2  | International Existing Building Code   | .15 | Information Technology Services (formerly Central Data Processing Authority)- <i>Computer Equipment Purchases and Telecommunication Purchases</i>                |
| .3  | International Plumbing Code  | .16 | Mississippi Department of Archives and History - <i>Historic Properties</i>  |
| .4  | International Mechanical Code  | .17 | Mississippi Department of Environmental Quality's Office of Pollution Control – <i>Air and Water</i>   |
| .5  | International Fuel Gas Code  | .18 | Mississippi State Department of Health's Health Facilities Licensure and Certification Division - <i>Minimum Standards of Operation for Home Health Agencies</i> |
| .6  | International Electrical Code  |     | <i>Minimum Standards of Operation for Personal Care Homes</i>  |
| .7  | ASHRAE 90.1-2010 (Energy Standard for Buildings)   |     | <i>Minimum Standards of Operation for Chemical Dependency Units</i>  |
| .8  | International Fire Code  |     | <i>Minimum Standards of Operation for Mississippi Hospitals</i>  |
| .9  | Mississippi Handicapped Law, Mississippi Code 1972, Annotated, Section 43-6-101 through 43-6-125   |     | <i>Minimum Standards of Operation for Psychiatric Hospital</i>   |
| .10 | Federal Register, Part III, Environmental Protection Agency 40 CFR Part 61, National Emission Standards for Hazardous Air Pollutants; Asbestos NESHAP Revision; Final Rule Mississippi Regulations for Accreditation and Certification of Asbestos Abatement Personnel (Mississippi Department of Environmental Quality) |     | <i>Minimum Standards of Operation for Ambulatory Surgical Facilities</i>   |
| .11 | Federal Register, Part IV, Department of Justice 28 CFR Part 35, Nondiscrimination on the Basis of Disability in State and Local Government Services; Final Rule   |     | <i>Minimum Standards of Operation for Institutions for the Aged and Infirm</i>   |
| .12 | Davis Bacon Act Regulations  |     |  |
| .13 |  |     |  |

## AGENDA

### PUBLIC PROCUREMENT REVIEW BOARD

WEDNESDAY, JUNE 05, 2013

#### **Ratification 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 requests ratification of 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 May 1, 2013 through May 31, 2013.

#### **Construction Awards under \$5,000,000.00**

1. **GS# 108-277** Res. Hall Sprinkler – PH II – University of Southern Mississippi (OC002) — Award to Webster Electric Co., Inc., Meridian, Mississippi, in the amount of \$29,376.00 (Lowest of 3 quotes received)
2. **GS# 341-073** Building Envelope Repairs – Department of Agriculture and Commerce (GC001) — Award to Mandal's, Inc., Gulfport, Mississippi, in the amount of \$878,738.00 (Second Lowest of 3 bids received) (Low Bidder withdrew due to error)
3. **GS# 345-014** Miscellaneous Repairs – Department of Agriculture & Forestry Museum – National Agricultural Aviation Museum (DAC) (GC001) — Award to Coleman Hammons construction Co., Inc., Pearl, Mississippi, in the amount of \$365,400.00 (Lowest of 2 bids received)
4. **GS# 412-184** Hail Damage Repairs (EMER) – Mississippi State Hospital (GC001) — Award to Crawford Roofing, Inc., Chickasha, Oklahoma, in the amount of \$1,816,584.00 (Lowest of 4 quotes received)

#### **Furniture & Equipment Awards under \$2,000,000.00**

1. **GS# 106-211** F&E-J H White Library – Mississippi Valley State University (FE008) – Award to Krueger International (KI), Green Bay, Wisconsin, in the amount of \$38,893.80 (State Contract #5-420-21273-13)
2. **GS# 106-211** F&E-J H White Library – Mississippi Valley State University (FE009) – Award to Paoli, LLC, Orleans, Indiana, in the amount of \$100,117.08 (State Contract #5-420-2480-12)
3. **GS# 115-002** Oceanographic Support Facility – USM – Stennis (FE035) – Award to Grainger, Jackson, Mississippi, in the amount of \$3,549.60 (1 quote received per code 31-7-13 for under \$5,000.00)
4. **GS# 217-011** Academic Bldg. Improvements – Mississippi Delta Community College –

Greenville Higher Education Center (FE001) – Award to Lit Refrigeration Company, Memphis, Tennessee, in the amount of \$40,741.00 (Lowest of 2 quotes)

**Furniture & Equipment Awards under \$2,000,000.00 (cont)**

5. **GS# 551-002** FFA Center Improvements – Department of Education (FE001) – Award to MS Prison Industries Corp., Jackson, Mississippi, in the amount of \$15,001.00 (1 quote received as per code 31-7-13 (m)exceptions for bidding (xviii)purchase of prison industry products)

**WebProcure Contract**

**Mississippi Military Department Contract**

Title – 13CAG04F, Demolition Bldg, CSJFTC

Contract Number – 70513035

Contractor – TCB Construction Company, Inc.

Contract Amount - \$54,437.00

Scope – 13-CAG-04, Demolition of Building 102, CSJFTC, Camp Shelby, MS IAW plans, specifications, drawings

**USM Contract**

Title – Walk Decks / Ramps

Contract Number – USM13046

Contractor – W.G. Yates & Sons Construction Company

Contract Amount - \$130,054.00

Scope – Emergency repairs for Walk Decks / Ramps for modular units (temporary classrooms due to tornado)

**MSH Contract**

Title – Repair/ Installation of Roofing Materials

Contract Number – 37413041

Contractor – Guaranteed Roofing Company, Inc.

Contract Amount - \$20,665.54

Scope – Repair/ Installation of temporary roofing materials due to hail damage

**MSH Contract**

Title – Repair/ Install Temp Roofing Material

Contract Number – 37413042

Contractor – R & R Sheet Metal, Inc.

Contract Amount - \$398,905.00

Scope – Emergency temporary roof repair/installation

PUBLIC PROCUREMENT REVIEW BOARD

HANDOUT

June 5, 2013

LEASES

850-000

The Division of Real Property Management requests concurrence and approval of the following:

**(a) NEW LEASES:**

The following three (3) requests from the University of Mississippi include waiving advertisement and two (2) optional renewal terms of one (1) year each, under the same terms and conditions. The requested spaces are located at the Insight Park and are for three (3) programs within the University's School of Education – Principal Corps, World Class Teaching Program, and the National Institute for School Leadership.

<u>Agency</u>	<u>Location</u>	<u>Eff. Date</u>	<u>Type* Space</u>	<u>Previous Sq. Ft.</u>	<u>Proposed Sq. Ft.</u>	<u>Previous** \$/Sq. Ft.</u>	<u>Proposed** \$/Sq. Ft.</u>	<u>%Fed Esc Fund</u>	<u>\$/Year</u>	<u>Lease #</u>
Ole Miss	Insight Park University	07/01/13 06/30/14	O		348		19.00 inc	N 0	6,612	4303622014A07346
Ole Miss	Insight Park University	07/01/13 06/30/14	O		155		19.00 inc	N 0	2,945	4303622014B07346
Ole Miss	Insight Park University	07/01/13 06/30/14	O		807		19.00 inc	N 0	15,333	4303622014C07346

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

**PUBLIC PROCUREMENT REVIEW BOARD**

**SPECIAL MEETING**

**MONDAY, JUNE 17, 2013**

A special meeting of the Public Procurement Review Board was held at 1:30 p.m. in the 13<sup>th</sup> floor Conference Room of the Woolfolk State Office Building located in Jackson, Mississippi.

**PRESENT**

Mr. Kevin J. Upchurch, Chairman  
Mr. Freddie M. "Flip" Phillips, Vice Chair  
Mr. Milo J. Crabtree, Member

**OTHERS**

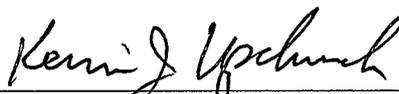
Mr. Rick Snowden, Deputy Executive Director, DFA  
Mr. Glenn Kornbrek, Director of the Bureau of Building, Grounds and Real Property Management, DFA  
Ms. Romaine Richards, Special Assistant Attorney General, DFA  
Ms. Melody Coulson, PPRB Recorder, DFA

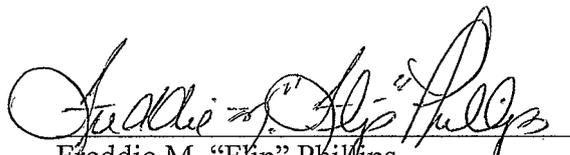
The Chairman called the meeting to order and commenced the meeting with prayer.

**BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT**

Mr. Glenn Kornbrek presented a request to approve Change Order #3 on GS# 331-150 Crime Lab Site Development, Mississippi Department of Public Safety. This Change Order will add +\$933,634.80 and +230 days for a total contract of \$4,031,859.24 and 680 days. The reason for this change order is the development of a new well. The new well site test hole reflected that the water to be used from this site would yield good quality water; therefore this site will be fully developed for use as a potable water supply. Mr. Phillips made a motion to approve. Mr. Crabtree seconded and the motion carried.

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

  
\_\_\_\_\_  
Kevin J. Upchurch

  
\_\_\_\_\_  
Freddie M. "Flip" Phillips

**retired effective June 30, 2013**

Milo J. Crabtree





STATE OF MISSISSIPPI  
GOVERNOR PHIL BRYANT

DEPARTMENT OF FINANCE AND ADMINISTRATION

KEVIN J. UPCHURCH  
EXECUTIVE DIRECTOR

# NOTICE

A Special Meeting of the

## **PUBLIC PROCUREMENT REVIEW BOARD**

will be held Monday, June 17, 2013, 1:30 p.m. in the  
13th floor Conference Room  
Woolfolk State Office Building

Agenda: Approval of Change Order #3 on GS#331-150 Crime Lab Site Development, DPS and miscellaneous

**AGENDA**

**PUBLIC PROCUREMENT REVIEW BOARD**

**Special Meeting**

**1:30 p.m.**

**MONDAY, JUNE 17, 2013**

**I. BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT**

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

- Approval of Change Order #3 on GS#331-150 Crime Lab Site Development, DPS

**II. NEXT MEETING DATE**

Regular Meeting, Wednesday, July 10, 2013

**AGENDA**

**PUBLIC PROCUREMENT REVIEW BOARD**

**MONDAY, JUNE 17, 2013**

**CHANGE ORDER FOR PPRB APPROVAL**

**GS# 331-150**

**Crime Lab Site Development**

**Mississippi Department of Public Safety**

**(Jackson Metropolitan Area, Mississippi)**

**CHANGE ORDER #3**

Contractor: Hemphill Construction Company, Inc.

Original Contract Sum/Days	\$2,787,300.00	270 Days
Net Change Sum/Days by Previous Change Orders	\$ 310,924.44	180 Days
Contract Sum/Days Prior to this Change Order	\$3,098,224.44	450 Days
Amount/Days for this Change Order	+\$ 933,634.80	+230 Days
Net Contract Sum/Days (Including this Change Order)	\$4,031,859.24	680 Days

Reason for Change Order:

Development of a new well. The new well site test hole reflected that the water to be used from this site would yield good quality water; therefore this site will be fully developed for use as a potable water supply.

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

**PUBLIC PROCUREMENT REVIEW BOARD**

**SPECIAL MEETING**

**THURSDAY, JUNE 27, 2013**

A special meeting of the Public Procurement Review Board was held at 2:45 p.m. in the 13<sup>th</sup> floor Conference Room of the Woolfolk State Office Building located in Jackson, Mississippi.

**PRESENT**

Mr. Kevin J. Upchurch, Chairman  
Mr. Freddie M. "Flip" Phillips, Vice Chair  
Mr. Milo J. Crabtree, Member

**ABSENT**

Mr. Charles R. Snowden, Deputy Executive Director, DFA

**OTHERS**

Ms. Romaine Richards, Special Assistant Attorney General, DFA

The Chairman called the meeting to order.

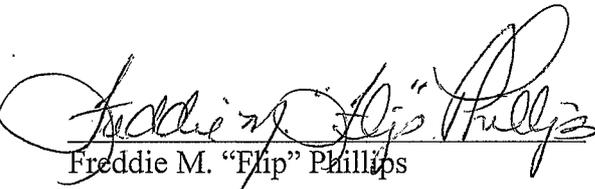
**OFFICE OF CAPITAL FACILITIES**

Mr. Milo J. Crabtree, Deputy Executive Director for DFA, on behalf of Mr. Rick Snowden, Deputy Executive Director for DFA, presented the following discussion regarding House Bill 2, Laws of 2013, and weapons in Buildings under the jurisdiction of DFA (temporary rule):

Discussion was held on the need to continue the policy to prohibit the specific carrying of guns in state-owned facilities.

After said discussion, Mr. Phillips made a motion to approve the Director's request to post signs on entrances to state buildings that prohibit open carrying of guns in said buildings. The motion was seconded by Mr. Crabtree and the motion was unanimous.

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

  
Freddie M. "Flip" Phillips

  
Kevin J. Upchurch

**retired effective June 30, 2013**

Milo J. Crabtree





STATE OF MISSISSIPPI  
GOVERNOR PHIL BRYANT

DEPARTMENT OF FINANCE AND ADMINISTRATION

KEVIN J. UPCHURCH  
EXECUTIVE DIRECTOR

# NOTICE

A Special Meeting of the

## **PUBLIC PROCUREMENT REVIEW BOARD**

will be held Thursday, June 27, 2013, 2:45 p.m. in the  
13<sup>th</sup> floor Conference Room of the  
Woolfolk State Office Building

Agenda: Building Security

**AGENDA**

**PUBLIC PROCUREMENT REVIEW BOARD**

**Special Meeting  
2:45 p.m.**

**THURSDAY, JUNE 27, 2013**

**I. OFFICE OF CAPITOL FACILITIES**

Mr. Milo J. Crabtree on behalf of Mr. Charles R. Snowden, Deputy Executive Director, DFA, presented the following:

- Building Security Temporary Rule

**II. NEXT MEETING DATE**

Regular Meeting, Wednesday, July 10, 2013.

**PUBLIC PROCUREMENT REVIEW BOARD**

**SPECIAL MEETING**

**FRIDAY, JUNE 28, 2013**

A special meeting of the Public Procurement Review Board was held at 2:00 p.m. in the 13<sup>th</sup> floor Conference Room of the Woolfolk State Office Building located in Jackson, Mississippi.

**PRESENT**

Mr. Kevin J. Upchurch, Chairman  
Mr. Freddie M. "Flip" Phillips, Vice Chair

**ABSENT**

Mr. Milo J. Crabtree, Member

**OTHERS**

Mr. Charles R. Snowden, Deputy Executive Director, DFA  
Ms. Romaine Richards, Special Assistant Attorney General, DFA  
Ms. Tricia Weir, PPRB Recorder, BoB

The Chairman called the meeting to order.

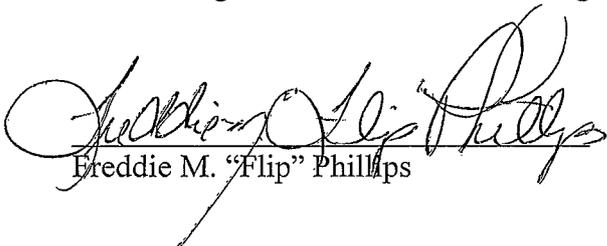
**BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT (BOB)**

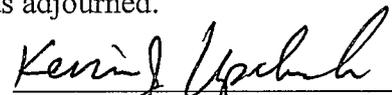
Mr. Rick Snowden, Deputy Executive Director for DFA, on behalf of Mr. Glenn Kornbrek, Director of the Bureau of Building, Grounds and Real Property Management, presented the following:

- Ratification of Emergency Declaration from Sam Polles, Ph.D., Executive Director of the Department of Wildlife, Fisheries, and Parks, dated June 25, 2013.
- Ratification of Emergency Certificate by Kevin J. Upchurch, Executive Director of the Department of Finance and Administration, dated June 28, 2013
- Approval for requisitioning \$300,000.00 from the Capital Expense Fund in FY14.
- Proceeding with an emergency project, appointment of Professional, obtaining quotes, etc., for the above related requests for the John Kyle State Park wastewater treatment plant.

After discussion, Mr. Phillips made a motion to approve, motion was seconded, and the motion carried.

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

  
Freddie M. "Flip" Phillips

  
Kevin J. Upchurch





STATE OF MISSISSIPPI  
GOVERNOR PHIL BRYANT

DEPARTMENT OF FINANCE AND ADMINISTRATION

KEVIN J. UPCHURCH  
EXECUTIVE DIRECTOR

# NOTICE

A Special Meeting of the

## **PUBLIC PROCUREMENT REVIEW BOARD**

will be held Thursday, June 28, 2013, 2:00 p.m. in the  
13<sup>th</sup> floor Conference Room of the  
Woolfolk State Office Building

Agenda: Emergency Declaration Ratification

**AGENDA**

**PUBLIC PROCUREMENT REVIEW BOARD**

**Special Meeting**

**2:00 p.m.**

**MONDAY, JUNE 28, 2013**

**I. BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT**

Mr. Rick Snowden, Deputy Executive Director for DFA, on behalf of Mr. Glenn Kornbrek, Director of the Bureau of Building, Grounds and Real Property Management, requests the following:

- Ratification of Emergency Declaration from Sam Polles, Ph.D., Executive Director of the Department of Wildlife, Fisheries, and Parks, dated June 25, 2013.
- Ratification of Emergency Certificate by Kevin J. Upchurch, Executive Director of the Department of Finance and Administration, dated June 28, 2013
- Approval for requisitioning \$300,000.00 from the Capital Expense Fund in FY14.
- Proceeding with an emergency project, appointment of Professional, obtaining quotes, etc., for the above related requests for the John Kyle State Park wastewater treatment plant.

**II. NEXT REGULAR MEETING DATE**

Regular Meeting, Wednesday, July 10, 2013

**AGENDA**

**PUBLIC PROCUREMENT REVIEW BOARD**

**FRIDAY, JUNE 28, 2013**

GS# 611-021

Wastewater Plant (EMER)

John W. Kyle State Park

(Department of Wildlife, Fisheries, and Parks)

The Department of Wildlife, Fisheries, and Parks is requesting help from the Bureau of Building, Grounds and Real Property Management, regarding the wastewater system / treatment plant at John Kyle State Park because it is no longer functional.

The Bureau of Building, Grounds and Real Property Management is requesting approval for expenditure from the Capitol Expense Fund for FY14; and, proceeding with project for said emergency, appointing Professional, obtaining quotes, etc.

Note: Statute allows up to \$500,000.00 per emergency with a cap of \$2,000,000.00 per fiscal year. The Department of Wildlife, Fisheries, and Parks Emergency Declaration is attached. The Department of Finance and Administration Emergency Certificate is attached. Letters have been drafted for distribution to the eight entities named in the statute for notification of expenditure from the Capital Expense Fund.



STATE OF MISSISSIPPI  
GOVERNOR PHIL BRYANT

DEPARTMENT OF FINANCE AND ADMINISTRATION

KEVIN J. UPCHURCH  
EXECUTIVE DIRECTOR

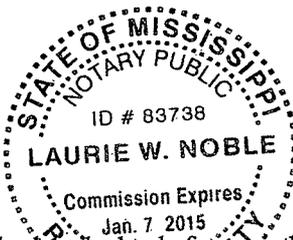
DFA DECLARATION OF EMERGENCY CERTIFICATE

I, Kevin J. Upchurch, Executive Director of the Department of Finance and Administration, do hereby make the following findings and declarations pursuant to authority provided in Sections 31-7-1(f) and 31-7-13 (j), *Mississippi Code of 1972*:

- (1) An emergency is being declared as set forth below regarding the waste water system / treatment plant at John Kyle State Park because it is no longer functional.
- (2) In the opinion of the Department of Finance and Administration, the delay incident to giving opportunity for competitive bidding would be detrimental to the interests of the State. This is based on letter serving as the Declaration of Emergency from Sam Polles; Ph.D., Executive Director of the Department of Wildlife, Fisheries, and Parks, dated June 25, 2013.
- (3) As per Section 31-7-13(j), Mississippi Code of 1972, . . . *If the governing board or the executive head, or his designee, of any agency of the state shall determine that an emergency exists in regard to the purchase of any commodities or repair contracts, so that the delay incident to giving opportunity for competitive bidding would be detrimental to the interests of the state, then the provisions herein for competitive bidding shall not apply . . . .*
- (4) As per Section 31-7-1(f), Mississippi Code of 1972, *"Emergency" shall mean . . . any circumstances . . . when the immediate preservation of order or of public health is necessary . . . or when the immediate restoration of a condition of usefulness of any public building . . . appears advisable . . . or when the delay incident to obtaining competitive bids could cause adverse impact upon the governing authorities or agency, its employees or its citizens; . . . .*
- (5) The repairs are being processed under GS# 611-021 entitled Wastewater Plant (EMER) for John W. Kyle State Park for the Department of Wildlife, Fisheries, and Parks.
- (6) The procedures provided in the Bureau of Building, Grounds and Real Property Management Procedure Manual regarding emergencies are being complied with, as well as the Code Sections referenced above.
- (7) Procedures for obtaining quotes will now commence between the Bureau of Building, Grounds and Real Property Management, the Professional, and the Using Agency for subject project.
- (8) Expenditures will be in the amount of \$300,000.00 made from the State of Mississippi 2014 Capital Expense Fund.

Kevin J. Upchurch, Executive Director  
Department of Finance and Administration

Date: June 28, 2013.



Sworn to and subscribed to before me, the undersigned Notary, on this the 28th day of June, 2013.

, Notary

My Commission Expires: 1-7-2015



**MISSISSIPPI  
DEPARTMENT OF WILDLIFE, FISHERIES, AND PARKS**

**Sam Polles, Ph.D.  
Executive Director**

June 25, 2013

Mr. Glenn Kornbrek, Director  
Bureau of Building, Grounds & Real Property Mgmt.  
1401 Woolfolk Building, Suite B  
Jackson, MS. 39201

RE: Emergency Replacement of Treatment Plant  
John Kyle State Park

Dear Mr. Kornbrek:

The referenced waste water treatment plant is no longer functional. The waste water system will require total replacement as repairs are not feasible. The estimated replacement cost is approximately \$248,000. It is my understanding that Bureau funds will be available for this emergency project. We would also request that Dungan Engineering be appointed as the professional.

The agency appreciates the Bureau's funding and assistance with this project.

Sincerely,



Sam Polles, Ph.D.  
Executive Director

C: Robert Cook, Ramie Ford

# PUBLIC PROCUREMENT REVIEW BOARD

## REGULAR MEETING

WEDNESDAY, JULY 10, 2013

A regular meeting of the Public Procurement Review Board was held at 2:00 p.m. in the 13<sup>th</sup> floor Conference Room of the Woolfolk State Office Building located in Jackson, Mississippi.

### PRESENT

Mr. Kevin J. Upchurch, Chairman  
Mr. Rick Snowden, Member

### OTHERS

Ms. Monica Ritchie, Director of the Office of Purchasing and Travel, DFA  
Mr. Lance Fulcher, Director of the Office of Purchasing, Travel and Fleet Management, DFA  
Mr. Brooks Moore, Director of Real Property Management, DFA  
Ms. Romaine Richards, Special Assistant Attorney General, DFA  
Ms. Melody Coulson, PPRB Recorder, DFA

### ABSENT

Mr. Freddie M. "Flip" Phillips, Vice Chair  
Mr. Glenn Kornbrek, Director of the Bureau of Building, Grounds and Real Property Management, DFA

The Chairman called the meeting to order and commenced the meeting with prayer.

### MINUTES

Mr. Upchurch asked if the Minutes had been reviewed for the following meetings:

Regular Meeting, Wednesday, June 05, 2013  
Special Meeting, Monday, June 17, 2013  
Special Meeting, Thursday, June 27, 2013  
Special Meeting, Friday, June 28, 2013

Mr. Snowden made a motion to approve the above-mentioned Minutes. Mr. Upchurch seconded and the motion carried.

### OFFICE OF PURCHASING, TRAVEL & FLEET MANAGEMENT (OPTFM)

Ms. Ritchie presented the following:

1. A request on behalf of the Mississippi Department of Corrections (MDOC) for approval of a Food Staples Bid awarded to the low bidder, Shaver Foods, in the amount of \$1,098,511.26 from July 1, 2013 through December 31, 2013. Mr. Snowden made the motion to approve. Mr. Upchurch seconded and the motion carried.
2. A request on behalf of the Mississippi Department of Corrections (MDOC) for approval of a Milk Bid awarded to the low bidder, Eastside Jersey, in the amount of \$691,540.00 from July 1, 2013 through June 30, 2014. Mr. Snowden made the motion to approve. Mr. Upchurch seconded and the motion carried.
3. A request on behalf of the University of Mississippi Medical Center (UMMC) for approval of a one time

## **PUBLIC PROCUREMENT REVIEW BOARD**

### **Regular Meeting**

**Wednesday, July 10, 2013**

Page 2

purchase from the Novation Contract with a Trade In for a surgical microscope be awarded to, Carl Zeiss Meditec, Inc., in the amount of \$510,636.58(\$408,929.25 with trade in). Mr. Snowden made the motion to approve. Mr. Upchurch seconded and the motion carried.

4. A request on behalf of the University of Mississippi Medical Center (UMMC) for approval of a Sole Source Contract for catheters be awarded to, Biosense-Webster, in the amount of \$551,152.00 from July 1, 2013 through June 30, 2014. Mr. Snowden made the motion to approve. Mr. Upchurch seconded and the motion carried.
5. A request to Acknowledge that per MS Law 47-5-357, OPT has established purchasing regulations to exempt the MDOC Prison Agricultural Enterprises from bidding on certain commodities that are volatile at this time. The products that this will apply to are: soybean meal, calcium carbonate, mono calcium phosphate, other feed ingredients, crop seed, fertilizer, chemicals and diesel fuel. The services that this will apply to are aerial applications and custom spraying. Mr. Snowden made a motion to acknowledge this request. Mr. Upchurch seconded and the motion carried.

## **BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT**

### **Leases**

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

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

The Board reviewed (c) New Leases. Mr. Moore explained the new lease. Mr. Snowden made the motion to approve (c) as recommended by the Division of Real Property Management, contingent upon fully executed leases, Mr. Upchurch seconded, and the motion carried.

The Board reviewed (d) Other. Mr. Moore explained the lease. Mr. Snowden made the motion to approve (d) as recommended by the Division of Real Property Management, contingent upon fully executed leases, Mr. Upchurch seconded, and the motion carried.

### **Construction**

Mr. Glenn Kornbrek, presented the following:

1. Ratification of the Construction, F&E, ITS and WebProcure awards. Mr. Snowden made a motion to ratify. Mr. Upchurch seconded, and the motion carried.

## **OTHER BUSINESS**

The board acknowledged the following:

- Milo J. Crabtree, Deputy Executive Director and Member of the PPRB retired effective June 30, 2013.
- The appointment of Charles R. Snowden, Deputy Executive Director, as Member of the PPRB, effective July 8, 2013.

**PUBLIC PROCUREMENT REVIEW BOARD**

**Regular Meeting**

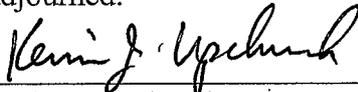
**Wednesday, July 10, 2013**

Page 3

The Mississippi Department of Finance & Administration is mandated to protect, secure and maintain properties listed in Section 29-5-2 and to enforce the laws of this State on the properties that fall under its jurisdiction pursuant to 29-5-77 and 29-5-81. As the custodian of said buildings and properties, DF A determined that the buildings under its jurisdiction contained sensitive places and that it would be in the interest of government to prohibit the open carry of weapons therein. DF A issued a letter of declaration to agency heads to that effect on June 28, 2013.

If the Directors agreed that their respective building had sensitive places, they were asked to respond in writing providing their reasons for the designation. If they disagreed, they were asked to likewise respond and the signage prohibiting the open carry of weapons would be removed. A deadline of July 15, 2013 was given to the Directors to respond. As of today's date, the following Directors have responded requesting that the designation prohibiting the open carry of weapons be made permanent and have provided their reasons for the requested designation: The Board of Professional Engineers and Surveyors, Joint Legislative Budget Committee Meeting Room, Gaming Commission, and The PEER Committee. The board acknowledged this request.

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

  
\_\_\_\_\_  
Kevin J. Upchurch

  
\_\_\_\_\_  
Charles R. Snowden





STATE OF MISSISSIPPI  
GOVERNOR PHIL BRYANT

DEPARTMENT OF FINANCE AND ADMINISTRATION

KEVIN J. UPCHURCH  
EXECUTIVE DIRECTOR

# NOTICE

A Regular Meeting of the

## **PUBLIC PROCUREMENT REVIEW BOARD**

will be held Wednesday, July 10, 2013, 2:00 p.m. in the  
13<sup>th</sup> floor Conference Room of the  
Woolfolk State Office Building

# AGENDA

## PUBLIC PROCUREMENT REVIEW BOARD

Regular Meeting

2:00 p.m.

WEDNESDAY, JULY 10, 2013

### I. MEETING MINUTES

- Approval of Minutes for the Regular Meeting, Wednesday, June 05, 2013
- Approval of Minutes for the Special Meeting, Monday, June 17, 2013
- Approval of Minutes for the Special Meeting, Thursday, June 27, 2013
- Approval of Minutes for the Special Meeting, Friday, June 28, 2013

### II. OFFICE OF PURCHASING, TRAVEL AND FLEET MANAGEMENT

Ms. Monica Ritchie, Director of the Office of Purchasing and Travel, requests the following:

- Approval of 2 MDOC Contracts
- Ratify 1 UMMC Contract for a Surgical Microscope
- Approval of a sole source UMMC Contract for Catheters
- Acknowledgment of purchasing regulations for MDOC Prison Agricultural Enterprises

### III. BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT

Mr. Brooks Moore, Director of Real Property Management, requests approval of the following:

- Renewal Leases with no Increase in Cost or Space (a)
- Renewal Leases with an Increase in Cost or Space (b)
- New Leases (c)
- Other (d)

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

- Ratification of Construction, F&E, ITS and WebProcure awards

### IV. OTHER BUSINESS

Acknowledge the following:

- Milo J. Crabtree, Deputy Executive Director and Member of the PPRB retired effective June 30, 2013.
- The appointment of Charles R. Snowden, Deputy Executive Director, as Member of the PPRB, effective July 8, 2013.

### V. NEXT MEETING DATE

Regular Meeting, Wednesday, August 07, 2013

**OFFICE OF PURCHASING AND TRAVEL  
PUBLIC PROCUREMENT REVIEW BOARD  
MEETING AGENDA  
July 10, 2013**

- 1. REQUESTING AGENCY: MS Dept. of Corrections**  
**CONTRACTOR: Shaver Foods**  
**AMOUNT OF CONTRACT: \$1,098,511.26**  
**TERM OF CONTRACT: 6 months-July 1, 2013 through December 31, 2013**  
**SCOPE OF CONTRACT: Food Staples**  
**PURCHASE METHOD (PROPOSAL, SOLE SOURCE): Agency Bid Contract**  
**COMMENTS: The Dept. of Corrections advertised and received bids for food items. They received multiple bids and are requesting to purchase from the low bidder Shaver Foods, LLC.**  
**COMPLIANCE WITH PROCEDURES (YES, NO): Yes**  
**If no, explanation:**  
**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.**
- 2. REQUESTING AGENCY: MS Dept. of Corrections**  
**CONTRACTOR: Eastside Jersey**  
**AMOUNT OF CONTRACT: \$691,540**  
**TERM OF CONTRACT: 12 months - July 1, 2013 through June 30, 2014**  
**SCOPE OF CONTRACT: Milk**  
**PURCHASE METHOD (PROPOSAL, SOLE SOURCE): Agency Bid Contract**  
**COMMENTS: The Dept. of Corrections advertised and received bids for milk. They received multiple bids and are requesting to purchase from the low bidder Eastside Jersey, LLC.**  
**COMPLIANCE WITH PROCEDURES (YES, NO): Yes**  
**If no, explanation:**  
**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.**
- 3. REQUESTING AGENCY: University of MS Medical Center**  
**CONTRACTOR: Carl Zeiss Meditec, Inc.**  
**AMOUNT OF CONTRACT: \$510,636.58 (\$408,929.25 with trade-in)**  
**TERM OF CONTRACT: one time purchase**  
**SCOPE OF CONTRACT: surgical microscope**  
**PURCHASE METHOD (PROPOSALS, SINGLE SOURCE, ETC): GPO and Trade In**  
**COMMENTS: UMC trade in for a surgical microscope with a value of \$4,500 towards the purchase of a new surgical microscope. Other discounts such as a "package discount and a luminary discount" decrease the price from \$506,136.58 to \$408,929.25. The microscope is offered on Novation Contract #CEO150-2012.**

UMMC has statutory authority to purchase from group purchasing contracts.

**COMPLIANCE WITH PROCEDURES (YES, NO):** Yes

If no, explanation:

**ADDITIONAL COMMENTS IF NEEDED:** Based on the information submitted by the Agency, we ask the Board to ratify this purchase.

4. **REQUESTING AGENCY:** University of MS Medical Center

**CONTRACTOR:** Biosense-Webster

**AMOUNT OF CONTRACT:** \$551,152

**TERM OF CONTRACT:** July 1, 2013 thru June 30, 2014

**SCOPE OF CONTRACT:** catheters

**PURCHASE METHOD (PROPOSALS, SINGLE SOURCE, ETC):** Sole Source

**COMMENTS:** The UMMC is requesting a sole source agency contract to secure pricing for purchase of supplies (as needed) to perform mapping and navigation of the heart and surrounding vessels to treat atrial fibrillation. Biosense-Webster is the only company that uses an externally anchored mapping system that improves localization and diagnostic accuracy. Biosense-Webster also has a patent on the technology.

**COMPLIANCE WITH PROCEDURES (YES, NO):** Yes

If no, explanation:

**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

5. Per MS Law 47-5-357, OPT requests that the PPRB Board record on its minutes that OPT has established purchasing regulations to exempt the MDOC Prison Agricultural Enterprises from bidding on certain commodities that are volatile at this time. A copy of the request from MDOC and the statute are attached.



RECEIVED

JUL 3 2013

STATE OF MISSISSIPPI  
DEPARTMENT OF CORRECTIONS  
CHRISTOPHER B. EPPS  
COMMISSIONER

OFFICE OF  
PURCHASING, TRAVEL AND  
FLEET MANAGEMENT

Stanley H. Brooks, Director  
Agriculture Enterprises  
(662) 745-6611 ext. 4257  
(662) 745-2696 (Fax)

Mississippi State Penitentiary  
Post Office Box 639  
Parchman, Mississippi 38738

June 28, 2013

Mr. Lance Fulcher  
Director Office of Purchasing and Travel  
701 Woolfolk Bldg. Suite A  
Jackson, MS 39201

Dear Lance:

During a meeting on May 3 2012 we discussed the purchasing procedures regarding Mississippi Prison Agricultural Enterprises. As we discussed, Section 47-5-357 of the Mississippi Code gives us the authority to establish a prudent purchasing policy which may exempt from bid requirements certain items or services which are needed for the efficient and effective management of the prison agricultural enterprises.

In the meeting we discussed the procedures that we would use to satisfy the requirements of Code Section 47-5-357 concerning those items which are difficult to get vendors to bid on due to the fluctuations in the market.

The procedures that will be followed are as follows:

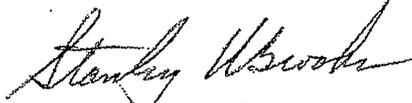
We will continue to request sealed bids on the products as we have in the past. If we do not receive any bids we will request written quotes from the vendors on an as needed basis and use the lowest or best bid to determine who is awarded the bid.

The products that we will apply this procedure to are as follows: soybean meal, calcium carbonate, mono calcium phosphate, other feed ingredients, crop seed, fertilizer, chemicals and diesel fuel. The services that we would apply this procedure to would be aerial applications and custom spraying.

If you are in agreement with the above procedures please present to the Procurement Board to be entered into the minutes according to paragraph 2 of Code Section 47-5-357.

Your assistance in this matter is greatly appreciated.

Sincerely,

A handwritten signature in cursive script, appearing to read "Stanley H. Brooks".

Stanley H. Brooks  
Director Ag Enterprises

FOCUS™ Terms  Search Within  Original Results (1 - 1)   Advanced... [View Tutorial](#)

View  Full

1 of 1

Book Browse

Miss. Code Ann. § 47-5-357 (Copy w/ Cite)

Pages: 1

Miss. Code Ann. § 47-5-357

MISSISSIPPI CODE of 1972

\*\*\* Current through the 2011 Regular Session and 1st Extraordinary Session \*\*\*

TITLE 47. PRISONS AND PRISONERS; PROBATION AND PAROLE  
CHAPTER 5. CORRECTIONAL SYSTEM  
PRISON AGRICULTURAL ENTERPRISES

Miss. Code Ann. § 47-5-357 (2012)

§ 47-5-357. Purchasing policy; items exempted from bid requirements

(1) Due to the unique and time sensitive requirements of growing and harvesting products produced by the prison agricultural enterprises, the Department of Finance and Administration and the department shall establish a prudent purchasing policy which may exempt from bid requirements those commodities, items or services which are needed for the efficient and effective management of the prison agricultural enterprises.

(2) The Department of Finance and Administration shall, by order entered on its minutes, list those commodities, items and services exempted from bid requirements as provided in Section 31-7-12, Mississippi Code of 1972.

**HISTORY:** SOURCES: Laws, 1992, ch. 506, § 4, eff from and after passage (approved May 15, 1992).

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1 of 1

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Miss. Code Ann. § 47-5-357 (Copy w/ Cite)

Pages: 1

In

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PUBLIC PROCUREMENT REVIEW BOARD

REGULAR MEETING

July 10, 2013

LEASES

850-000

The Division of Real Property Management requests concurrence and approval of the following:

**(a) RENEWAL LEASES WITH NO INCREASE IN COST OR SPACE:**

<u>Agency</u>	<u>Location</u>	<u>Eff. Date</u>	<u>Type* Space</u>	<u>Previous Sq. Ft.</u>	<u>Proposed Sq. Ft.</u>	<u>Previous** \$/Sq. Ft.</u>	<u>Proposed** \$/Sq. Ft.</u>	<u>%Fed Esc Fund</u>	<u>\$/Year</u>	<u>Lease #</u>
Audit	Huff Hall Perkinson	10/01/13 09/30/14	O	154	154	5.00 inc	5.00 inc	N 0	770	0856622014A01301
DOC	1920 6 <sup>th</sup> St Meridian	08/01/13 07/31/18	O	3,086	3,086	8.37+UJ rounded	8.37+UJ rounded	N 0	25,800	1703812018A01225
DOC	2627 W Oxford Oxford	11/01/13 10/31/16	O	1,000	1,000	12.00+UJ	12.00+UJ	N 0	12,000	1703612016A01843
MDA	2401 11 <sup>th</sup> St Meridian	09/01/13 08/31/14	O	300	300	.01 inc	.01 inc	N 0	1	2253812014A01196
Emp Sec	1111 Hwy 98 Columbia	08/01/13 07/31/14	O	2,850	2,850	6.50+UJ	6.50+UJ	N 100	18,525	2604612014A00430
Health	Cliff Gookin Tupelo	08/01/13 07/31/18	O	1,500	1,500	6.80+J	6.80+J	N 0	10,200	3904122018A07282
Health	1029 Phillips McComb	08/01/13 07/31/16	O/WH	5,000	5,000	6.95+UJ	6.95+UJ	N 100	34,750	3905722016B01795
SMRC	4011 Beatline Long Beach	10/01/13 09/30/15	O	3,348	3,348	7.17+UJ rounded	7.17+UJ rounded	N 0	24,000	5362432015B01420

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

<u>Agency</u>	<u>Location</u>	<u>Eff. Date</u>	<u>Type* Space</u>	<u>Previous Sq. Ft.</u>	<u>Proposed Sq. Ft.</u>	<u>Previous** \$/Sq. Ft.</u>	<u>Proposed** \$/Sq. Ft.</u>	<u>%Fed Esc Fund</u>	<u>\$/Year</u>	<u>Lease #</u>
DOC	230 Magnolia Raleigh	08/01/13 07/31/18	O	2,100	2,100	4.29+UJ rounded	5.15+UJ rounded	N 0	10,800	1706512018A01586
Oil and Gas	500 Greymont Jackson	09/01/13 08/31/18	O	13,200	15,731	13.00 inc	10.91 inc rounded	N 0	171,600	6402512018A37359

(c) NEW LEASES:

1.

<u>Agency</u>	<u>Location</u>	<u>Eff. Date</u>	<u>Type* Space</u>	<u>Previous Sq. Ft.</u>	<u>Proposed Sq. Ft.</u>	<u>Previous** \$/Sq. Ft.</u>	<u>Proposed** \$/Sq. Ft.</u>	<u>%Fed Esc Fund</u>	<u>\$/Year</u>	<u>Lease #</u>
MSH	300 Capers Jackson	07/01/13 06/30/14	O		30,800		.01+UJ	N 0	10	5322512014A01570

2. The following requests from the Mississippi Department of Human Services include leasing additional storage units in Jackson and Clarksdale for storage for the Healthy Homes Mississippi Home Visiting Program. Each unit will be a separate lease in order to allow flexibility in the future for termination / cancelation of any single unit.

<u>Agency</u>	<u>Location</u>	<u>Eff. Date</u>	<u>Type* Space</u>	<u>Previous Sq. Ft.</u>	<u>Proposed Sq. Ft.</u>	<u>Previous** \$/Sq. Ft.</u>	<u>Proposed** \$/Sq. Ft.</u>	<u>%Fed Esc Fund</u>	<u>\$/Year</u>	<u>Lease #</u>
Human Services	42 Northtown Jackson	05/20/13 04/19/14 mo to mo	S		200		11.70 inc	N 0	2,340 2,145	8652512014B01493 (11 Months)
Human Services	42 Northtown Jackson	05/20/13 04/19/14 mo to mo	S		200		11.70 inc	N 0	2,340 2,145	8652512014C01493 (11 Months)
Human Services	42 Northtown Jackson	05/20/13 04/19/14 mo to mo	S		200		11.70 inc	N 0	2,340 2,145	8652512014D01493 (11 Months)
Human Services	42 Northtown Jackson	05/20/13 04/19/14 mo to mo	S		200		12.30 inc	N 0	2,460 2,255	8652512014E01493 (11 Months)
Human Services	42 Northtown Jackson	05/20/13 04/19/14 mo to mo	S		200		13.50 inc	N 0	2,700 2,475	8652512014F01493 (11 Months)
Human Services	42 Northtown Jackson	05/20/13 04/19/14 mo to mo	S		200		13.50 inc	N 0	2,700 2,475	8652512014G01493 (11 Months)
Human Services	200 Desoto Clarksdale	05/20/13 04/19/14 mo to mo	S		390		11.54 inc rounded	N 0	4,500 4,125	8651412014B07404 (11 Months)

(d) OTHER:

<u>Agency</u>	<u>Location</u>	<u>Eff. Date</u>	<u>Type* Space</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>
Health	3276 Lynch Jackson	08/01/12 07/31/15	O/WH	12,000	12,000	10.50+UJ	10.50+UJ	N 100	126,000	3902512015B01627	

This request from the Mississippi State Department of Health includes a one-time payment to the Lessor in the amount of \$1,144.90 for improvements to the facility to turn it into a WIC Mart. Two (2) quotes were received for the work, with the work to be performed at the lower of the two (2) quotes.

Human Services	42 Northtown Jackson	03/01/13 02/28/14	S	200	200	12.32 inc	12.32 inc	N 0	2,464	8652512014A01493
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This request from the Mississippi Department of Human Services includes a change of address from 304 South State Street, Jackson, Mississippi 39201 to the address above. MDHS originally leased space in the Storagemax Downtown location, but due to the elevator becoming inoperable, Storagemax offered to move all storage to the Northtown location. All other terms and conditions of the original lease, including space and price, remain the same.

Human Services	200 Desoto Clarksdale	03/01/13 01/31/14 mo to mo	S	300	300	9.90 inc	10.80 inc	N 0	3,240	8651412014D07404
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This request includes a modification of the rental amount. The annual amount originally presented was based on the 11-month term instead of a 12-month term. The amount above reflects the accurate annual rental amount. This Lease was approved by the PPRB on March 6, 2013.

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, JULY 10, 2013

#### **Ratification 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 requests ratification of 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 June 1, 2013 through June 30, 2013.

#### **Construction Awards under \$5,000,000.00**

1. **GS# 202-067** Energy Conservation Measures – Copiah-Lincoln Community College (GC001) – Award to Buford Plumbing Company, Inc., Jackson, Mississippi, in the amount of \$543,700.00 (Lowest of 5 bids received)
2. **GS# 208-049** Energy Conservation Measures – Jones County Junior College (GC002) – Award to Siemens Industry, Inc., Flowood, Mississippi, in the amount of \$223,500.00 (Lowest of 2 bids received)
3. **GS# 213-048** Campus Roofing – PH I – Northeast Mississippi Community College (GC001) – Award to Panola Construction Co., Inc., Batesville, Mississippi, in the amount of \$362,000.00 (Lowest of 4 bids received)
2. **GS# 322-033** Hail Damage Repairs (EMER) – Central Mississippi Correctional Facility (GC001) — Award to E Cornell Malone Corporation, Jackson, Mississippi, in the amount of \$1,083,860.00 (Lowest of 4 quotes received)
3. **GS# 332-040** Maintenance Bldg. – Law Enforcement Officers Training Academy (Department of Public Safety) (OC001) — Award to Coleman Hammons Construction Co., Inc., Pearl, Mississippi, in the amount of \$4,952.30 (1 quote received per code 31-7-13 for under \$5,000.00)
4. **GS# 346-005** Exterior Restoration – Mississippi Sports Hall of Fame (GC001) — Award to Diversified Construction Services, Inc., Ridgeland, Mississippi, in the amount of \$488,000.00 (Lowest of 7 bids received)
5. **GS# 371-093** Mississippi Children's Museum – Department of Finance and Administration (OC002) — Award to Fountain Construction Co., Inc., Jackson, Mississippi, in the amount of \$42,990.00 (Lowest of 2 quotes received)

### Construction Awards under \$5,000,000.00 (cont.)

6. GS# 412-184 Hail Damage Repairs (EMER) – Mississippi State Hospital (GC002) — Award to Crawford Roofing, Inc., Chickasha, Oklahoma, in the amount of \$936,302.00 (Lowest of 5 quotes received)
7. GS# 412-184 Hail Damage Repairs (EMER) – Mississippi State Hospital (GC003) — Award to Crawford Roofing, Inc., Chickasha, Oklahoma, in the amount of \$1,047,069.00 (Lowest of 3 quotes received)
8. GS# 423-094 Hail Damage Repairs (EMER) – Hudspeth Regional Center (GC001) — Award to Sullivan Enterprises, Inc., Magee, Mississippi, in the amount of \$114,000.00 (Lowest of 3 quotes received)
9. GS# 423-094 Hail Damage Repairs (EMER) – Hudspeth Regional Center (GC002) — Award to Rowell Roofing, Inc., Columbia, Mississippi, in the amount of \$1,243,000.00 (Lowest of 3 quotes received)
10. GS# 513-009 Park Renovation – PH I – Grand Gulf Military Monument Commission (GC001) — Award to Sullivan Enterprises, Inc., Magee, Mississippi, in the amount of \$188,600.00 (Lowest of 4 bids received)
11. GS# 513-009 Park Renovation – PH I – Grand Gulf Military Monument Commission (OC002) — Award to Bryant's Air & Heat, L.L.C., Port Gibson, Mississippi, in the amount of \$4,983.00 (1 quote received per code 31-7-13 for under \$5,000.00)
12. GS# 522-048 Parking Garage Repairs – State Department of Health (GC002) — Award to Williams Restoration & Waterproofing, Inc., Lavergne, Tennessee, in the amount of \$189,240.00 (Lowest of 3 bids received)

### Furniture & Equipment Awards under \$2,000,000.00

1. GS# 358-037 House Office Renovations –New Capitol Building (Office of Capitol Facilities) (Department of Finance and Administration) (FE034) — Award to Art Supply Headquarters, Jackson, Mississippi, in the amount of \$349.35 (1 quote received per code 31-7-13 for under \$5,000.00)
2. GS# 358-037 House Office Renovations –New Capitol Building (Office of Capitol Facilities) (Department of Finance and Administration) (FE035) — Award to Gil Ford Photography, Jackson, Mississippi, in the amount of \$700.00 (1 quote received per code 31-7-13 for under \$5,000.00)
3. GS# 550-008 DMR Pass Christian Project – Department of Marine Resources (FE001) — Award to Signs First, Jackson, Mississippi, in the amount of \$4,713.58 (1 quote received per code 31-7-13 for under \$5,000.00)
4. GS# 601-123 F&E State Parks – Department of Wildlife, Fisheries and Parks (FE009) — Award to Business Interiors, Inc., Ridgeland, Mississippi, in the amount of \$28,209.00 (State Contract Adden #5-42005917)

### ITS Awards

1. GS# 106-201 Library Enhancements – Mississippi Valley State University (SC002) — Award to James Self, Inc., Pearl, Mississippi, in the amount of \$4,949.40 (CP-1 20130482)
2. GS# 322-032 Youthful Offender Unit (EMER) – Central Mississippi Correctional Facility (SC001) — Award to James Self, Inc., Pearl, Mississippi, in the amount of \$25,481.22 (CP-1 20130458)

WebProcure Contract

Department of Wildlife, Fisheries and Parks Contract

Title – Calling Panther Lake

Contract Number – 46413007

Contractor – Warren & Warren Asphalt Paving, LLC

Contract Amount - \$123,150.00

Scope – RV Campground Paving



STATE OF MISSISSIPPI  
GOVERNOR PHIL BRYANT

DEPARTMENT OF FINANCE AND ADMINISTRATION  
KEVIN J. UPCHURCH  
EXECUTIVE DIRECTOR

July 8, 2013

Mr. Rick Snowden  
Deputy Executive Director  
MS Department of Finance and Administration  
P.O. Box 267  
Jackson, MS 39205

Dear Mr. Snowden:

As Chairman of the Public Procurement Review Board, I hereby designate Rick Snowden to serve as a member of the Public Procurement Review Board. Further, Mr. Snowden will serve in replacement for Mr. Milo Crabtree who recently retired.

Sincerely,

A handwritten signature in black ink that reads "Kevin J. Upchurch".

Kevin J. Upchurch

c: Rita Wray  
Flip Phillips  
Becky Thompson  
Romaine Richards  
Aubrey Leigh Goodwin  
Melody Coulson ✓

**PUBLIC PROCUREMENT REVIEW BOARD**

**SPECIAL MEETING**

**TUESDAY, JULY 11, 2013**

A special meeting of the Public Procurement Review Board was held at 2:30 p.m. in the 13<sup>th</sup> floor Conference Room of the Woolfolk State Office Building located in Jackson, Mississippi.

**PRESENT**

Mr. Kevin J. Upchurch, Chairman  
Mr. Charles R. Snowden, Member

**ABSENT**

Mr. Freddie M. "Flip" Phillips, Vice Chair

**OTHERS**

Mr. Glenn Kornbrek, Director of the Bureau of Building, Grounds and Real Property Management, DFA  
Ms. Romaine Richards, Special Assistant Attorney General, DFA  
Ms. Melody Coulson, PPRB Recorder, DFA

The Chairman called the meeting to order and commenced the meeting with prayer.

**BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT**

Mr. Brooks Moore presented a request from Ronnie Henley, Jr., Lessee, to assign the farmland listed below for the 2013 Crop Year to 3 County Farms. Any Sub-lease/Assignment is for an amount not to exceed the lease obligation to the State of Mississippi. All terms and conditions, including the yearly rental amount, will remain the same as in the original Lease between the Lessee and the State of Mississippi. The Lessee and Sub-Lessee will both be responsible for the tract(s) until expiration of the lease term. Should the PPRB decide not to approve the Assignment/Sub-Lease, the Lessee will retain the land completely.

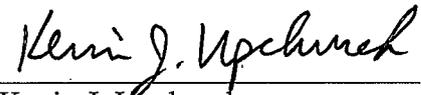
**Indianola Wildlife Management Area**  
**Farms #4800, 5114, 5217**  
**+ - 759 Acres**

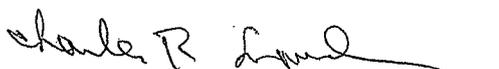
**Annual Amount:**

**\$141,174.00**

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

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

  
\_\_\_\_\_  
Kevin J. Upchurch

  
\_\_\_\_\_  
Charles R. Snowden





**STATE OF MISSISSIPPI**  
GOVERNOR PHIL BRYANT

**DEPARTMENT OF FINANCE AND ADMINISTRATION**

KEVIN J. UPCHURCH  
EXECUTIVE DIRECTOR

# **NOTICE**

A Special Meeting of the

## **PUBLIC PROCUREMENT REVIEW BOARD**

will be held Tuesday, July 11, 2013, 2:30 p.m. in the  
13th floor Conference Room  
Woolfolk State Office Building

Agenda: Approval of Farm Land Lease Modification and Miscellaneous

**AGENDA**

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

**TUESDAY, JULY 11, 2013**

**I. BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT**

Mr. Brooks Moore, Director of Real Property Management, requests the following:

- Approval of a Farm Land Lease Modification

**II. NEXT MEETING DATE**

Regular Meeting, Wednesday, August 07, 2013

PUBLIC PROCUREMENT REVIEW BOARD

SPECIAL MEETING

July 11, 2013

LEASES

850-000

The Division of Real Property Management requests concurrence and approval of the following:

**(a) FARMLAND:**

Request from Ronny Henley, Jr., Lessee, to assign the farmland listed below for the 2013 Crop Year to 3 County Farms. Any Sub-lease/Assignment is for an amount not to exceed the lease obligation to the State of Mississippi. All terms and conditions, including the yearly rental amount, will remain the same as in the original Lease between the Lessee and the State of Mississippi. The Lessee and Sub-Lessee will both be responsible for the tract(s) until expiration of the lease term. Should the PPRB decide not to approve the Assignment/Sub-Lease, the Lessee will retain the land completely.

Indianola Wildlife Management Area  
Farms #4800, 5114, 5217  
+- 759 Acres

Annual Amount:           \$141,174.00

Escalations: U=Utilities J=Janitorial I=Insurance T=Taxes R=Rent

\* O = Office WH = Warehouse C = Clinic WS = Workshop H = Housing L = Library S = Storage LB = Lab LD = Land T = Training

\*\* inc = Utilities and Janitorial Services are included in this amount

+UJ = Utilities and Janitorial Services are not included in this amount

+U = Utilities are not included in this amount

+J = Janitorial Services are not included in this amount

# PUBLIC PROCUREMENT REVIEW BOARD

## SPECIAL MEETING

MONDAY, JULY 29, 2013

A special meeting of the Public Procurement Review Board was held at 10:00 a.m. in the 13<sup>th</sup> floor Conference Room of the Woolfolk State Office Building located in Jackson, Mississippi.

### PRESENT

Mr. Kevin J. Upchurch, Chairman  
Mr. Freddie M. "Flip" Phillips, Vice Chair

### OTHERS

Mr. Bennie Nutt, Deputy Executive Director, DFA  
Mr. Lance Fulcher, Director of the Office of Purchasing, Travel and Fleet Management, DFA  
Ms. Monica Ritchie, Director of the Office of Purchasing and Travel, DFA  
Ms. Romaine Richards, Special Assistant Attorney General, DFA  
Ms. Melody Coulson, PPRB Recorder, DFA

### ABSENT

Mr. Charles R. Snowden, Member

The Chairman called the meeting to order and commenced the meeting with prayer.

### OFFICE OF PURCHASING, TRAVEL AND FLEET MANAGEMENT

Ms. Monica Ritchie presented a request

1. The Mississippi Department of Health issued a competitive bid for produce for the WIC program and it was awarded to Sunrise Fresh Produce for the period of March 1, 2013 to August 31, 2014. Dept of Health would like to extend the contract an additional six months for the period September 1, 2013 through February 28, 2014 (as allowed in their original bid specifications). The amount of the contract is \$1,281,705.00. Mr. Phillips made the motion to approve. Mr. Upchurch seconded and the motion carried.
2. The Mississippi Department of Public Safety is requesting approval to make a one time purchase from the State Contract for 25 Chargers with police and security options from Landers Dodge in the amount of \$568,550.00. The amount is over \$500,000.00 that is why it was brought to PPRB. Mr. Phillips made the motion to approve. Mr. Upchurch seconded and the motion carried.
3. The University of Southern Mississippi (USM) has advertised for sealed bids for the sale of surplus equipment (lab and scientific equipment). They are asking the Board for an exemption to OPTFM's regulations regarding the sale and advertisement of this equipment. They advertised for two consecutive weeks and received two bids and are ready to award to the high bidder. The issue is concerning the advertisement made to MPTAP which received the advertisement one day after the last advertisement appeared in the newspaper (as opposed to receiving it the same day that the first advertisement ran). The Procurement Manual states that agencies disposing of personal property by sealed bid are required to advertise the sale in the same manner as set forth in Section 31-7-13. They did not advertise in the same manner since MPTAP notice was received after the advertisement ran. USM would like an exemption to our regulations regarding this sale and advertisement with MPTAP. The confusion came in

**PUBLIC PROCUREMENT REVIEW BOARD**

**Special Meeting**

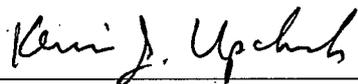
**Monday, July 29, 2013**

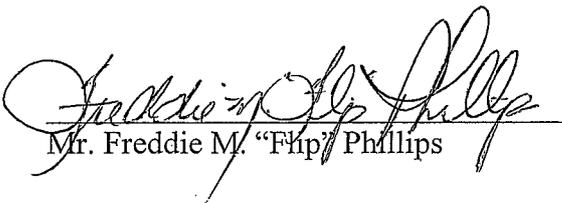
Page 2

because Section 31-7-13 addresses advertising when *purchasing goods or commodities*” when advertising and this was a sale. They do not have time to solicit new bids due to the fact that their new equipment is arriving and the equipment that they want to sell needs to be moved immediately. In discussing this item, the Board noted the fact that USM cannot remove the existing equipment and that there wasn't enough time to solicit new bids because of the arrival of the new equipment. Mr. Phillips made the motion to approve. Mr. Upchurch seconded and the motion carried.

4. The Department of Public Safety (DPS) is requesting the approval of a special procedure to sell used aircraft pursuant to Section 29-9-9 of the MS Code, which indicates that the PPRB is authorized and empowered to make reasonable rules and regulations and to require such information as may be necessary to carry out the purpose of this section. A similar process has previously been approved by PPRB for the University of Mississippi and Delta State University, as well as for DFA. Mr. Phillips made the motion to approve. Mr. Upchurch seconded and the motion carried.

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

  
\_\_\_\_\_  
Kevin J. Upchurch

  
\_\_\_\_\_  
Mr. Freddie M. "Flip" Phillips

**AGENDA**

**PUBLIC PROCUREMENT REVIEW BOARD**

**Special Meeting**

**10:00 a.m.**

**MONDAY, JULY 29, 2013**

**I. OFFICE OF PURCHASING, TRAVEL AND FLEET MANAGEMENT**

Ms. Monica Ritchie, Director of the Office of Purchasing and Travel, requests the following:

- Approval of a produce contract extension for Dept. of Health
- Approval of a one time purchase for chargers for Dept. of Public Safety
- USM is requesting an exemption to OPTFM's regulations
- DPS is requesting approval of a special procedure to sell used aircraft

**II. NEXT MEETING DATE**

Regular Meeting, Wednesday, August 07, 2013

**OFFICE OF PURCHASING AND TRAVEL  
PUBLIC PROCUREMENT REVIEW BOARD  
SPECIAL MEETING AGENDA  
July 29, 2013**

1. **REQUESTING AGENCY:** MS Dept. of Health

**CONTRACTOR:** Sunrise Fresh Produce

**AMOUNT OF CONTRACT:** \$1,281,705.00

**TERM OF CONTRACT:** September 1, 2013 – February 28, 2014

**SCOPE OF CONTRACT:** produce (fruits and vegetables)

**PURCHASE METHOD (PROPOSAL, SOLE SOURCE):** extension of current contract for additional six months

**COMMENTS:** MS Dept of Health issued a competitive bid for produce for the WIC program and it was awarded to Sunrise Fresh Produce for the period of March 1, 2013 to August 31, 2014. Dept of Health would like to extend the contract an additional six months for the period September 1, 2013 through February 28, 2014 (as allowed in their original bid specifications). Their current unit prices are competitive with the little projected significant change if the contract was to be rebid.

**COMPLIANCE WITH PROCEDURES (YES, NO):** Yes

If no, explanation:

**ADDITIONAL COMMENTS IF NEEDED:** Based on the information submitted by the Agency, we ask for the Board's approval contingent upon the issuance of an award letter or a purchase order by the Agency.

2. **REQUESTING AGENCY:** MS Dept of Public Safety

**CONTRACTOR:** Landers Dodge

**AMOUNT OF CONTRACT:** \$568,550

**TERM OF CONTRACT:** one time purchase

**SCOPE OF CONTRACT:** 25 chargers with options

**PURCHASE METHOD (PROPOSALS, SINGLE SOURCE, ETC):** State Contract Purchase

**COMMENTS (Low bid, high point total, unique features):** DPS is requesting approval to purchase 25 chargers with police and security options. Approval is needed by PPRB due to the dollar amount being over \$500,000.

**COMPLIANCE WITH PROCEDURES (YES, NO):** Yes

If no, explanation:

**ADDITIONAL COMMENTS IF NEEDED:** Based on the information submitted by the Agency, we ask for the Board's approval contingent upon the issuance of an award letter or a purchase order by the Agency.

3. USM has advertised for sealed bids for the sale of surplus equipment (lab and scientific equipment). They are asking the Board for an exemption to OPTFM's regulations regarding the sale and advertisement of this equipment. They advertised for two consecutive weeks and received two bids and are ready to award to the high bidder. The issue is concerning the advertisement made to MPTAP which received the advertisement one day after the last advertisement appeared in the newspaper (as opposed to receiving it the same day that the first advertisement ran). The Procurement Manual states that agencies disposing of personal property by sealed bid are required to advertise the sale in the same manner as set forth in Section 31-7-13. They did not advertise in the same

manner since MPTAP notice was received after the advertisement ran. USM would like an exemption to our regulations regarding this sale and advertisement with MPTAP. The confusion came in because 31-7-13 addresses advertising when *purchasing goods or commodities* when advertising and this was a sale. They do not have time to solicit new bids due to the fact that their new equipment is arriving and the equipment that they want to sell needs to be moved immediately.

4. The Department of Public Safety (DPS) is requesting the approval of a special procedure to sell used aircraft pursuant to Section 29-9-9 of the MS Code, which indicates that the PPRB is authorized and empowered to make reasonable rules and regulations and to require such information as may be necessary to carry out the purpose of this section. A similar process has previously been approved by PPRB for the University of Mississippi and Delta State University, as well as for DFA.

It has been found that selling a used aircraft through the traditional bid process is very difficult. Locating a quality bidder takes a great deal of time and a little luck. Once found, the state entity must be in a position to sell quickly. If it must first advertise and wait the allotted amount of time, there is a good chance that the buyer will have found another aircraft to purchase. The selling entity would then be forced to begin the process again.

The process being proposed is as follows:

In accordance with Code Section 61-13-15, DPS would place the required advertisements in a newspaper with general circulation published in the State of Mississippi indicating that DPS will receive sealed proposals for the sale of the aircraft. The ad would indicate that proposals received by DPS by a set date and time (not less than seven working days after the last published notice) would be opened, but that DPS reserves the right to continue accepting proposals for up to six months or until such time as an acceptable price is obtained. DPS will also advertise in the same manner in several national trade publications during the period the aircraft is being advertised locally. Evaluation of the proposals will be based on the goal of obtaining the best selling price available. DPS reserves the right to reject any and all bids received.

DPS will keep a record of all proposals received and, when a final selection of a buyer is made, will document the reasons leading to the decision to sell the aircraft to the successful bidder. DPS will submit the Inventory Deletion Form and applicable documentation to the Office of Purchasing, Travel, and Fleet Management.

Upon receipt of the documentation and the Inventory Deletion Form from DPS, the Office of Purchasing, Travel, and Fleet Management may approve the sale without obtaining any further approval. This quick approval will allow for the speedy sell of the desired aircraft.

We are asking for the Board's approval for DPS to use this procedure as a means to receive the best price for the sale of its aircraft.





STATE OF MISSISSIPPI  
GOVERNOR PHIL BRYANT

DEPARTMENT OF FINANCE AND ADMINISTRATION

KEVIN J. UPCHURCH  
EXECUTIVE DIRECTOR

# NOTICE

A Special Meeting of the

## **PUBLIC PROCUREMENT REVIEW BOARD**

will be held Monday, July 29, 2013, 10:00 a.m. in the  
13th floor Conference Room  
Woolfolk State Office Building

Agenda: Department of Health  
Mississippi Department of Public Safety  
University of Southern Mississippi  
Miscellaneous

**PUBLIC PROCUREMENT REVIEW BOARD**

**SPECIAL MEETING**

**WEDNESDAY, JULY 31, 2013**

A special meeting of the Public Procurement Review Board was held at 2:30 p.m. in the 13<sup>th</sup> floor Conference Room of the Woolfolk State Office Building located in Jackson, Mississippi.

**PRESENT**

Mr. Kevin J. Upchurch, Chairman  
Mr. Freddie M. "Flip" Phillips, Vice Chair

**ABSENT**

Mr. Charles R. Snowden, Member

**OTHERS**

Mr. Brooks Moore, Director of Real Property Management, DFA  
Ms. Romaine Richards, Special Assistant Attorney General, DFA  
Ms. Melody Coulson, PPRB Recorder, DFA

The Chairman called the meeting to order and commenced the meeting with prayer.

**BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT**

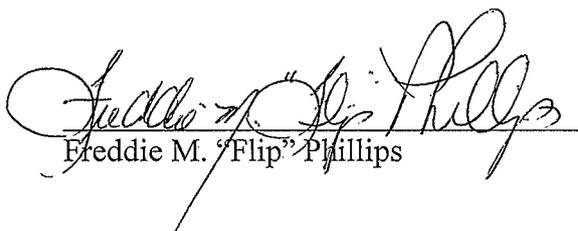
Mr. Brooks Moore presented a request from 5K and J Farms II ("Lessee") to sublease / assign a portion of land currently leased at O'Keefe Wildlife Management Area to Kellen C. Corbin d/b/a Kellen Corbin Farms ("Sub-Lessee"). The total amount of land to be subleased / assigned is 284.6 acres out of a total of 751 acres currently leased by 5K and J Farms II.

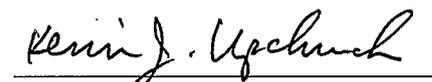
The total rental amount for the 2013 crop year has been paid by Lessee. Therefore, the Sub-Lessee agrees to pay Lessee a total amount of \$30,396.11 for the subleased / assigned acreage, which is the same rate per acre as the original Lease Agreement between Lessor and Lessee. This sublease / assignment is for the 2013 crop year, and both Lessee and Sub-Lessee shall be bound by the same terms and conditions as specified in the original Lease Agreement between Lessor and Lessee. This request has been approved by the Department of Wildlife, Fisheries and Parks.

The total annual amount of the original Lease between Lessor and Lessee is \$80,209.00.

Mr. Phillips made a motion to approve. Mr. Upchurch seconded and the motion carried.

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

  
Freddie M. "Flip" Phillips

  
Kevin J. Upchurch





STATE OF MISSISSIPPI  
GOVERNOR PHIL BRYANT

DEPARTMENT OF FINANCE AND ADMINISTRATION

KEVIN J. UPCHURCH  
EXECUTIVE DIRECTOR

# NOTICE

A Special Meeting of the

## **PUBLIC PROCUREMENT REVIEW BOARD**

will be held Wednesday, July 31, 2013, 10:00 a.m. in the  
13th floor Conference Room  
Woolfolk State Office Building

Agenda: Farmland Lease Approval  
Miscellaneous

**AGENDA**

**PUBLIC PROCUREMENT REVIEW BOARD**

**Special Meeting**

**10:00 a.m.**

**WEDNESDAY, JULY 31, 2013**

**I. BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT**

Mr. Brooks Moore, Director of Real Property Management, requests the following:

- Approval of a Farm Land Lease Modification

**II. NEXT MEETING DATE**

Regular Meeting, Wednesday, August 07, 2013

PUBLIC PROCUREMENT REVIEW BOARD

SPECIAL MEETING

July 31, 2013

LEASES

850-000

The Division of Real Property Management requests concurrence and approval of the following:

**(a) FARMLAND:**

Consider a request from 5K and J Farms II ("Lessee") to sublease / assign a portion of land currently leased at O'Keefe Wildlife Management Area to Kellen C. Corbin d/b/a Kellen Corbin Farms ("Sub-Lessee"). The total amount of land to be subleased / assigned is 284.6 acres out of a total of 751 acres currently leased by 5K and J Farms II.

The total rental amount for the 2013 crop year has been paid by Lessee. Therefore, the Sub-Lessee agrees to pay Lessee a total amount of \$30,396.11 for the subleased / assigned acreage, which is the same rate per acre as the original Lease Agreement between Lessor and Lessee. This sublease / assignment is for the 2013 crop year, and both Lessee and Sub-Lessee shall be bound by the same terms and conditions as specified in the original Lease Agreement between Lessor and Lessee. This request has been approved by the Department of Wildlife, Fisheries and Parks.

The total annual amount of the original Lease between Lessor and Lessee is \$80,209.00.

Flip, Kevin

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

# PUBLIC PROCUREMENT REVIEW BOARD

## REGULAR MEETING

WEDNESDAY, AUGUST 07, 2013

A regular meeting of the Public Procurement Review Board was held at 2:00 p.m. in the 13<sup>th</sup> floor Conference Room of the Woolfolk State Office Building located in Jackson, Mississippi.

### PRESENT

Mr. Kevin J. Upchurch, Chairman  
Mr. Freddie M. "Flip" Phillips, Vice Chair  
Mr. Rick Snowden, Member

### OTHERS

Ms. Monica Ritchie, Director of the Office of Purchasing and Travel, DFA  
Mr. Lance Fulcher, Director of the Office of Purchasing, Travel and Fleet Management, DFA  
Mr. Glenn Kornbrek, Director of the Bureau of Building, Grounds and Real Property Management, DFA  
Mr. Brooks Moore, Director of Real Property Management, DFA  
Ms. Romaine Richards, Special Assistant Attorney General, DFA  
Ms. Melody Coulson, PPRB Recorder, DFA

### GUESTS

Randy Knoll, MEMA

The Chairman called the meeting to order and commenced the meeting with prayer.

### MINUTES

Mr. Upchurch asked if the Minutes had been reviewed for the following meetings:

- Regular Meeting, Wednesday, July 10, 2013
- Special Meeting, Thursday, July 11, 2013
- Special Meeting, Monday, July 29, 2013
- Special Meeting, Wednesday, July 31, 2013

Mr. Phillips made a motion to approve the above-mentioned Minutes. Mr. Snowden seconded and the motion carried.

### OFFICE OF PURCHASING, TRAVEL & FLEET MANAGEMENT (OPTFM)

Ms. Ritchie presented the following:

1. A request on behalf of the University of Mississippi Medical Center (UMMC) for approval of a Sole Source Contract for cochlear implants be awarded to, Cochlear Americas, in the amount of \$1,468,758.00 from August 7, 2013 through August 15, 2015. Mr. Snowden made the motion to approve. Mr. Phillips seconded and the motion carried.
2. A request on behalf of the Mississippi Department of Transportation (MDOT) for approval of a Sole Source Contract for a one time purchase of a pathrunnerxp system for automated data collection be awarded to, Pathway Services, Inc., in the amount of \$742,000.00. Mr. Phillips made the motion to

## **PUBLIC PROCUREMENT REVIEW BOARD**

### **Regular Meeting**

**Wednesday, August 07, 2013**

Page 2

approve. Mr. Snowden seconded and the motion carried.

3. A request from the Mississippi Department of Corrections to Acknowledge an emergency purchase of 7 body scanners, in the amount of \$1,098,300.00, to detect contraband coming into the different facilities. This was declared an emergency due to the employees being in danger. The Chairman said "Let the minutes reflect that Bennie Nutt called the Deputy Commissioner to express concerns that he wished they had gotten bids from more than 1 vendor. We recognize that the agency head has legal right to pursue this purchase so we will just note it on our minutes. The Board acknowledged this request.

## **BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT**

### **Leases**

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

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

The Board reviewed (c) New Leases. Mr. Moore explained the new leases. Mr. Snowden made the motion to approve (c) as recommended by the Division of Real Property Management, contingent upon fully executed leases. Mr. Upchurch seconded, and the motion carried.

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

The Board reviewed (e) State Owned Property. Mr. Moore explained that Pursuant to House Bill 999, Laws of 2009 Regular Session of the Mississippi State Legislature, approval of a request from the Department of Mental Health / North Mississippi Regional Center to sell property known as the "Brown Home" in Water Valley, Mississippi to Stan Sparks, 24 County Road 3021, Water Valley, Mississippi 38965. The total sale amount is \$202,000.00, which is the average of two (2) appraisals received by the Bureau of Building, Grounds and Real Property Management. The Proposal by Stan Sparks was accompanied by a letter from BancorpSouth Mortgage Department indicating that Mr. Sparks had been pre-approved for credit in the amount of the proposed purchase. The Proposed Purchaser will be responsible for all fees related to the purchase of this property. This sale is contingent upon a fully executed Contract for Sale and final approval of all mortgage loans by the Lender. Transfer of Title to the property will be in the form of a Special Warranty Deed. Mr. Phillips made the motion to approve (e) as recommended by the Division of Real Property Management, contingent upon fully executed leases. Mr. Snowden seconded, and the motion carried.

The Board reviewed (f) Other. Mr. Moore explained the lease. Mr. Snowden made the motion to approve (f) as recommended by the Division of Real Property Management, contingent upon fully executed leases. Mr. Phillips seconded, and the motion carried.

### **Construction**

Mr. Glenn Kornbrek, presented the following:

**PUBLIC PROCUREMENT REVIEW BOARD**

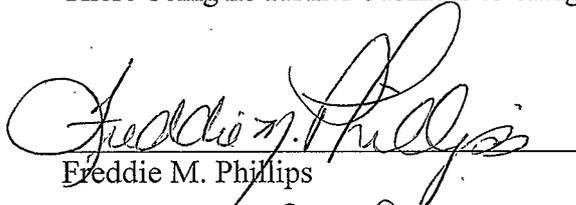
**Regular Meeting**

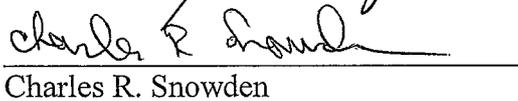
**Wednesday, August 07, 2013**

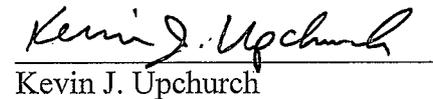
Page 3

1. Approval of the Coast Retrofit/Wind Mitigation Initiative Renewal Contract. Mr. Phillips made the motion to approve. Mr. Snowden seconded and the motion carried.
2. Approval and/or concurrence with the Admin Procedure Changes. Mr. Phillips made the motion to approve. Mr. Snowden seconded and the motion carried.
3. Ratification of the Construction, F&E, ITS and WebProcure awards. Mr. Snowden made a motion to ratify. Mr. Phillips seconded, and the motion carried.

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

  
Freddie M. Phillips

  
Charles R. Snowden

  
Kevin J. Upchurch

## AGENDA

### PUBLIC PROCUREMENT REVIEW BOARD

Regular Meeting

2:00 p.m.

WEDNESDAY, AUGUST 07, 2013

#### I. MEETING MINUTES

- Approval of Minutes for the Regular Meeting, Wednesday, July 10, 2013
- Approval of Minutes for the Special Meeting, Thursday, July 11, 2013
- Approval of Minutes for the Special Meeting, Monday, July 29, 2013
- Approval of Minutes for the Special Meeting, Wednesday, July 31, 2013

#### II. OFFICE OF PURCHASING, TRAVEL AND FLEET MANAGEMENT

Ms. Monica Ritchie, Director of the Office of Purchasing and Travel, requests the following:

- Approval of a UMMC Contract
- Approval of a MDOT Contract
- Ratification of a purchase by MDOC

#### III. BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT

Mr. Brooks Moore, Director of Real Property Management, requests approval of the following:

- Renewal Leases with no Increase in Cost or Space (a)
- Renewal Leases with an Increase in Cost or Space (b)
- New Leases (c)
- Land Lease (d)
- State Owned Property (e)
- Other (f)

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

- Approval of the Coast Retrofit/Wind Mitigation Initiative
- Approval, Ratification and/or Concurrence with the Admin Procedure changes
- Ratification of Construction, F&E, ITS and WebProcure awards

#### IV. NEXT MEETING DATE

Regular Meeting, Wednesday, September 04, 2013

**OFFICE OF PURCHASING AND TRAVEL  
PUBLIC PROCUREMENT REVIEW BOARD  
MEETING AGENDA  
August 7, 2013**

- 1. REQUESTING AGENCY: University of MS Medical Center  
CONTRACTOR: Cochlear Americas  
AMOUNT OF CONTRACT: \$1,468,758  
TERM OF CONTRACT: August 7, 2013 – August 17, 2015  
SCOPE OF CONTRACT: cochlear implants  
PURCHASE METHOD (PROPOSALS, SINGLE SOURCE, ETC): Sole Source  
COMMENTS: UMC plans to purchase approximately \$734,379 over the next two years for cochlear implants. Cochlear Americas is the only vendor on the market that offers features that are needed to treat patients who experience severe to profound sensor neural hearing loss.  
COMPLIANCE WITH PROCEDURES (YES, NO): Yes  
If no, explanation:  
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.**
- 2. REQUESTING AGENCY: MS Dept. of Transportation  
CONTRACTOR: Pathway Services, Inc.  
AMOUNT OF CONTRACT: \$742,000  
TERM OF CONTRACT: one time purchase  
SCOPE OF CONTRACT: pathrunnerxp system to data collection  
PURCHASE METHOD (PROPOSAL, SOLE SOURCE): Sole Source  
COMMENTS: MDOT is requesting approval of a sole source purchase of a pathrunnerxp system for automated data collection. This is a vehicle that tests the pavement and road condition. This is the only vendor that can provide MDOT with the workstation and software that is compatible with their existing system. This system will prevent any inconsistencies in regards to both data collection and processing.  
COMPLIANCE WITH PROCEDURES (YES, NO): Yes  
If no, explanation:  
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.**
- 3. OPT requests that the PPRB Board record on its minutes the purchase of 7 body scanners made by MS Department Corrections to detect contraband coming into the different facilities. This was an emergency purchase in the amount of \$1,098,300. Since the dollar amount is over \$500,000 this should be noted on PPRB's minutes.**

PUBLIC PROCUREMENT REVIEW BOARD

REGULAR MEETING

August 7, 2013

LEASES

850-000

The Division of Real Property Management requests concurrence and approval of the following:

**(a) RENEWAL LEASES WITH NO INCREASE IN COST OR SPACE:**

<u>Agency</u>	<u>Location</u>	<u>Eff. Date</u>	<u>Type* Space</u>	<u>Previous Sq. Ft.</u>	<u>Proposed Sq. Ft.</u>	<u>Previous** \$/Sq. Ft.</u>	<u>Proposed** \$/Sq. Ft.</u>	<u>%Fed</u>		<u>\$/Year</u>	<u>Lease #</u>
								<u>Esc</u>	<u>Fund</u>		
Audit	148 N Edison Greenville	10/01/13 09/30/14	O	121	121	5.00 inc	5.00 inc	N	0	605	0857612014B00381
Health	1105 Bradley Waynesboro	11/01/13 10/31/16	O/WH	4,500	4,500	8.00+UJ	8.00+UJ	N	100	36,000	3907712016A01450
ESS	514 N 38 <sup>th</sup> Ave Hattiesburg	11/01/13 10/31/18	H	1,680	1,680	5.79+UJ rounded	5.79+UJ rounded	N	0	9,720	5341812018A01787
NMRC	102 Alley Bruce	10/01/13 09/30/16	WS	12,800	12,800	3.28+UJ rounded	3.28+UJ rounded	N	0	41,988	5350722016A00635
NMRC	1212 S Adams Fulton	10/01/13 09/30/16	WS	7,000	7,000	3.78+UJ rounded	3.78+UJ rounded	N	0	26,400	5352912016A01430
NMRC	519 E Parker Booneville	10/01/13 09/30/16	WS	16,400	16,400	2.85+UJ	2.85+UJ	N	0	46,740	5355912016C01681
NMRC	104 Industrial Senatobia	10/01/13 09/30/16	WS	9,000	9,000	3.52+UJ	3.52+UJ	N	0	31,680	5356912016B07193
NMRC	822 Hwy 178 Holly Springs	10/01/13 09/30/16	WS	3,405	3,405	3.35+UJ rounded	3.35+UJ rounded	N	0	11,400	5354712016A00488
Rehab Services	45 Early Grove Eupora	09/01/13 08/31/18	O	2,050	2,050	5.57+UJ rounded	5.57+UJ rounded	N	80	11,400	7257812018A07198

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

<u>Agency</u>	<u>Location</u>	<u>Eff. Date</u>	<u>Type* Space</u>	<u>Previous Sq. Ft.</u>	<u>Proposed Sq. Ft.</u>	<u>Previous** \$/Sq. Ft.</u>	<u>Proposed** \$/Sq. Ft.</u>	<u>%Fed</u>		<u>\$/Year</u>	<u>Lease #</u>
								<u>Esc</u>	<u>Fund</u>		
Soil & Water	680 Monroe Jackson	09/01/13 06/30/16	O	5,056	5,056	12.50 inc	13.50 inc	N	0	68,256	7602512016A01083

(c) NEW LEASES:

Agency	Location	Eff. Date	Type* Space	Previous Sq. Ft.	Proposed Sq. Ft.	Previous** \$/Sq. Ft.	Proposed** \$/Sq. Ft.	%Fed Esc Fund	\$/Year	Lease #
Attorney General	114 N Jefferson Houston	07/01/13 01/31/16	O		740		0.00+UJ	N 0	0	0750912016A07415
Health	222 Marketridge Ridgeland	10/01/13 09/30/18	O		26,350		12.50 inc	N 0	329,375	3904522018A07417
This request from the Mississippi State Department of Health is the lowest of four (4) responsive proposals received. There were a total of seven (7) proposals submitted. The lowest proposal did not meet ADA requirements, as the space offered was divided among two (2) separate floors in two (2) buildings, with no elevator access. Two (2) other proposal did not meet the storage square requirements in the RFP.										
Boswell	224 Main Magee	10/01/13 09/30/18	WS		10,000		6.84+UJ	N 0	68,400	5336412018A07416

(d) LAND LEASES:

Agency	Location	Eff. Date	Type* Space	Previous Sq. Ft.	Proposed Sq. Ft.	Previous** \$/Sq. Ft.	Proposed** \$/Sq. Ft.	%Fed Esc Fund	\$/Year	Lease #
MDEQ	100 Hiern Ave Pass Christian	08/01/13 07/31/14	LD		Boat Slip		124 / mo	N 0	1,488	8992442014A07418

This request from the Mississippi Department of Environmental Quality is contingent upon approval of the final Lease Agreement by Real Property Management and DFA Legal Division.

(e) STATE-OWNED PROPERTY:

Pursuant to House Bill 999, Laws of 2009 Regular Session of the Mississippi State Legislature, consider a request from the Department of Mental Health / North Mississippi Regional Center to sell property known as the "Brown Home" in Water Valley, Mississippi to Stan Sparks, 24 County Road 3021, Water Valley, Mississippi 38965. The total sale amount is \$202,000.00, which is the average of two (2) appraisals received by the Bureau of Building, Grounds and Real Property Management. The Proposal by Stan Sparks was accompanied by a letter from BancorpSouth Mortgage Department indicating that Mr. Sparks had been pre-approved for credit in the amount of the proposed purchase.

The Proposed Purchaser will be responsible for all fees related to the purchase of this property. This sale is contingent upon a fully executed Contract for Sale and final approval of all mortgage loans by the Lender. Transfer of Title to the property will be in the form of a Special Warranty Deed.

(f) OTHER:

Agency	Location	Eff. Date	Type* Space	Previous Sq. Ft.	Proposed Sq. Ft.	Previous** \$/Sq. Ft.	Proposed** \$/Sq. Ft.	%Fed Esc Fund	\$/Year	Lease #
Health	350 W Wilson Jackson	08/01/13 10/31/15	O/C	7,850	7,850	13.00 inc	13.57 inc rounded	N 100	106,266 rounded	3902512015I01295

This request from the Mississippi State Department of Health includes an increase in the cost per square foot, due to improvements by the Lessor to allow Health to house a Pharmacy at this clinic... This is part of our long-term strategy to make... [Crossroads Clinic]... a "one-stop" destination for our clients. Many patients live in rural areas or have difficulty obtaining transportation; therefore locating the pharmacy in the clinic would lessen the burden on our patients receiving care. Additionally, many ADAP patients are treated at UMC's Adult Specialty Care unit, which is directly downstairs.... This request was based on the lower of two (2) quotes obtained for the improvements.

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



Ride  
Glenn  
Romaine

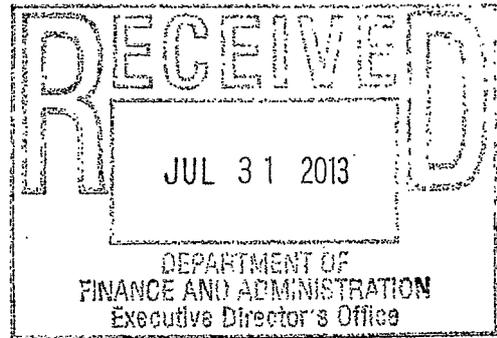
STATE OF MISSISSIPPI  
PHIL BRYANT, GOVERNOR

MISSISSIPPI EMERGENCY MANAGEMENT AGENCY

ROBERT R. LATHAM, JR.  
EXECUTIVE DIRECTOR

July 25, 2013

Mr. Kevin J. Upchurch  
Chairman  
Public Procurement Review Board  
501 North West Street  
Woolfolk Building, Suite 1301-A  
Jackson, MS 39201



Dear Kevin:

Attached please find the draft contract for the second of two renewals of the Applied Research Associates contract for the Coastal Retrofit Mississippi initiative. This contract, involving residential construction, is submitted for consideration and approval by the Public Procurement Review Board during its August 2013 board meeting.

If you have any questions or need additional information, please let us know. Thank you for your consideration and assistance in this matter.

Sincerely,

*Robert R. Latham, Jr.*  
Robert R. Latham, Jr.

RL:DB

attachment

## PERSONAL SERVICE CONTRACT

This Personal Service Contract is made by and between the Mississippi Emergency Management Agency, (the "MEMA") whose address is #1 MEMA Drive, Pearl, Mississippi, 39208 and Applied Research Associates, Inc., (the "Contractor") whose address is 119 Monument Street, Vicksburg, MS 39180, on the 4th day of August, 2013, under the following terms and conditions:

1. **Scope of Services** This is the second renewal contract, and is in conjunction with the assignment of the Coastal Retrofit Mississippi project by the Department of Finance and Administration effective September 1, 2012 to MEMA. The Contractor will provide services as specified in the Request for Proposal ("RFP") (hereinafter referred to and attached as Exhibit "A"), and the Contractor's Best and Final Offer dated April 23, 2010 (hereinafter referred to and attached as Exhibit "B").
2. **Contract Term** The term of this contract is for one (1) year, commencing on the 4<sup>th</sup> day of August, 2013. In no event shall the Contract term extend past the 3<sup>rd</sup> day of August, 2014 without the written agreement of the parties. Also, see "**32. Renewal of Contract**" delineated herein below.
3. **Consideration** HMGP Wind Mitigation Professional Services – shall conform to the Best and Final Price contained with the Best and Final Offer by Contractor. Reasonable and Necessary Expenses – shall conform to the Best and Final Price contained with the Best and Final Offer by Contractor and subject to Mississippi Emergency Management Agency's Office of Purchasing and Travel guidelines; Contractor agrees to provide the Scope of Services based upon the hourly rate categories and/or unit prices provided for in the Contractor's Best and Final Offer. Total consideration under this renewal contract, including the original Contract term and any renewals as provided herein shall not exceed Twenty-Six Million Sixty-Nine Thousand Five Hundred Twenty-Two Dollars and Eleven Cents (\$26,069,522.11).
4. **Payment** The MEMA agrees to make payment in accordance with Mississippi law on "Timely Payments for Purchases by Public Bodies", Section 31-7-301, et seq. of the 1972 Mississippi Code Annotated, as amended, which generally provides for payment of undisputed amounts within forty-five (45) days of receipt of the invoice. The State requires the Contractor to submit invoices electronically throughout the term of the agreement. Vendor invoices shall be submitted to the state agency using the processes and procedures identified by the State. Payments by state agencies using the Statewide Automated Accounting System (SAAS) shall be made and remittance information provided electronically as directed by the State. These payments shall be deposited into the bank account of the Contractor's choice. Contractor understands and agrees that the State is exempt from the payment of taxes. All payments shall be in United States currency. No payment, including final payment, shall be construed as

acceptance of defective or incomplete work, and the Contractor shall remain responsible and liable for full performance.

5. **Availability of Funds** It is expressly understood and agreed that the obligation of the MEMA to proceed under this Agreement is conditioned upon the appropriation of funds by the Mississippi State Legislature and the receipt of state and/or federal funds. If the funds anticipated for the continuing fulfillment of the agreement are, at any time, not forthcoming or insufficient, either through the failure of the federal government to provide funds or of the State of Mississippi to appropriate funds or the discontinuance or material alteration of the program under which funds were provided or if funds are not otherwise available to the MEMA, the MEMA shall have the right upon ten (10) working days written notice to the Contractor, to either terminate this Agreement without damage, penalty, cost or expenses to the MEMA of any kind whatsoever, or to assign this Agreement to a successor State agency. The effective date of termination or assignment shall be as specified in the notice of termination or assignment.
6. **Record Retention and Access to Records** The Contractor agrees that the MEMA or any of its duly authorized representatives at any time during the term of this Agreement shall have unimpeded, prompt access to and the right to audit and examine any pertinent books, documents, papers, and records of the Contractor related to the Contractor's charges and performance under this Agreement. All records related to this Agreement shall be kept by the Contractor for a period of three (3) years after final payment under this Agreement and all pending matters are closed unless the MEMA authorizes their earlier disposition. However, if any litigation, claim, negotiation, audit or other action arising out of or related in any way to this contract has been started before the expiration of the three (3) year period, the records shall be retained for one (1) year after all issues arising out of the action are finally resolved. The Contractor agrees to refund to the MEMA any overpayment disclosed by any such audit arising out of or related in any way to this contract.
7. **Applicable Law** The contract shall be governed by and construed in accordance with the laws of the State of Mississippi, excluding its conflicts of laws, provisions, and any litigation with respect thereto shall be brought in the courts of said state. The Contractor shall comply with applicable federal, state, and local laws and regulations.
8. **Assignment** The Contractor shall not assign, subcontract or otherwise transfer in whole or in part, its right or obligations under this Agreement without prior written consent of the MEMA. Any attempted assignment or transfer without said consent shall be void and of no effect. MEMA may assign, or otherwise transfer in whole or in part, its rights or obligations under this Agreement to a successor state agency as deemed necessary for the operation of the Coastal Retrofit Mississippi initiative.

9. **Compliance with Laws** The Contractor understands that the MEMA is an equal opportunity employer and therefore maintains a policy which prohibits unlawful discrimination based on race, color, creed, sex, age, national origin, physical handicap, disability, or any other consideration made unlawful by federal, state, or local laws. All such discrimination is unlawful and the Contractor agrees during the term of the agreement that the Contractor will strictly adhere to this policy in its employment practices and provision of services. The Contractor shall comply with, and all activities under this Agreement shall be subject to, all applicable federal, State of Mississippi, and local laws and regulations, as now existing and as may be amended or modified.
10. **Transparency** In accordance with the Mississippi Accountability and Transparency Act of 2008, §27-104-151, et seq., of the Mississippi Code of 1972, as Amended, the American Accountability and Transparency Act of 2009 (P.L. 111-5), where applicable, and § 31-7-13, of the Mississippi Code of 1972, as amended, where applicable, a fully executed copy of this agreement shall be posted to the State of Mississippi's accountability website at: <http://www.transparency.mississippi.gov>.
11. **Employee Status Verification System** If applicable, the Contractor represents and warrants that it will ensure its compliance with the Mississippi Employment Protection Act of 2008, Section 71-11-1, et seq. of the Mississippi Code Annotated (Supp 2008), and will register and participate in the status verification system for all newly hired employees. The term "employee" as used herein means any person that is hired to perform work within the State of Mississippi. As used herein, "status verification system" means the Illegal Immigration Reform and Immigration Responsibility Act of 1996 that is operated by the United States Department of Homeland Security, also known as the E-Verify Program, or any other successor electronic verification system replacing the E-Verify Program. The Contractor agrees to maintain records of such compliance and, upon request of the State and approval of the Social Security Administration or Department of Homeland Security, where required, to provide a copy of each such verification to the State. The Contractor further represents and warrants that any person assigned to perform services hereunder meets the employment eligibility requirements of all immigration laws of the State of Mississippi. The Contractor understands and agrees that any breach of these warranties may subject the Contractor to the following: (a) termination of this Agreement and ineligibility for any state or public contract in Mississippi for up to three (3) years, with notice of such cancellation/termination being made public, or (b) the loss of any license, permit, certification or other document granted to the Contractor by an agency, department or governmental entity for the right to do business in Mississippi for up to one (1) year, or (c) both. In the event of such cancellation/termination, the Contractor would also be liable for any additional costs incurred by the State due to the contract cancellation or loss of license or permit.

12. **Independent Contractor** The Contractor shall perform all services as an Independent Contractor and shall at no time act as an agent for the MEMA. No act performed or representation made, whether oral or written, by the Contractor with respect to third parties shall be binding on the MEMA. Neither the Contractor nor its employees shall, under any circumstances, be considered servants, agents, or employees of the MEMA; and the MEMA shall at no time be legally responsible for any negligence or other wrongdoing by the Contractor, its servants, agents, or employees.
13. **Modification or Renegotiation** This Agreement may be modified, altered or changed only by written agreement signed by the parties hereto. The parties agree to renegotiate the agreement if federal, state and/or the MEMA revisions of any applicable laws or regulations make changes in this Agreement necessary.
14. **Procurement Regulations** The contract shall be governed by the applicable provisions of the Personal Service Contract Review Board Regulations, a copy of which is available at 210 East Capitol Street, Suite 800, Jackson, MS, 39201 for inspection or downloadable at [www.mspb.ms.gov](http://www.mspb.ms.gov), and also governed by the applicable provisions of the Public Procurement Review Board, a copy of which is available at 501 North West Street, Suite 1401, Jackson, MS, 39201 for inspection or downloadable at <http://www.dfa.ms.gov/Offices/BOB/BOBProcMan.htm>
15. **Representation Regarding Contingent Fees** The Contractor represents that it has not retained a person to solicit or secure a MEMA contract upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee, except as disclosed in the Contractor's bid or proposal.
16. **Representation Regarding Gratuities** The Bidder, Offeror, or Contractor represents that it has not violated, is not violating, and promises that it will not violate the prohibition against gratuities set forth in Section 6-204 (Gratuities) of the Mississippi Personal Service Contract Procurement Regulations.
17. **Termination for Convenience**
  - (1) Termination. The MEMA may, when the interests of the MEMA so require, terminate this contract in whole or in part for the convenience of the MEMA. The MEMA shall give written notification of the termination to the Contractor specifying the part of the contract terminated and when the termination becomes effective.
  - (2) Contractor's Obligations. The Contractor shall incur no further obligations in connection with the terminated work and on the date set in the notice of termination the Contractor will stop work to the extent specified. The Contractor shall also terminate outstanding orders and subcontracts as they relate to the terminated work. The Contractor shall settle the liabilities

and claims arising out of the termination of subcontractors and orders connected with the terminated work. The MEMA may direct the Contractor to assign the Contractor's right, title, and interest under terminated orders or subcontracts to the MEMA. The Contractor must still complete the work not terminated by the notice of termination and may incur obligations as are necessary to do so.

18. **Termination for Default**

- (1) **Default.** If the Contractor refuses or fails to perform any of the provisions of this contract with such diligence as will ensure its completion within the time specified within this contract, or any extension thereof, otherwise fails to timely satisfy the contract provisions, or commits any other substantial breach of this contract, the MEMA may notify the Contractor in writing of the delay or nonperformance and if not cured within ten (10) days or any longer time specified in writing by the MEMA, the MEMA may terminate the Contractor's right to proceed with the contract or such part of the contract as to which there has been delay or failure to properly perform. In the event of termination in whole or in part, the MEMA may procure similar supplies or services in a manner and upon terms deemed appropriate by the MEMA. The Contractor shall continue performance of the contract to the extent it is not terminated and shall be liable for excess costs incurred in procuring similar goods or services.
- (2) **Contractor's Duties.** Notwithstanding termination of the contract and subject to any directions from the MEMA, the Contractor shall take timely, reasonable, and necessary action to protect and preserve property in the possession of the Contractor in which the MEMA has an interest.
- (3) **Compensation.** Payment for completed services delivered and accepted by the MEMA shall be at the contract price. The MEMA may withhold from amounts due the Contractor such sums as the MEMA deems to be necessary to protect the MEMA against loss because of outstanding lien holders and to reimburse the MEMA for the excess costs incurred in procuring similar goods and services.
- (4) **Excuse for Nonperformance or Delayed Performance.** Except with respect to defaults of Subcontractors, the Contractor shall not be in default by reason of any failure in performance of this contract in accordance with its terms (including any failure by the Contractor to make progress in the prosecution of the work hereunder which endangers performance) if the Contractor has notified the MEMA within 15 days after the cause of the delay and the failure arises out of causes such as: acts of God; acts of the public enemy; acts of the state and any other governmental entity in its sovereign or contractual capacity; fires; floods; epidemics; quarantine restrictions; strikes or other labor disputes; freight embargoes; or

unusually severe weather. If the failure to perform is caused by the failure of a subcontractor to perform or make progress, and if such failure arises out of causes similar to those set forth above, the Contractor shall not be deemed to be in default, unless the services to be furnished by the Subcontractor were reasonably obtainable from other sources in sufficient time to permit the Contractor to meet the contract requirements. Upon request of the Contractor, the MEMA shall ascertain the facts and extent of such failure, and, if such officer determines that any failure to perform was occasioned by any one or more of the excusable clauses, and that, but for the excusable cause, the Contractor's progress and performance would have met the terms of the contract, the delivery schedule shall be revised accordingly, subject to the rights of the MEMA under the clause of this contract entitled "Termination for Convenience".

- (5) **Erroneous Termination for Default.** If, after notice of termination of the Contractor's right to proceed under the provisions of this clause, it is determined for any reason that the contract was not in default under the provisions of this clause, or that the delay was excusable under the provisions of this clause, or that the delay was excusable under the provisions of Paragraph (4) of this clause, the rights and obligations of the parties shall be the same as if the notice of termination had been issued pursuant to the clause of this contract entitled "Termination for Convenience".
- (6) **Additional Rights and Remedies.** The rights and remedies provided under this clause are in addition to any other rights and remedies provided by law or under this contract.

19. **Stop Work Order**

- (1) **Order to stop work.** The MEMA, may by written order to the Contractor at any time, and without notice to any surety, require the Contractor to stop all or any part of the work called for by this contract. This order shall be for a specified period not exceeding 90 days after the order is delivered to the Contractor, unless the parties agree to any further period. Any such order shall be identified specifically as a stop work order issued pursuant to this clause. Upon receipt of such an order, the Contractor shall forthwith comply with its terms and take all reasonable steps to minimize the occurrence of costs allocable to work covered by the order during the period of work stoppage. Before the stop work order expires, or within any further period to which the parties shall have agreed, the MEMA shall either:
  - (a) cancel the stop work order; or

- (b) terminate the work covered by such order as provided in the "Termination for Default" clause or the "Termination for Convenience" clause of this contract.
- (2) Cancellation or Expiration of the Order. If a stop work order issued under this clause is cancelled at any time during the period specified in the order, or if the period of the order or any extension thereof expires, the Contractor shall have the right to resume work. An appropriate adjustment shall be made in the delivery schedule or Contractor price, or both, and the contract shall be modified in writing accordingly, if:
- (a) the stop work order results in an increase in the time required for, or in the Contractor's cost properly allocable to, the performance of any part of this contract; and
  - (b) the Contractor asserts a claim for such an adjustment within 30 days after the end of the period of work stoppage; provided that, if the MEMA decides that the facts justify such action, any such claim asserted may be received and acted upon at any time prior to final payment under this contract.
- (3) Termination of Stopped Work. If a stop work order is not cancelled and the work covered by such order is terminated for default or convenience, the reasonable costs resulting from the stop work order shall be allowed by adjustment or otherwise.
- (4) Adjustment of Price. Any adjustment in contract price made pursuant to this clause shall be determined in accordance with the "Price Adjustment" clause of this contract.

20. **Price Adjustment**

- (1) Price Adjustment Methods. Any adjustment in contract price pursuant to a clause in this contract shall be made in one or more of the following ways:
- (a) by agreement on a fixed price adjustment before commencement of the additional performance;
  - (b) by unit prices specified in the contract; or
  - (c) by the costs attributable to the event or situation covered by the clause, plus appropriate profit or fee, all as specified in the contract.
- (2) Submission of Cost or Pricing Data. The contractor shall provide cost or pricing data for any price adjustments subject to the provisions of section 3-403 (Cost or Pricing Data) of the Mississippi Personal Service Contract Procurement Regulations.

21. **Oral Statements** No oral statement of any person shall modify or otherwise affect the terms, conditions, or specifications stated in this contract. All modifications to the contract must be made in writing by the MEMA and agreed to by the Contractor.
22. **Ownership of Documents and Work Papers** The MEMA shall own all documents, files, reports, work papers and working documentation, electronic or otherwise, created in connection with the Project which is the subject of this Agreement, except for the Contractor's internal administrative and quality assurance files and internal project correspondence. The Contractor shall deliver such documents and work papers to the MEMA upon termination or completion of the Agreement. The foregoing notwithstanding, the Contractor shall be entitled to retain a set of such work papers for its files. The Contractor shall be entitled to use such work papers only after receiving written permission from the MEMA and subject to any copyright protections.
23. **Indemnification** To the fullest extent allowed by law, Contractor shall indemnify, defend, save and hold harmless, protect, and exonerate the State of Mississippi, its Commissioners, Board Members, officers, employees, agents, and representatives from and against all claims, demands, liabilities, suits, actions, damages, losses, and costs of every kind and nature whatsoever, including, without limitation, court costs, investigative fees and expenses, and attorneys' fees, arising out of or caused by Contractor's and/or its partners, principals, agents, employees; and/or subcontractors in the performance of or failure to perform this Agreement. In the State's sole discretion, Contractor may be allowed to control the defense of any such claim, suit, etc. In the event Contractor defends said claim, suit, etc., Contractor shall use legal counsel acceptable to the State; Contractor shall be solely liable for all reasonable costs and/or expenses associated with such defense and the State shall be entitled to participate in said defense. Contractor shall not settle any claim, suit, etc., without the State's concurrence, which the State shall not unreasonably withhold.
24. **Third-Party Action Notification** The Contractor shall give the MEMA prompt notice in writing of any action or suit filed, and prompt notice of any claim made against the Contractor by any entity that may result in litigation related in any way to this Agreement.
25. **Notices** All notices required or permitted to be given under this Agreement must be in writing and personally delivered or sent by certified United States mail postage prepaid, return receipt requested, to the party to whom the notice should be given at the address set forth below. Notice shall be deemed given when actually received or when refused. The parties agree to promptly notify each other in writing of any change of address.

For the Contractor:

Jack L. McChesney  
Vice President, Contracts  
Applied Research Associates, Inc.  
4300 San Mateo Blvd NE Ste. A220  
Albuquerque, NM 87110

For the MEMA:

Deb Biggers  
Deputy Director  
MEMA  
#1 MEMA Drive  
Pearl, MS 39208

26. **Approval** It is understood that this Contract is void and no payment shall be made in the event that the Public Procurement Review Board does not approve this contract.
27. **Priority** This Contract consists of this Agreement, Exhibit "A", and Exhibit "B". Any ambiguities, conflicts, or questions of interpretation of this Contract shall be resolved by first reference to this Agreement and, if still unresolved, by reference to Exhibit "A" and, if still unresolved, by reference to Exhibit "B". Omission of any term or obligation from this agreement or attached Exhibit "A" or Exhibit "B" shall not be deemed an omission from this contract if such term or obligation is provided for elsewhere.
28. **Change in Scope of Work** The MEMA may order changes in the work, consisting of additions, deletions, or other revisions within the general scope of the contract. No claims may be made by the Contractor that the scope of the project or of the Contractor's services has been changed, requiring changes to the amount of compensation to the Contractor or other adjustments to the contract, unless such changes or adjustments have been made by written amendment to the contract signed by the MEMA and the Contractor.
29. **Contractor Personnel** The MEMA shall, throughout the life of the contract, have the right of reasonable rejection and approval of staff or Subcontractors assigned to the work by the Contractor. If the MEMA reasonably rejects staff or Subcontractors, the Contractor must provide replacement staff or Subcontractors satisfactory to the MEMA in a timely manner and at no additional cost to the MEMA. The day-to-day supervision and control of the Contractor's employees and Subcontractors is the sole responsibility of the Contractor.
30. **Recovery of Money** Whenever, under the contract, any sum of money shall be recoverable from or payable by the Contractor to the MEMA, the same amount may be deducted from any sum due to the Contractor under the contract or under any other contract between the Contractor and the MEMA. The rights of the MEMA are in addition and without prejudice to any other right the MEMA may have to claim the amount of any loss or damage suffered by the MEMA on account of the acts or omissions of the Contractor.
31. **Failure to Enforce** Failure by the MEMA at any time to enforce the provisions of the contract shall not be construed as a waiver of any such

provisions. Such failure to enforce shall not affect the validity of the contract or any part thereof or the right of the MEMA to enforce any provision at any time in accordance with its terms.

32. **Renewal** This is the second of two renewals under this contract. However, should additional time be required to complete the specified services, then, upon written agreement of both parties at least 30 days prior to the contract end date of August 3, 2014, the Contract may be extended for an additional period of no more than one hundred eighty (180) days. See Also, "2. Contract Term".
33. **Insurance Requirements**. The Contractor shall be required to procure and maintain errors and omissions/professional liability coverage in the amount of \$1,000,000 per occurrence for the duration of the Contract and offer proof of such coverage simultaneously with delivery of the executed Contract. Contractor will also be required to show proof of liability for injury to include workers compensation and automobile coverage. MEMA reserves the right to request from carriers certificates of insurance regarding the required coverage.
34. **Security for Faithful Performance**. Simultaneous with delivery of this executed contract for the services to be provided hereunder, the Contractor will furnish an acceptable form of security, as security for the faithful performance, the payment of all persons performing labor on the project, and furnishing materials in connection with this Contract. If a bond, Surety on such Bond, or Bonds, will be a duly authorized surety company satisfactory to the Owner and meeting all of the requirements outlined in the Request for Proposal.
35. **Davis-Bacon Act**. The Contractor will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §276a to §276a-7 and Davis-Bacon Act (40 U.S.C. §276a to §2761-7 and re-codified as 40 U.S.C. 3141-3148), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §327-§333) regarding labor standards for federally-assisted construction subagreements. The following Davis-Bacon Wage decisions for residential work are incorporated by reference:  
MS130039 03/29/2013 MS39 Jackson County (et. al.)  
MS130030 03/29/2013 MS 30 Hancock County  
MS130031 03/29/2013 MS 31 Harrison County

THIS SPACE INTENTIONALLY LEFT BLANK

36. **Unit Pricing Addendum.** For billing purposes, the Contractor will use the attached Unit Price Addendum (hereinafter referred to and attached as "Exhibit C").

Witness our signatures, on the date first written

Applied Research Associates, Inc.      MS Emergency Management Agency

By: \_\_\_\_\_  
Jack L. McChesney  
Vice-President, Contracts

By: \_\_\_\_\_  
Robert R. Latham, Jr.  
Executive Director

Date \_\_\_\_\_

Date \_\_\_\_\_

# AGENDA

## PUBLIC PROCUREMENT REVIEW BOARD

WEDNESDAY, AUGUST 7, 2013

The Bureau of Building, Grounds and Real Property Management requests approval, ratification and/or concurrence with the following Procedure changes:

Code 27-104-7(2)(b):

... (2) The Public Procurement Review Board shall have the following powers and responsibilities: ...

... (b) *Adopt regulations governing the approval of contracts let for the construction and maintenance of state buildings and other state facilities* ...

The following are the changes, modifications or additions within said Manual for approval, ratification, and/or concurrence by PPRB, per Code referenced above.

### Table of Contents

Remove 00800 supplementary conditions because they are not policy; and added some sections (01650-01900) that are not new but were left off the June 2011 DFA compilation BoB Table of Contents

### Section 200

200.2 and 200.5 - Change the wording regarding yearly project request forms for LBO Report from multiple forms to one spreadsheet for R&R, CI, Preplanning entitled Project Request Database Forms. (originated from Law requesting Impact figures to be included which started in 2004) (Appendix 200 already included the correct spreadsheet)

### Section 300

300.4 - Change wording regarding consultants for ease in Bricks forms regarding basic services, etc.

300.5 - Change Bid and Quote dollar amounts with component breakdown per Code 73-13-45 changes.

### Section 400

400.6.B - Add wording on Professional Selection for projects over \$2,000,00.00 that RFQ does not apply on "emergency" projects in compliance with Codes 31-7-1 and 37-7-13.

### Section 600

600.30 - Add wording to help explain how to construct Plaques in buildings.

600.31 - Add wording about Project Sign

600.37 - Change from "newspaper in the State" to *newspaper . . . in the county or municipality in which such [procuring] agency . . . is located.*

600.42 - Add information for Bid Bond, Contract Bond, and/or Insurance Certificate about the requirement for Bid Surety. Bid Surety Agent, Contract Surety, Contract Surety Agent, Insurance Providers, and/ or Insurance Certificate Agent to be approved by the Mississippi Insurance Department per Code 83-17-21.

And

Change from Mississippi Resident Agent to Mississippi Licensed Agent

600.47 - Add Note about bids being returned if received after 2:00:00 p.m.

600.50 - Reword Returning Bid Documents to agree with another section in Manual in 1.09 of Instructions to Bidders.

600.51 - Add next level of protest review after BoB Director to be DFA Deputy Executive Director.

600.57.9 Add information for Bid Bond, Contract Bond, and/or Insurance Certificate about the requirement for Bid Surety. Bid Surety Agent, Contract Surety, Contract Surety Agent, Insurance Providers, and/ or Insurance Certificate Agent to be approved by the Mississippi Insurance Department per Code 83-17-21.

And

Change from Mississippi Resident Agent to Mississippi Licensed Agent

Add wording that uploading an electronic format of Construction Contract in BRICKS replaces Professional supplying a .pdf of updated Contract Documents and providing electronic format to Contractor for As-Built Construction Documents.

**Section 700 ,**

700.14 - Add information for Bid Bond, Contract Bond, and/or Insurance Certificate about the requirement for Bid Surety. Bid Surety Agent, Contract Surety, Contract Surety Agent, Insurance Providers, and/ or Insurance Certificate Agent to be approved by the Mississippi Insurance Department per Code 83-17-21.

And  
Change from Mississippi Resident Agent to Mississippi Licensed Agent

700.20 - change 5 copies to original and 4 copies. See also Div 1 01028.E.

700.22 - See also Div 1 01027.1.02.C.1.

700.25 – Add wording that uploading in BRICKS replaces Professional supplying a hard copy of Reproducibles required for final pay

700.28 – Add wording about Contractor including Consent of Surety to Reduction and Power of Attorney when asking to reduce retainage.

700.33 – Amend the wording regarding liquidated damages being required on all projects unless BoB deletes in writing.

700.40 - Add wording that uploading As-Built documents in BRICKS replaces Professional supplying a .pdf of same.

**Division 0**

**00100 Instructions to Bidders:**

- 2.08 and 4.07 - Add information for Bid Bond, Contract Bond, and/or Insurance Certificate about the requirement for Bid Surety. Bid Surety Agent, Contract Surety, Contract Surety Agent, Insurance Providers, and/ or Insurance Certificate Agent to be approved by the Mississippi Insurance Department per Code 83-17-21.

And

- Change from Mississippi Resident Agent to Mississippi Licensed Agent
- 4.07.E – Add that All Bonds . . . Power of Attorney dated same as Contract Bond.
- 5.05 and 5.06 – Change wording regarding requirements for sub-contractors and their Certificate of Responsibility number for under/over \$50,000.00

00300 Proposal Form - Change wording regarding requirements for sub-contractors and their Certificate of Responsibility number for under/over \$50,000.00;

And

Remove wording regarding Addendum 1 (all wording is in Division 0 or Division 1 herein)

00500 1.2.3 – Remove wording regarding Addendum 1 (all wording is in Division 0 or Division 1 herein)

00600 Contract Bond - Add information for Bid Bond, Contract Bond, and/or Insurance Certificate about the requirement for Bid Surety. Bid Surety Agent, Contract Surety, Contract Surety Agent, Insurance Providers, and/ or Insurance Certificate Agent to be approved by the Mississippi Insurance Department per Code 83-17-21.

And

Change from Mississippi Resident Agent to Mississippi Licensed Agent

00650 Insurance Certificate and Insurance Certificate Instructions - Add information for Bid Bond, Contract Bond, and/or Insurance Certificate about the requirement for Bid Surety. Bid Surety Agent, Contract Surety, Contract Surety Agent, Insurance Providers, and/ or Insurance Certificate Agent to be approved by the Mississippi Insurance Department per Code 83-17-21.

And

Change from Mississippi Resident Agent to Mississippi Licensed Agent

Division 1 ,

01010 1.01 F.1 – Add wording requesting Minority Tracking Form

01027 1.01.C.1. – Changed from 5 copies to original and 4 copies. See also 700.22

28.E. – See also 700.20

01200 1.01 B, C, D – Add Commissioning Authority Professional requirements in meetings, on issues, how to conduct Cx meetings, etc., if Cx on project.

01340 1.01 A – Add wording for extra shop drawings, etc., for Commissioning Professional, if Cx on project.

01500 1.02 J. – Add wording regarding Project Sign.

01720 1.01 B. 5 and 6 – Adding wording regarding Project Record Documents

01900 – Add Minority Tracking Form referred to in Div 1 01010; add Project Sign info referred to in Div 1 01500

## AGENDA

### PUBLIC PROCUREMENT REVIEW BOARD

WEDNESDAY, AUGUST 07, 2013

#### **Ratification 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 requests ratification of 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 July 1, 2013 through July 31, 2013.

#### **Construction Awards under \$5,000,000.00**

1. **GS# 102-247** Performing Arts Improvements – Delta State University (GC001) – Award to McInnis Electric Co., Jackson, Mississippi, in the amount of \$420,663.00 (Lowest of 6 bids received)
2. **GS# 105-345** Classroom Bldg. with Parking – Mississippi State University (GC002) – Award to Upchurch Plumbing, Inc., Greenwood, Mississippi, in the amount of \$4,535,000.00 (Lowest of 5 bids received)
2. **GS# 106-223** Fire Suppression Upgrade – Mississippi Valley State University (GC002) — Award to Panola Construction Co., Inc., Jackson, Mississippi, in the amount of \$313,000.00 (Lowest of 3 bids received)
3. **GS# 209-050** EMC Implementation – Meridian Community College (GC001) — Award to Siemens Industry, Inc., Flowood, Mississippi, in the amount of \$119,300.00 (Lowest of 3 bids received)
4. **GS# 215-046** Energy Conservation Measures – Southwest Mississippi Community College (GC001) — Award to South Central Heating & Plumbing Co., Inc., Jackson, Mississippi, in the amount of \$257,000.00 (Lowest of 5 bids received)
5. **GS# 322-033** Hail Damage Repairs (EMER) – Central Mississippi Correctional Facility (GC002) — Award to Rowell Roofing, Inc., Columbia, Mississippi, in the amount of \$789,000.00 (Lowest of 4 bids received)
6. **GS# 331-169** Hail Damage Repairs (EMER) – Department of Public Safety (GC001) — Award to Mandal's, Inc., Gulfport, Mississippi, in the amount of \$369,739.00 (Lowest of 5 quotes received)
7. **GS# 332-042** Hail Damage Repairs (EMER) – Law Enforcement Officers Training Academy (Department of Public Safety) (GC001) — Award to Mandal's, Inc., Gulfport, Mississippi, in the amount of \$111,853.00 (Lowest of 5 quotes received)

**Construction Awards under \$5,000,000.00 (cont.)**

8. **GS# 374-001** Site Repairs – Bolton Building (Office of Capitol Facilities) (Department of Finance and Administration) (GC001) – Award to MOWA Development, LLC, Gautier, Mississippi, in the amount of \$109,212.00 (Lowest of 4 bids received)
9. **GS# 501-165** Hail Damage Repairs – Department of Archives and History (OC001) — Award to Terry Hoy d/b/a Galaxy Roofing Service, Flowood, Mississippi, in the amount of \$13,519.20 (Lowest of 2 quotes received)
10. **GS# 501-065** Hail Damage Repairs – Department of Archives and History (OC002) — Award to Terry Hoy d/b/a Galaxy Roofing Service, Flowood, Mississippi, in the amount of \$13,212.84 (Lowest of 2 quotes received)
11. **GS# 502-033** ADA Improvements – Mississippi Industries for the Blind (GC001) – Award to D. Carroll Construction, LLC, Oxford, Mississippi, in the amount of \$403,300.00 (Lowest responsive of 6 bids received) (The apparent Low bidder's Bid Bond did not comply with the Instructions to Bidders and section 83-17-21 of MS Code)

**Furniture & Equipment Awards under \$2,000,000.00**

1. **GS# 106-211** F&E – J H White Library – Mississippi Valley State University (FE010) — Award to Ajax School/Office Source, Jackson, Mississippi, in the amount of \$60,461.20 (KI State Contract # 5-425-21283)
2. **GS# 106-211** F&E – J H White Library – Mississippi Valley State University (FE011) — Award to Interior Elements, Ridgeland, Mississippi, in the amount of \$1,377.60 (KI State Contract # 5-425-21273)
3. **GS# 106-211** F&E – J H White Library – Mississippi Valley State University (FE012) — Award to Thrasher Architectural Products, Inc., Jackson, Mississippi, in the amount of \$4,984.00 (1 quote received per code 31-7-13 for under \$5,000.00)
4. **GS# 106-211** F&E – J H White Library – Mississippi Valley State University (FE013) — Award to Mississippi Art & Design Consultants, LLC, Terry, Mississippi, in the amount of \$3,226.40 (1 quote received per code 31-7-13 for under \$5,000.00)
5. **GS# 106-211** F&E – J H White Library – Mississippi Valley State University (FE015) — Award to Harrell Contracting Group, LLC, Jackson, Mississippi, in the amount of \$4,984.00 (1 quote received per code 31-7-13 for under \$5,000.00)
6. **GS# 527-009** F&E – Cooperative Data Center –Information Technology Services (FE018) — Award to Venture Technologies, Birmingham, Alabama, in the amount of \$29,445.00 (Lowest of 2 quotes)
7. **GS# 527-009** F&E – Cooperative Data Center –Information Technology Services (FE019) — Award to Business Communications, Inc. Dallas, Texas, in the amount of \$398.00 (EPL Contract #39209086-3658)
8. **GS# 527-009** F&E – Cooperative Data Center –Information Technology Services (FE020) — Award to Venture Technologies, Birmingham, Alabama, in the amount of \$12,060.00 (EPL State Contract # 39209086-3658)
9. **GS# 527-009** F&E – Cooperative Data Center –Information Technology Services (FE021) — Award to Logista, Birmingham, Alabama, in the amount of \$5,102.00 (EPL State Contract # 39209086-3658)

**Furniture & Equipment Awards under \$2,000,000.00 (cont.)**

10. **GS# 527-009** F&E – Cooperative Data Center –Information Technology Services (FE022) — Award to Venture Technologies, Birmingham, Alabama, in the amount of \$4,380.00 (EPL Contract # 39209086-3685)
11. **GS# 601-123** F&E – State Parks – Department of Wildlife, Fisheries and Parks (FE010) — Award to Business Interiors, Ridgeland, Mississippi, in the amount of \$33,679.00 (State Contract # 5-420-05917)

**ITS Awards**

1. **GS# 322-032** Youthful Offender Unit (EMER) – Central Mississippi Correctional Facility (SC002) — Award to Logista, Birmingham, Alabama, in the amount of \$4,572.00 (CP-1 20140021)
2. **GS# 331-151** Central MS Crime Lab – Department of Public Safety (SC001) — Award to Cde Integrated Systems, Inc., Jackson, Mississippi, in the amount of \$10,025.54 (CP-1 20140002)
3. **GS# 527-014** Virtualization Project – Information Technology Services (SC034) — Award to Infinite Group, Inc., Pittsford, New York, in the amount of \$40,601.00 (CP-1 20130512)

**WebProcure Contract**

**Mississippi Department of Environmental Quality Contract**

Title – Artificial Reef Restoration – MS Sound

Contract Number – 47013002

Contractor – J. E. Borries Inc.

Contract Amount - \$1,507,506.03

Scope – To enhance and restore habitat at select artificial reefs in the MS Sound (Fall 2012 and Spring 2013)

**Mississippi Military Department Contract**

Title – 13CAGO5F, HVAC Data Ctr, USPFO, Flowood, MS

Contract Number – 70514001

Contractor – Metro Mechanical, Inc.

Contract Amount - \$176,500.00

Scope – Replace HVAC in Data Center USPFO, Flowood, MS





STATE OF MISSISSIPPI  
GOVERNOR PHIL BRYANT

DEPARTMENT OF FINANCE AND ADMINISTRATION

KEVIN J. UPCHURCH  
EXECUTIVE DIRECTOR

# NOTICE

A Regular Meeting of the

## **PUBLIC PROCUREMENT REVIEW BOARD**

will be held Wednesday, August 7, 2013, 2:00 p.m. in the  
13<sup>th</sup> floor Conference Room of the  
Woolfolk State Office Building

# PUBLIC PROCUREMENT REVIEW BOARD

## SPECIAL MEETING

FRIDAY, AUGUST 16, 2013

A special meeting of the Public Procurement Review Board was held at 10:00 a.m. in the 13<sup>th</sup> floor Conference Room of the Woolfolk State Office Building located in Jackson, Mississippi.

### PRESENT

Mr. Kevin J. Upchurch, Chairman  
Mr. Freddie M. "Flip" Phillips, Vice Chair  
Mr. Charles R. Snowden, Member

### OTHERS

Mr. Lance Fulcher, Director of the Office of Purchasing, Travel and Fleet Management, DFA  
Ms. Monica Ritchie, Director of the Office of Purchasing and Travel, DFA  
Mr. Brooks Moore, Director of Real Property Management, DFA  
Ms. Aubrey Leigh Goodwin, Special Assistant Attorney General, DFA  
Ms. Melody Coulson, PPRB Recorder, DFA

### GUESTS

Mr. Steve Parker, Board of Pharmacy  
Mr. Frank Gammill, Board of Pharmacy

The Chairman called the meeting to order and commenced the meeting with prayer.

### OFFICE OF PURCHASING, TRAVEL AND FLEET MANAGEMENT

Ms. Monica Ritchie presented the following:

1. A request from the Mississippi Department of Revenue – ABC Control Division for a one time purchase from W & H Systems, in the amount of \$948,157.00 for overall maintenance upgrades. This is a sole source purchase for a maintenance upgrade to the existing 10 year old material handling system that ABC uses daily to complete and ship orders to its 1,500 permittees. The existing system was purchased from W & H Systems and they are the sole distributor of the FKI/Intelligrated products that are needed to complete the upgrade. Parts from other manufacturers are not compatible with this system and could only be used if the entire system was replaced. Furthermore, the software system used to run the 1 ½ mile conveyer system was designed and implemented by W & H during initial construction. The software utilizes W & H's custom and proprietary code which cannot be altered by other companies without W & H's express permission. Mr. Snowden made a motion to approve. Mr. Phillips seconded and the motion carried.
2. A request from the Mississippi Department of Corrections (MDOC) to approve a bid for drug testing kits from Drug Testing Corporation in the amount of \$632,336.25 from August 1, 2013 – July 31, 2014. The MDOC advertised and received bids for drug testing kits. They received 3 bids and declared one nonresponsive for failure to meet specifications. MDOC would like to award the bid to the 2<sup>nd</sup> lowest responsive bidder. The lowest bidder, U.S. Diagnostics did not meet specifications due to: (1) requiring a timing device, and (2) the cup must hold the drug test results for a minimum of 30 minutes, or up to an hour. U.S. Diagnostics literature clearly states under "Material required but not provided: Timer." The

**PUBLIC PROCUREMENT REVIEW BOARD**

**Special Meeting**

**Friday, August 16, 2013**

Page 2

literature further states: "do not interpret results after 10 minutes." Mr. Phillips made a motion to approve. Mr. Snowden seconded and the motion carried.

3. Per the MAHP disposal procedures approved by PPRB on September 3, 2008, a list of disposed/donated units must be submitted to PPRB to be noted in the minutes of PPRB. The Mississippi Emergency Management Agency completed an audit of the cottage inventory and revised January's report to reflect one cottage sold during the month. The Board acknowledged this request.

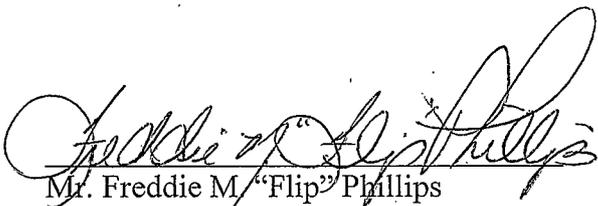
**BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT**

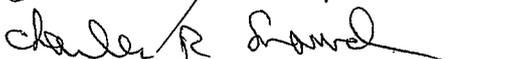
**Leases**

Mr. Brooks Moore presented the following:

The Board reviewed (a) New Leases. Mr. Moore explained the new leases. Mr. Phillips made the motion to approve (a) as recommended by the Division of Real Property Management, contingent upon fully executed leases. Mr. Snowden seconded, and the motion carried.

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

  
Mr. Freddie M. "Flip" Phillips

  
Mr. Charles R. Snowden

  
Kevin J. Upchurch

**AGENDA**

**PUBLIC PROCUREMENT REVIEW BOARD**  
**Special Meeting**  
**10:00 a.m.**

**FRIDAY, AUGUST 16, 2013**

**I. OFFICE OF PURCHASING, TRAVEL AND FLEET MANAGEMENT**

Ms. Monica Ritchie, Director of the Office of Purchasing and Travel, requests the following:

- Approval of a one time purchase for maintenance upgrade for MS Dept. of Revenue
- Approval of a bid for Drug Testing Kits for MS Dept. of Corrections
- Acknowledgement of revised MAHP disposal/donated units report

**II. BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT**

Mr. Brooks Moore, Director of Real Property Management, requests the following:

- New Leases (a)

**III. NEXT MEETING DATE**

Regular Meeting, Wednesday, September 04, 2013

**OFFICE OF PURCHASING AND TRAVEL  
PUBLIC PROCUREMENT REVIEW BOARD  
SPECIAL MEETING AGENDA**

**August 16, 2013**

1. **REQUESTING AGENCY:** MS Dept. of Revenue – ABC Control Division  
**CONTRACTOR:** W & H Systems  
**AMOUNT OF CONTRACT:** \$948,157.00  
**TERM OF CONTRACT:** one time purchase  
**SCOPE OF CONTRACT:** overall maintenance upgrade  
**PURCHASE METHOD (PROPOSAL, SOLE SOURCE):** sole source  
**COMMENTS:** This is a sole source purchase for a maintenance upgrade to the existing 10 year old material handling system that ABC uses daily to complete and ship orders to its 1,500 permittees. The existing system was purchased from W & H Systems and they are the sole distributor of the FKI/Intelligrated products that are needed to complete the upgrade. Parts from other manufacturers are not compatible with this system and could only be used if the entire system was replaced. Furthermore, the software system used to run the 1 ½ mile conveyer system was designed and implemented by W & H during initial construction. The software utilizes W & H's custom and proprietary code which cannot be altered by other companies without W & H's express permission.  
**COMPLIANCE WITH PROCEDURES (YES, NO):** Yes  
If no, explanation:  
**ADDITIONAL COMMENTS IF NEEDED:** Based on the information submitted by the Agency, we ask for the Board's approval contingent upon the issuance of an award letter or a purchase order by the Agency.
  
2. **REQUESTING AGENCY:** MS Dept. of Corrections  
**CONTRACTOR:** Drug Testing Corporation  
**AMOUNT OF CONTRACT:** \$632,336.25  
**TERM OF CONTRACT:** August 1, 2013 – July 31, 2014  
**SCOPE OF CONTRACT:** Agency Contract for Drug Testing Kits  
**PURCHASE METHOD (PROPOSAL, SOLE SOURCE):** The Dept. of Corrections advertised and received bids for drug testing kits. They received 3 bids and reviewed two, throwing one out for not meeting specifications.  
**COMMENTS:** MDOC would like to award the bid to the 2<sup>nd</sup> lowest bidder. The lowest bidder, U.S. Diagnostics did not meet specifications due to: (1) requiring a timing device, and (2) the cup must hold the drug test results for a minimum of 30 minutes, or up to an hour. U.S. Diagnostics literature clearly states under "Material required but not provided:" Timer. The literature further states: "do not interpret results after 10 minutes."  
**COMPLIANCE WITH PROCEDURES (YES, NO):** Yes  
If no, explanation:  
**ADDITIONAL COMMENTS IF NEEDED:** Based on the information submitted by the Agency, we ask for the Board's approval contingent upon the issuance of an award letter or a purchase order by the Agency.

3. Per the MAHP disposal procedures approved by PPRB on September 3, 2008, a list of disposed/donated units must be submitted to PPRB to be noted in the minutes of PPRB. MEMA completed an audit of the cottage inventory and revised January's report to reflect one cottage sold during the month. See attached list of units for August 2013.

MEMA Monthly MAHPP Disposal Report to PPRB and Office of Insurance, State Fire Marshal  
 Mississippi Alternative Housing Pilot Project Mississippi Cottage Transfers

Report Date (Mo, Year): August 14, 2013

REVISED

Report Month: JAN. 2013

\$ 250.00

(T or I) Transfers: \_\_\_\_\_  
 (DS) Disposals: \_\_\_\_\_  
 (S) Sales: 1  
 (D) Donations: \_\_\_\_\_

Total		1		Last Name or Entity			\$250.00	\$ 250.00	1		
Unit Bar Code	MS State Tracking #	SIN#	Last Name or Entity	First Name	Address and Phone	Sale Price	Transfer Date	Type	Unit Description	PRPB Report	
<b>January's Activity</b>											
4261	3152	3	Bates	Glenda	9015 Orange St., Bay St. Louis, MS 39520	\$250.00	01/08/13	S	3 Bedroom	8/14/2013	

PUBLIC PROCUREMENT REVIEW BOARD

SPECIAL MEETING

August 16, 2013

LEASES

850-000

The Division of Real Property Management requests concurrence and approval of the following:

**(a) NEW LEASES**

<u>Agency</u>	<u>Location</u>	<u>Eff. Date</u>	<u>Type* Space</u>	<u>Previous Sq. Ft.</u>	<u>Proposed Sq. Ft.</u>	<u>Previous** \$/Sq. Ft.</u>	<u>Proposed** \$/Sq. Ft.</u>	<u>%Fed Esc Fund</u>	<u>\$/Year</u>	<u>Lease #</u>
Medi- -caid	805 W Park Ave Greenwood	11/01/13 10/31/18	O	7,370	7,370	8.92+UJ	10.50+UJ	N 50	77,385	5154212018B01166

This request from the Mississippi Division of Medicaid is the lower of two (2) responsive proposals received. The lowest proposal was deemed non-responsive for failure to submit the address and location for the building.

Medi- -caid	1702 Denney Pascagoula	02/01/14 01/31/24	O		9,600		13.72+UJ rounded	N 50	131,712	5153032019A01689
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This request from the Mississippi Division of Medicaid is the lowest of three (3) responsive proposals. The lowest proposal was deemed non-responsive for failure to submit the address and location for the building.

Board of Pharm	6360 I-55 N Jackson	10/01/13 09/30/18	O		9,251		13.05 inc rounded	TIUJ 100	120,660	6552512018A07347
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This request from the Mississippi Board of Pharmacy is fourth (4<sup>th</sup>) lowest of six (6) proposals received, and the second (2<sup>nd</sup>) lowest cost per square foot. Mississippi Board of Nursing has offered to pay for one-half of the cost of an employee whom will split their time working with the Board of Pharmacy and the Board of Nursing, which would be a savings to the Board of Pharmacy of roughly \$25,000.00 per year. This offer by the Board of Nursing is contingent upon the Board of Pharmacy being located within 3-5 miles of the Board of Nursing's location, so as to avoid extensive amounts of travel for this employee back and forth to each location. Based on the savings generated by this offer from the Board of Nursing, only two (2) proposals meet these criteria. When factoring in the preference in the RFP for CAT 6 cabling as opposed to CAT 5 or 5E, this proposal was deemed to be the lowest and best.

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





STATE OF MISSISSIPPI  
GOVERNOR PHIL BRYANT

DEPARTMENT OF FINANCE AND ADMINISTRATION

KEVIN J. UPCHURCH  
EXECUTIVE DIRECTOR

# NOTICE

A Special Meeting of the

## **PUBLIC PROCUREMENT REVIEW BOARD**

will be held Friday, August 16, 2013, 10:00 a.m. in the  
13th floor Conference Room  
Woolfolk State Office Building

Agenda: Approval of OPT items, RPM Leases and Miscellaneous

**PUBLIC PROCUREMENT REVIEW BOARD**

**SPECIAL MEETING**

**THURSDAY, AUGUST 22, 2013**

A special meeting of the Public Procurement Review Board was held at 11:00 a.m. in the 13<sup>th</sup> floor Conference Room of the Woolfolk State Office Building located in Jackson, Mississippi.

**PRESENT**

Mr. Kevin J. Upchurch, Chairman  
Mr. Freddie M. "Flip" Phillips, Vice Chair  
Mr. Charles R. Snowden, Member

**OTHERS**

Mr. Brooks Moore, Director of Real Property Management, DFA  
Ms. Aubrey Leigh Goodwin, Special Assistant Attorney General, DFA  
Ms. Romaine Richards, Special Assistant Attorney General, DFA  
Ms. Melody Coulson, PPRB Recorder, DFA

The Chairman called the meeting to order and commenced the meeting with prayer.

**BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT**

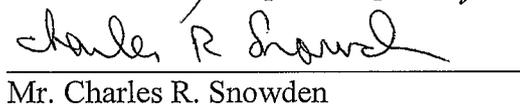
**Leases**

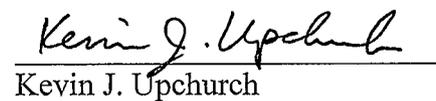
Mr. Brooks Moore presented the following:

The Board reviewed (a) New Leases. Mr. Moore explained the new lease as requested by the Mississippi Attorney General's Office (AGO). Mr. Moore explained that the AGO was requesting to rescind approval of Lease 075-091-16A, which was approved by the Board in order for the AGO to open a North Mississippi satellite office. Mr. Moore explained that because it was determined upon inspection by the AGO security team that the building posed a significant security risk, and that in order to properly secure the building, improvements would have to be made to the property which would be impermissible due to the Landlord's relationship to Attorney General Hood, the AGO's office wished to award to the second-low proposer. The Chairman asked why the new lease was for so much more space. Mr. Moore explained that while the new Lease requested does contain more square footage than the prior approved Lease, the AGO's Request for Proposals did not require this additional space. Rather, it was an unsolicited offer by the proposer that the AGO is now seeking to take advantage of to include elements to the office which were not originally contemplated but are advantageous, such as a conference room and storage area. Mr. Phillips made a motion to rescind the Board's approval of Lease 075-091-16A, Mr. Snowden seconded, and the motion carried. Mr. Snowden made the motion to approve (a) as recommended by the Division of Real Property Management, contingent upon the property being securable and ADA-compliant and a fully executed lease. Mr. Phillips seconded, and the motion carried.

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

  
Mr. Freddie M. "Flip" Phillips

  
Mr. Charles R. Snowden

  
Kevin J. Upchurch

**AGENDA**

**PUBLIC PROCUREMENT REVIEW BOARD  
Special Meeting  
11:00 a.m.**

**THURSDAY, AUGUST 22, 2013**

**I. BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT**

Mr. Brooks Moore, Director of Real Property Management, requests the following:

- New Leases (a)

**II. NEXT MEETING DATE**

Regular Meeting, Wednesday, September 04, 2013

PUBLIC PROCUREMENT REVIEW BOARD

SPECIAL MEETING

August 22, 2013

LEASES

850-000

The Division of Real Property Management requests concurrence and approval of the following:

(a) **NEW LEASES**

<u>Agency</u>	<u>Location</u>	<u>Eff. Date</u>	<u>Type* Space</u>	<u>Previous Sq. Ft.</u>	<u>Proposed Sq. Ft.</u>	<u>Previous** \$/Sq. Ft.</u>	<u>Proposed** \$/Sq. Ft.</u>	<u>%Fed Esc Fund</u>	<u>\$/Year</u>	<u>Lease #</u>
Attorney General	799 N Jackson Houston	09/01/13 01/31/16	O		1,680		5.36+UJ rounded	N 0	9,000	0750912016B07300

This request from the Attorney General's Office includes canceling Lease 075-091-16A, which was approved by the PPRB on August 7, 2013 but which has not been fully executed. This proposal is the higher of two (2) proposals received. The lower proposal was at no cost; however, upon review of the property and premises, there were significant concerns from the Office of the Attorney General in regards to security at the location. This requested space...contains one additional office, extra filing space, and a much needed conference room. The additional square footage will also allow for possible future expansion of services....

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





STATE OF MISSISSIPPI  
GOVERNOR PHIL BRYANT

DEPARTMENT OF FINANCE AND ADMINISTRATION

KEVIN J. UPCHURCH  
EXECUTIVE DIRECTOR

# NOTICE

A Special Meeting of the

## **PUBLIC PROCUREMENT REVIEW BOARD**

will be held Thursday, August 22, 2013, 11:00 a.m. in the  
13th floor Conference Room  
Woolfolk State Office Building

Agenda: Approval of RPM Leases and Miscellaneous

# **PUBLIC PROCUREMENT REVIEW BOARD**

## **REGULAR MEETING**

**WEDNESDAY, SEPTEMBER 04, 2013**

A regular meeting of the Public Procurement Review Board was held at 2:00 p.m. in the 13<sup>th</sup> floor Conference Room of the Woolfolk State Office Building located in Jackson, Mississippi.

### **PRESENT**

Mr. Kevin J. Upchurch, Chairman  
Mr. Freddie M. "Flip" Phillips, Vice Chair  
Mr. Rick Snowden, Member

### **OTHERS**

Ms. Monica Ritchie, Director of the Office of Purchasing and Travel, DFA  
Mr. Lance Fulcher, Director of the Office of Purchasing, Travel and Fleet Management, DFA  
Mr. Brooks Moore, Director of Real Property Management, DFA  
Ms. Aubrey Leigh Goodwin, Special Assistant Attorney General, DFA  
Ms. Melody Coulson, PPRB Recorder, DFA

### **ABSENT**

Mr. Glenn Kornbrek, Director of the Bureau of Building, Grounds and Real Property Management, DFA

The Chairman called the meeting to order and commenced the meeting with prayer.

### **MINUTES**

Mr. Upchurch asked if the Minutes had been reviewed for the following meetings:

- Regular Meeting, Wednesday, August 07, 2013
- Special Meeting, Friday, August 16, 2013
- Special Meeting, Thursday, August 22, 2013

Mr. Phillips made a motion to approve the above-mentioned Minutes. Mr. Snowden seconded and the motion carried.

### **OFFICE OF PURCHASING, TRAVEL & FLEET MANAGEMENT (OPTFM)**

Ms. Ritchie presented the following:

1. A request on behalf of the University of Mississippi Medical Center (UMMC) for approval of a Sole Source Contract award for Wet Pack Dialyzers to Asahi Kasei America, Inc., in the amount of \$835,500.00, from August 1, 2013 through July 31, 2016. Mr. Phillips made the motion to approve. Mr. Snowden seconded and the motion carried.

**PUBLIC PROCUREMENT REVIEW BOARD**

**Regular Meeting**

**Wednesday, September 04, 2013**

Page 2

**BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT**

**Leases**

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

The Board reviewed (b) New Leases. Mr. Moore explained the new leases. Mr. Phillips made the motion to approve (b) as recommended by the Division of Real Property Management, contingent upon fully executed leases. Mr. Snowden seconded, and the motion carried.

The Board reviewed (c) Land Lease. Mr. Moore explained the lease. Mr. Snowden made the motion to approve (c) as recommended by the Division of Real Property Management, contingent upon a fully executed lease. Mr. Phillips seconded, and the motion carried.

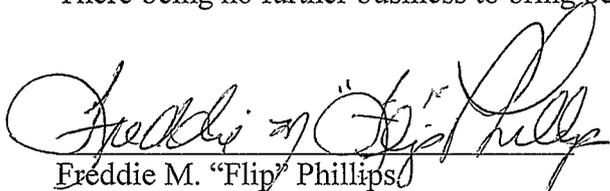
The Board reviewed (d) Other. Mr. Moore explained the lease. Mr. Phillips made the motion to approve (d) as recommended by the Division of Real Property Management, contingent upon a fully executed lease. Mr. Snowden seconded, and the motion carried.

**Construction**

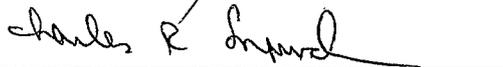
Mr. Snowden presented the following on behalf of Mr. Glenn Kornbrek:

Ratification of the Construction, F&E, ITS and WebProcure awards. Mr. Phillips made a motion to ratify. Mr. Snowden seconded, and the motion carried.

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



Freddie M. "Flip" Phillips



Charles R. Snowden

  
Kevin J. Upchurch

## AGENDA

### PUBLIC PROCUREMENT REVIEW BOARD

Regular Meeting

2:00 p.m.

WEDNESDAY, SEPTEMBER 04, 2013

#### I. MEETING MINUTES

- Approval of Minutes for the Regular Meeting, Wednesday, August 07, 2013
- Approval of Minutes for the Special Meeting, Friday, August 16, 2013
- Approval of Minutes for the Special Meeting, Thursday, August 22, 2013

#### II. OFFICE OF PURCHASING, TRAVEL AND FLEET MANAGEMENT

Ms. Monica Ritchie, Director of the Office of Purchasing and Travel, requests the following:

- Approval of purchase by University of Mississippi Medical Center

#### III. BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT

Mr. Brooks Moore, Director of Real Property Management, requests approval of the following:

- Leases with no Increase in Cost or Space (a)
- New Leases (b)
- Land Leases (c)
- Other (d)

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

- Ratification of Construction, F&E, ITS and WebProcure awards

#### IV. NEXT MEETING DATE

Regular Meeting, Wednesday, October 02, 2013

**OFFICE OF PURCHASING AND TRAVEL  
PUBLIC PROCUREMENT REVIEW BOARD  
MEETING AGENDA  
September 4, 2013**

- 1. REQUESTING AGENCY: University of MS Medical Center  
CONTRACTOR: Asahi Kasei Medical America, Inc.  
AMOUNT OF CONTRACT: \$835,500  
TERM OF CONTRACT: August 1, 2013 through July 31, 2016  
SCOPE OF CONTRACT: Wet Packed Dialyzers  
PURCHASE METHOD (PROPOSALS, SINGLE SOURCE, ETC): Sole Source  
COMMENTS: UMC plans to purchase approximately \$835,500 over a three year period for wet packed dialyzers. This vendor is the only manufacturer of the wet packed single use dialyzers.  
COMPLIANCE WITH PROCEDURES (YES, NO): Yes  
If no, explanation:  
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.**

PUBLIC PROCUREMENT REVIEW BOARD

REGULAR MEETING

September 4, 2013

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* Space</u>	<u>Previous Sq. Ft.</u>	<u>Proposed Sq. Ft.</u>	<u>Previous** \$/Sq. Ft.</u>	<u>Proposed** \$/Sq. Ft.</u>	<u>%Fed</u>		<u>\$/Year</u>	<u>Lease #</u>
								<u>Esc</u>	<u>Fund</u>		
MDAH	1562 G Sweetman Biloxi	10/01/13 09/30/14	O	4,344	4,344	0.00 inc	0.00 inc	N	0	0	0602412014A00912
MDOC	429 S Gallatin Jackson	10/01/13 09/30/16	O	11,000	11,000	3.48+UJ	3.48+UJ	N	0	38,280	1702512016C00419
MDOC	103 W China Lexington	10/01/13 09/30/18	O	1,668	1,668	7.20 inc rounded	7.20 inc rounded	N	0	12,000	1702612018A01583
MDOC	2034 Old Mobile Pascagoula	10/01/13 08/31/14 mo to mo	O	2,750	2,750	10.00+UJ	10.00+UJ	N	0	27,500	1703032014A07310
MDOC	2709 Clay Vicksburg	10/01/13 09/30/18	O	1,898	1,898	9.49+UJ rounded	9.49+UJ rounded	N	0	18,000	1707512018A07205
MDA	4225 Industrial Jackson	10/01/13 09/30/15	S	6,000	6,000	4.40 inc	4.40 inc	N	0	26,400	2252512015A07209
MDES	212 St Paul Pearl	10/01/13 09/30/14	O	5,956	5,956	10.00+UJ	10.00+UJ	N	100	59,560	2606122014A01572
MBN	1304 Cypress Greenwood	12/01/13 11/30/16	O	6,690	6,690	4.94+J rounded	4.94+J rounded	N	0	33,000	5804212016A07293

**(b) NEW LEASES**

<u>Agency</u>	<u>Location</u>	<u>Eff. Date</u>	<u>Type* Space</u>	<u>Previous Sq. Ft.</u>	<u>Proposed Sq. Ft.</u>	<u>Previous** \$/Sq. Ft.</u>	<u>Proposed** \$/Sq. Ft.</u>	<u>%Fed</u>		<u>\$/Year</u>	<u>Lease #</u>
								<u>Esc</u>	<u>Fund</u>		
Univ of Miss	1636 Poppas Ferry Biloxi	10/01/13 09/30/14	O		375		6.40 inc	N	0	2,400	4302412014A07266

This request from the University of Mississippi includes waiving advertisement. The University of Mississippi has been leasing this space since 2010; however, the most recent renewal was not presented to RPM or the PPRB for approval. Therefore, this request is presented as a New Lease. No terms and conditions have changed from the prior lease approved by the PPRB.

(c) LAND LEASES

<u>Agency</u>	<u>Location</u>	<u>Eff. Date</u>	<u>Type* Space</u>	<u>Previous Sq. Ft.</u>	<u>Proposed Sq. Ft.</u>	<u>Previous** \$/Sq. Ft.</u>	<u>Proposed** \$/Sq. Ft.</u>	<u>%Fed Esc Fund</u>	<u>\$/Year</u>	<u>Lease #</u>
MDHS	355 S State Jackson	09/01/13 08/31/14	LD (Parking)	3 spaces	3 spaces	50/space/mo	60/space/mo	N 66	2,160	8992512014A01822

(d) OTHER

<u>Agency</u>	<u>Location</u>	<u>Eff. Date</u>	<u>Type* Space</u>	<u>Previous Sq. Ft.</u>	<u>Proposed Sq. Ft.</u>	<u>Previous** \$/Sq. Ft.</u>	<u>Proposed** \$/Sq. Ft.</u>	<u>%Fed Esc Fund</u>	<u>\$/Year</u>	<u>Lease #</u>
Tax Appeals	2679 C Ridge Jackson	10/01/13 02/28/14	O	1,244	1,556	14.50 inc	13.74 inc rounded	N 0	21,365 rounded	8102512013A07254

This request from the Mississippi Board of Tax Appeals includes adding 312 square feet to the existing lease, with a reduction in the cost per square foot, and waiving the RPM requirement for additions of space with less than six (6) months remaining on the lease term. This new space will house both storage area for filing, as well as office space for the Board members. The Board has sought this additional space since early 2013, but it was inadvertently not submitted to RPM until recently. The Board also intends to renew the lease under the same terms and conditions upon expiration. Based upon the amount of additional space and the costs of advertisement and moving, RPM recommends that the Board be allowed to add the new space.

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, SEPTEMBER 04, 2013

#### **Ratification 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 requests ratification of 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 August 1, 2013 through August 31, 2013.

#### **Construction Awards under \$5,000,000.00**

1. **GS# 103-275** Admin. Tower Ext. Waterproofing – Jackson State University (GC001) – Award to Coleman Hammons Construction Co., Inc., Pearl, Mississippi, in the amount of \$2,358,000.00 (Lowest of 2 bids received)
2. **GS# 106-250** James Hall Renov. (EMER) – Mississippi Valley State University (GC001) – Award to Evan Johnson & Sons Construction, Inc., Brandon, Mississippi, in the amount of \$2,533,000.00 (Lowest of 3 quotes received)
3. **GS# 202-067** Energy Conservation Measures – Copiah-Lincoln Community College (GC001) – Award to Buford Plumbing Company, Inc., Jackson, Mississippi, in the amount of \$543,700.00 (Lowest of 5 bids received)
4. **GS# 203-049** Founders Gym Renovations – East Central Community College (GC001) – Award to IKBI, Incorporated, Choctaw, Mississippi, in the amount of \$188,500.00 (Lowest of 3 bids received)
5. **GS# 214-060** Campus Roofing – PH I – Pearl River Community College (GC001) – Award to Mandal's, Inc., Gulfport, Mississippi, in the amount of \$423,713.00 (Lowest of 5 bids received)
6. **GS# 611-021** Wastewater Plant (EMER) – John W Kyle State Park (GC001) – Award to Greenbriar Digging Service Limited Partnership, Brookhaven, Mississippi, in the amount of \$210,000.00 (Lowest of 5 quotes received)
7. **GS# 645-005** Issac-Percy Quin Emergency Dam Repair – Department of Fisheries (Department of Wildlife, Fisheries and Parks) (GC002) – Award to T.L. Wallace Construction, Inc., Columbia, Mississippi, in the amount of \$1,888,000.00 (Lowest of 6 bids received)

## Furniture & Equipment Awards under \$2,000,000.00

1. GS# 106-211 F&E – J H White Library – Mississippi Valley State University (FE016) — Award to Krueger International (KI), Green Bay, Wisconsin, in the amount of \$60,461.20 (KI State Contract # 5-425-21273)
2. GS# 527-009 F&E – Cooperative Data Center –Information Technology Services (FE023) — Award to Material Lift Sales, Inc., Raleigh, North Carolina, in the amount of \$5,374.66 (Lowest of 2 quotes)
3. GS# 527-009 F&E – Cooperative Data Center –Information Technology Services (FE024) — Award to Filing and Storage of Mississippi, LLC, Jackson, Mississippi, in the amount of \$32,994.00 (State Contract #5-420-27804)

## ITS Awards

1. GS# 106-201 Library Enhancements – Mississippi Valley State University (SC001) — Award to AT&T Communications Systems SE, Baltimore, Maryland, in the amount of \$50,676.47 (CP-1 20130431)
2. GS# 106-201 Library Enhancements – Mississippi Valley State University (SC003) — Award to Venture Technologies, Birmingham, Alabama, in the amount of \$51,200.00 (CP-1 20140022)

## WebProcure Contract

### Mississippi Department of Wildlife, Fisheries and Parks Contract

Title – Drainage Ditch Improvements  
Contract Number – 46414001  
Contractor – Quinn Contracting, Inc.  
Contract Amount - \$138,567.00  
Scope – Irrigation; Drainage; Flood Control/Engineering  
Lowest of 12 Bids Received

### Mississippi Military Department Contract

Title – Roof Repairs CMTC  
Contract Number – 70514002  
Contractor – Tri-Star Mechanical Contractors, Inc.  
Contract Amount - \$63,645.00  
Scope – Roof Repairs to buildings OS224 & OS225, Camp McCain Training Center, Grenada, MS  
Lowest of 6 Bids Received

### Mississippi Military Department Contract

Title – Roof Repairs Gloster  
Contract Number – 70514003  
Contractor – Guaranteed Roofing Company, Inc.  
Contract Amount - \$186,000.00  
Scope – Roof Repairs to Gloster Readiness Center, Gloster, MS  
Lowest of 3 Bids Received

### Mississippi Military Department Contract

Title – Roof Repairs JFH  
Contract Number – 70514004  
Contractor – E. Cornell Malone Corporation  
Contract Amount - \$711,000.00  
Scope – Roof Repairs at Joint Forces Headquarters (JFH) Auditorium, Jackson, MS  
1 Bid Received

**WebProcure Contract (continued)**

**Mississippi Development Authority Contract**

Title – Pipe Shop Conveyor Cover Project  
Contract Number – 41114003  
Contractor – Ben M Radcliff Contractor, Inc.  
Contract Amount - \$673,000.00  
Scope – Pipe Shop Conveyor Cover  
Lowest of 3 Bids

**Mississippi Military Department Contract**

Title – Repair Sanitary Sewer CSJFTC  
Contract Number – 70514005  
Contractor – Hemphill Construction Company, Inc.  
Contract Amount - \$1,183,993.00  
Scope – Repair Sanitary Sewer System, Camp Shelby Joint Forces Training Center, Camp Shelby, MS  
Lowest of 4 Bids Received

**Mississippi Military Department Contract**

Title – 13-CAG-10-FM / Rbldg711713766CS  
Contract Number – 70514006  
Contractor – Casablanca Construction, Inc.  
Contract Amount - \$491,000.00  
Scope – Maintenance and Repairs to Building 711, 713 & 766 (Historical Site), Camp Shelby Joint Forces Training Center Sanitary Sewer System, Camp Shelby Joint Forces Training Center  
Lowest of 3 Bids Received

**Mississippi Military Department Contract**

Title – 13-CAG-11-Maint/RepRange18TowerCSJFTC  
Contract Number – 70514007  
Contractor – ReflecTech Inc  
Contract Amount - \$161,000.00  
Scope – Maintenance and Repairs to Range 18 Tower, Camp Shelby Joint Forces Training Center  
Lowest of 2 Bids Received

**Mississippi Military Department Contract**

Title – 13-CAG-12-FAddFenceHaglarField  
Contract Number – 70514008  
Contractor – Calhoun Fence, Inc.  
Contract Amount - \$53,282.00  
Scope – Install Additional Fence at Camp Shelby Joint Forces Training Center  
Lowest of 2 Bids Received

PUBLIC PROCUREMENT REVIEW BOARD

HANDOUT

September 4, 2013

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* Space</u>	<u>Previous Sq. Ft.</u>	<u>Proposed Sq. Ft.</u>	<u>Previous** \$/Sq. Ft.</u>	<u>Proposed** \$/Sq. Ft.</u>	<u>%Fed Esc Fund</u>	<u>\$/Year</u>	<u>Lease #</u>
Audit	3536 Hwy 15 Laurel	09/01/13 08/31/14	O	1,300	1,300	13.49 inc rounded	13.49 inc rounded	N 0	17,531	0853422014A07246

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





STATE OF MISSISSIPPI  
GOVERNOR PHIL BRYANT

DEPARTMENT OF FINANCE AND ADMINISTRATION

KEVIN J. UPCHURCH  
EXECUTIVE DIRECTOR

# NOTICE

A Regular Meeting of the

## **PUBLIC PROCUREMENT REVIEW BOARD**

will be held Wednesday, September 04, 2013, 2:00 p.m. in the  
13<sup>th</sup> floor Conference Room of the  
Woolfolk State Office Building

# PUBLIC PROCUREMENT REVIEW BOARD

## SPECIAL MEETING

WEDNESDAY, SEPTEMBER 11, 2013

A special meeting of the Public Procurement Review Board was held at 12:30 p.m. in the 13<sup>th</sup> floor Conference Room of the Woolfolk State Office Building located in Jackson, Mississippi.

### PRESENT

Mr. Kevin J. Upchurch, Chairman  
Mr. Freddie M. "Flip" Phillips, Vice Chair  
Mr. Charles R. Snowden, Member

### OTHERS

Mr. Bennie Nutt, Deputy Executive Director, DFA  
Ms. Monica Ritchie, Director of the Office of Purchasing and Travel, DFA  
Mr. Glenn Kornbrek, Director of the Bureau of Building, Grounds and Real Property Management, DFA  
Ms. Aubrey Leigh Goodwin, Special Assistant Attorney General, DFA  
Ms. Melody Coulson, PPRB Recorder, DFA

The Chairman called the meeting to order and commenced the meeting with prayer.

### OFFICE OF PURCHASING, TRAVEL AND FLEET MANAGEMENT

Ms. Ritchie presented the following:

1. The MS Department of Public Safety is requesting approval to deviate from Procurement Regulation 8.101.02.1 that states "disposing of personal property by sealed bid will be required to advertise the sale in the same manner as set forth in Section 31-7-13(c), Mississippi Code of 1972 Annotated. Section (c) number 3 states, *"The date as published for the bid opening shall not be less than seven (7) working days after the last published notice."* Due to an error, the bids for the sale of aircraft were opened on the 7<sup>th</sup> working day as opposed to the 8<sup>th</sup> working day. Mr. Snowden made a motion to approve. Mr. Phillips seconded and the motion carried.
2. A request on behalf of the MS Dept. of Transportation (MDOT) to approve a sole source purchase to Aspen Aerials, Inc. in the amount of \$645,800 for an Under Bridge Inspection Truck. MDOT is requesting approval to purchase this particular vehicle as a sole source due to its unique, exclusive proprietary characteristics, functions, design elements, quality and safety standards and features. There is no other manufacturer, distributor, or provider who can sell, deliver or service these trucks within the State of Mississippi. Mr. Phillips made a motion to approve. Mr. Snowden seconded and the motion carried.
3. A request on behalf of the MS Dept. of Health to approve a sole source purchase to Sanofi Pasteur in the amount of \$4,000,000 from September 11, 2013 through March 31, 2014 for vaccines. Mr. Phillips made a motion to approve. Mr. Snowden seconded and the motion carried.
4. A request on behalf of the MS Dept. of Health to approve a sole source purchase to Pfizer, Inc. in the amount of \$1,000,000 from September 11, 2013 through March 31, 2014 for vaccines. Mr. Phillips made a motion to approve. Mr. Snowden seconded and the motion carried.

**PUBLIC PROCUREMENT REVIEW BOARD**

**Special Meeting**

**Wednesday, September 11, 2013**

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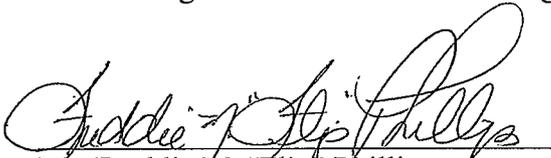
5. A request on behalf of the MS Dept. of Health to approve a sole source purchase to GlaxoSmithKline, Inc. in the amount of \$1,000,000 from September 11, 2013 through March 31, 2014 for vaccines. Mr. Phillips made a motion to approve. Mr. Snowden seconded and the motion carried.
6. A request on behalf of the MS Dept. of Health to approve a sole source purchase to Merck Sharp Dohme Corporation in the amount of \$4,000,000 from September 11, 2013 through March 31, 2014 for vaccines. Mr. Phillips made a motion to approve. Mr. Snowden seconded and the motion carried.

**BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT**

Mr. Kornbrek presented the following:

A request for approval of Change Order #1 on GS#209-048 Campus Roofing – PH I. The contractor is Parker Contracting Services, LLC. The original contract sum is \$252,250.00 and 75 Days. This change order adds +\$288,036.00 and +60 Days for a total of \$540,286.00 and 135 Days. Based on the professional's recommendation that the roof deck was unsafe, Meridian Community College has vacated the building and moved classes to other temporary locations off campus. This change order is the only approach that would allow the work to get completed in a timely fashion and allow the using agency to move classes back into the building prior to the start of the spring semester. Mr. Snowden made the motion to approve. Mr. Phillips seconded, and the motion carried.

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

  
Mr. Freddie M. "Flip" Phillips

  
Mr. Charles R. Snowden

  
Kevin J. Upchurch

**AGENDA**

**PUBLIC PROCUREMENT REVIEW BOARD**  
**Special Meeting**  
**12:30 p.m.**

**WEDNESDAY, SEPTEMBER 11, 2013**

**I. OFFICE OF PURCHASING, TRAVEL AND FLEET MANAGEMENT**

Ms. Monica Ritchie, Director of the Office of Purchasing and Travel, requests the following:

- Approval of a contract for DPS sale of the aircraft
- Approval of a Sole Source contract for MDOT
- Approval of 4 Sole Source Contracts for MDOH

**II. BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT**

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

- Approval of Change Order #1 on GS#209-048 Campus Roofing – PH I

**III. NEXT MEETING DATE**

Regular Meeting, Wednesday, October 02, 2013

**OFFICE OF PURCHASING AND TRAVEL  
PUBLIC PROCUREMENT REVIEW BOARD  
SPECIAL MEETING AGENDA  
September 11, 2013**

1. The Department of Public Safety (DPS) is requesting approval to deviate from Procurement Regulation 8.101.02.1 that states "disposing of personal property by sealed bid will be required to advertise the sale in the same manner as set forth in Section 31-7-13(c), Mississippi Code of 1972 Annotated. Section (c) number 3 states, "*The date as published for the bid opening shall not be less than seven (7) working days after the last published notice.*" Due to an error, the bids for the sale of aircraft were opened on the 7<sup>th</sup> working day as opposed to the 8<sup>th</sup> working day.
  
2. **REQUESTING AGENCY:** MS Dept. of Transportation  
**CONTRACTOR:** Aspen Aerials, Inc.  
**AMOUNT OF CONTRACT:** \$645,800  
**TERM OF CONTRACT:** one time purchase  
**SCOPE OF CONTRACT:** Under Bridge Inspection Truck  
**PURCHASE METHOD (PROPOSAL, SOLE SOURCE):** Sole Source  
**COMMENTS:** MDOT is requesting approval to purchase an Under Bridge Inspection Truck from Aspen Aerials. This particular vehicle is sole source due to its unique, exclusive proprietary characteristics, functions, design elements, quality and safety standards and features. There is no other manufacturer, distributor, or provider who can sell, deliver or service within the State of Mississippi.  
**COMPLIANCE WITH PROCEDURES (YES, NO):** Yes  
If no, explanation:  
**ADDITIONAL COMMENTS IF NEEDED:**Based on the information submitted by the Agency, we ask for the Board's approval contingent upon the issuance of an award letter or a purchase order by the Agency.
  
3. **REQUESTING AGENCY:** MS Dept. of Health  
**CONTRACTOR:** Sanofi Pasteur  
**AMOUNT OF CONTRACT:** \$4,000,000  
**TERM OF CONTRACT:** September 11, 2013 through March 31, 2014  
**SCOPE OF CONTRACT:** Vaccines  
**PURCHASE METHOD (PROPOSAL, SOLE SOURCE):** Sole Source  
**COMMENTS:** MDOH is requesting approval to purchase vaccines from Sanofi. The CDC vaccine contract is the sole source for purchasing vaccine CDC replacement stock of vaccines.  
**COMPLIANCE WITH PROCEDURES (YES, NO):** Yes  
If no, explanation:  
**ADDITIONAL COMMENTS IF NEEDED:**Based on the information submitted by the Agency, we ask for the Board's approval contingent upon the issuance of an award letter or a purchase order by the Agency.

4. **REQUESTING AGENCY:** MS Dept. of Health  
**CONTRACTOR:** Pfizer, Inc.  
**AMOUNT OF CONTRACT:** \$1,000,000  
**TERM OF CONTRACT:** September 11, 2013 through March 31, 2014  
**SCOPE OF CONTRACT:** Vaccines  
**PURCHASE METHOD (PROPOSAL, SOLE SOURCE):** Sole Source  
**COMMENTS:** MDOH is requesting approval to purchase vaccines from Pfizer, Inc. The CDC vaccine contract is the sole source for purchasing vaccine CDC replacement stock of vaccines.  
**COMPLIANCE WITH PROCEDURES (YES, NO):** Yes  
If no, explanation:  
**ADDITIONAL COMMENTS IF NEEDED:**Based on the information submitted by the Agency, we ask for the Board's approval contingent upon the issuance of an award letter or a purchase order by the Agency.
5. **REQUESTING AGENCY:** MS Dept. of Health  
**CONTRACTOR:** GlaxoSmithKline, Inc.  
**AMOUNT OF CONTRACT:** \$1,000,000  
**TERM OF CONTRACT:** September 11, 2013 through March 31, 2014  
**SCOPE OF CONTRACT:** Vaccines  
**PURCHASE METHOD (PROPOSAL, SOLE SOURCE):** Sole Source  
**COMMENTS:** MDOH is requesting approval to purchase vaccines from GlaxoSmithKline, Inc. The CDC vaccine contract is the sole source for purchasing vaccine CDC replacement stock of vaccines.  
**COMPLIANCE WITH PROCEDURES (YES, NO):** Yes  
If no, explanation:  
**ADDITIONAL COMMENTS IF NEEDED:**Based on the information submitted by the Agency, we ask for the Board's approval contingent upon the issuance of an award letter or a purchase order by the Agency.
6. **REQUESTING AGENCY:** MS Dept. of Health  
**CONTRACTOR:** Merck Sharp Dohme Corporation  
**AMOUNT OF CONTRACT:** \$4,000,000  
**TERM OF CONTRACT:** September 11, 2013 through March 31, 2014  
**SCOPE OF CONTRACT:** Vaccines  
**PURCHASE METHOD (PROPOSAL, SOLE SOURCE):** Sole Source  
**COMMENTS:** MDOH is requesting approval to purchase vaccines from Merck Sharp Dohme Corporation. The CDC vaccine contract is the sole source for purchasing vaccine CDC replacement stock of vaccines.  
**COMPLIANCE WITH PROCEDURES (YES, NO):** Yes  
If no, explanation:  
**ADDITIONAL COMMENTS IF NEEDED:**Based on the information submitted by the Agency, we ask for the Board's approval contingent upon the issuance of an award letter or a purchase order by the Agency.

AGENDA

PUBLIC PROCUREMENT REVIEW BOARD

WEDNESDAY, SEPTEMBER 11, 2013

CHANGE ORDER FOR PPRB APPROVAL

GS# 209-048  
Campus Roofing - PH I  
Meridian Community College  
(Meridian, Mississippi)

**CHANGE ORDER #1**

Contractor: Parker Contracting Services, LLC

Original Contract Sum/Days	\$252,250.00	75 Days
Amount/Days for this Change Order	+\$288,036.00	+60 Days
Net Contract Sum/Days (Including this Change Order)	\$540,286.00	135 Days

Reason for Change Order:

Based on the professional's recommendation that the roof deck was unsafe, Meridian Community College has vacated the building and moved classes to other temporary locations off campus. The change order is the only approach that would allow the work to get completed in a timely fashion and allow the using agency to move classes back into the building prior to the start of the spring semester.

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





STATE OF MISSISSIPPI  
GOVERNOR PHIL BRYANT

DEPARTMENT OF FINANCE AND ADMINISTRATION

KEVIN J. UPCHURCH  
EXECUTIVE DIRECTOR

# NOTICE

A Special Meeting of the

## **PUBLIC PROCUREMENT REVIEW BOARD**

will be held Wednesday, September 11, 2013, 12:30 p.m. in the  
13th floor Conference Room  
Woolfolk State Office Building

Agenda: Approval of DPS sale of the aircraft, Change Order #1 on GS#209-048 Campus Roofing – PH I, and Miscellaneous

# PUBLIC PROCUREMENT REVIEW BOARD

## REGULAR MEETING

WEDNESDAY, OCTOBER 02, 2013

A regular meeting of the Public Procurement Review Board was held at 2:00 p.m. in the 13<sup>th</sup> floor Conference Room of the Woolfolk State Office Building located in Jackson, Mississippi.

### PRESENT

Mr. Kevin J. Upchurch, Chairman  
Mr. Rick Snowden, Member

### OTHERS

Ms. Monica Ritchie, Director of the Office of Purchasing and Travel, DFA  
Mr. Lance Fulcher, Director of the Office of Purchasing, Travel and Fleet Management, DFA  
Mr. Glenn Kornbrek, Director of the Bureau of Building, Grounds and Real Property Management, DFA  
Mr. Brooks Moore, Director of Real Property Management, DFA  
Ms. Aubrey Leigh Goodwin, Special Assistant Attorney General, DFA  
Ms. Melody Coulson, PPRB Recorder, DFA

### GUEST

Ms. Hope Ladner, The Clay Firm

### ABSENT

Mr. Freddie M. "Flip" Phillips, Vice Chairman

The Chairman called the meeting to order and commenced the meeting with prayer.

### MINUTES

Mr. Upchurch asked if the Minutes had been reviewed for the following meetings:

- Regular Meeting, Wednesday, September 04, 2013
- Special Meeting, Wednesday, September 11, 2013

Mr. Snowden made a motion to approve the above-mentioned Minutes. Mr. Upchurch seconded and the motion carried.

### OFFICE OF PURCHASING, TRAVEL & FLEET MANAGEMENT (OPTFM)

Ms. Ritchie presented the following:

1. A request on behalf of the Mississippi Department of Health for approval of a WIC Food Bid awarded to the low bidder, SuperValu, in the amount of \$36,915,932.85 from July 1, 2013 through June 30, 2014. This Bid was approved by PPRB on June 5, 2013 for \$36,465,932.85. MS Dept of Health requested approval to increase the amount that was originally approved by \$350,000. Mr. Snowden made the motion to approve. Mr. Upchurch seconded and the motion carried.

## **PUBLIC PROCUREMENT REVIEW BOARD**

### **Regular Meeting**

**Wednesday, October 02, 2013**

Page 2

2. A request on behalf of the Mississippi Department of Health for approval to purchase WIC special infant formula from, Abbott Laboratories, in the amount of \$2,000,000.00 from October 1, 2013 through September 30, 2014. Mr. Snowden made the motion to approve. Mr. Upchurch seconded and the motion carried.
3. A request on behalf of the Mississippi Department of Health for approval to purchase WIC special infant formula from, Mead Johnson Infant Formula, in the amount of \$2,000,000.00 from October 1, 2013 through September 30, 2014. Mr. Snowden made the motion to approve. Mr. Upchurch seconded and the motion carried.
4. A request on behalf of the University of Mississippi Medical Center to ratify a one-time purchase from the GPO Novation Contract for a Catscan Machine to Siemens Medical Solutions USA Inc., in the amount of \$1,287,000.00. Mr. Snowden made the motion to ratify. Mr. Upchurch seconded and the motion carried.
5. The Board acknowledged an emergency purchase by the Mississippi Department of Health for WIC special infant formula from Mead Johnson Infant Formula, in the amount of \$2,000,000.00 from October 1, 2013 through February 28, 2014. MDOH issued a bid for a new contract for WIC formula and one day before the bid opening, Mead Johnson Nutritionals protested the bid. In order to assure there is no interruption in service to their WIC clients, the Department of Health made an emergency purchase of formula from Abbott Laboratories from October 1, 2013 thru February 28, 2014 not to exceed \$2,000,000.

## **BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT**

### **Leases**

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

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

The Board reviewed (c) New Leases. Mr. Moore explained the leases. Mr. Snowden made the motion to approve (c) as recommended by the Division of Real Property Management, contingent upon fully executed leases. Mr. Upchurch seconded, and the motion carried.

The Board reviewed (d) Land Lease. Mr. Moore explained the lease. Mr. Snowden made the motion to approve (d) as recommended by the Division of Real Property Management, contingent upon a fully executed lease. Mr. Upchurch seconded, and the motion carried.

The Board reviewed (e) Other. Mr. Moore explained the lease. Mr. Snowden made the motion to approve (e) as recommended by the Division of Real Property Management, contingent upon a fully executed lease. Mr. Upchurch seconded, and the motion carried.

**PUBLIC PROCUREMENT REVIEW BOARD**

**Regular Meeting**

**Wednesday, October 02, 2013**

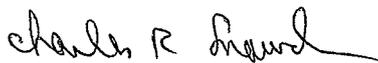
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**Construction**

Mr. Kornbrek presented the following:

1. A request for Approval of Change Order #1 on GS#501-165 Hail Damage Repairs, Welty House Visitors Center & Garage (Department of Archives and History). The contractor is Galaxy Roofing Service. The original contract sum is \$13,519.20 and 60 Days. This change order adds +\$4,504.87 and +0 Days for a total of \$18,024.87 and 60 Days. This change order will provide labor, materials and equipment to replace hail-damaged flat roof at the Welty House. Mr. Snowden made the motion to approve. Mr. Upchurch seconded, and the motion carried.
2. Ratification of the Construction, F&E, ITS and WebProcure awards. Mr. Snowden made a motion to ratify. Mr. Upchurch seconded, and the motion carried.

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



Charles R. Snowden

  
Kevin J. Upchurch

**AGENDA**

**PUBLIC PROCUREMENT REVIEW BOARD**  
**Regular Meeting**  
**2:00 p.m.**

**WEDNESDAY, OCTOBER 02, 2013**

**I. MEETING MINUTES**

- Approval of Minutes for the Regular Meeting, Wednesday, September 04, 2013
- Approval of Minutes for the Special Meeting, Wednesday, September 11, 2013

**II. OFFICE OF PURCHASING, TRAVEL AND FLEET MANAGEMENT**

Ms. Monica Ritchie, Director of the Office of Purchasing and Travel, requests the following:

- Approval of 3 contracts for the Mississippi Department of Health
- Approval of a one time purchase by University of Mississippi Medical Center

**III. BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT**

Mr. Brooks Moore, Director of Real Property Management, requests approval of the following:

- Leases with no Increase in Cost or Space (a)
- Leases with an Increase in Cost or Space (b)
- New Leases (c)
- Land Leases (d)
- Other (e)

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

- Approval of Change Order #1 on GS#501-165 Hail Damage Repairs, Welty House Visitors Center & Garage (Department of Archives and History)
- Ratification of Construction, F&E, ITS and WebProcure awards

**IV. NEXT MEETING DATE**

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Regular Meeting, Wednesday, November 06, 2013

OFFICE OF PURCHASING AND TRAVEL  
PUBLIC PROCUREMENT REVIEW BOARD  
October 2, 2013

1. REQUESTING AGENCY: MS Dept. of Health  
CONTRACTOR: SuperValu  
AMOUNT OF CONTRACT: \$36,915,932.85  
TERM OF CONTRACT: July 1, 2013 thru June 30, 2014  
SCOPE OF CONTRACT: WIC Food Bid  
PURCHASE METHOD (PROPOSALS, SINGLE SOURCE, ETC): Competitive Bid, awarded to low bidder  
COMMENTS (Low bid, high point total, unique features):  
The Dept. of Health advertised and received bids for food for the Women, Infants and Children's (WIC) Program for a 12 month period. They awarded to the lowest bidder, SuperValu. They asked for 6 and 12 month prices and awarded based on the 12 month price. *This PI was approved by PPRB on June 5, 2013 for \$36,465,932.85. MS Dept of Health is asking for approval to increase the amount that was originally approved by \$350,000.*  
COMPLIANCE WITH PROCEDURES (YES, NO): Yes  
If no, explanation:  
ADDITIONAL COMMENTS IF NEEDED: Based on the information submitted by the Agency, all requirements were met and we ask for the Board's approval contingent upon the issuance of a purchase order or an award letter by the agency.
  
2. REQUESTING AGENCY: MS Dept. of Health  
CONTRACTOR: Abbott Laboratories  
AMOUNT OF CONTRACT: \$2,000,000  
TERM OF CONTRACT: October 1, 2013 thru September 30, 2014  
SCOPE OF CONTRACT: WIC special Infant Formula  
PURCHASE METHOD (PROPOSAL, SOLE SOURCE): Single Source  
COMMENTS: MDOH is requesting approval to purchase special infant formula from Abbott Laboratories for the WIC program. The Dept. of Health issues a Request for Formula Quote from the WIC approved vendors for special milk and soy based concentrated formula. Since all babies are not born in perfect health, physicians are given the authority to prescribe specific "special" formula for babies with medical problems. These cases require a diagnosis of the condition and continued follow up to determine when it is no longer needed.  
COMPLIANCE WITH PROCEDURES (YES, NO): Yes  
If no, explanation:  
ADDITIONAL COMMENTS IF NEEDED: Based on the information submitted by the Agency, we ask for the Board's approval contingent upon the issuance of an award letter or a purchase order by the Agency.

3. REQUESTING AGENCY: MS Dept. of Health  
CONTRACTOR: Mead Johnson Infant Formula  
AMOUNT OF CONTRACT: \$2,000,000  
TERM OF CONTRACT: October 1, 2013 thru September 30, 2014  
SCOPE OF CONTRACT: WIC special Infant Formula  
PURCHASE METHOD (PROPOSAL, SOLE SOURCE): Single Source  
COMMENTS: MDOH is requesting approval to purchase special infant formula from Mead Johnson for the WIC program. The Dept. of Health issues a Request for Formula Quote from the WIC approved vendors for special milk and soy based concentrated formula. Since all babies are not born in perfect health, physicians are given the authority to prescribe specific 'special' formula for babies with medical problems. These cases require a diagnosis of the condition and continued follow up to determine when it is no longer needed.  
COMPLIANCE WITH PROCEDURES (YES, NO): Yes  
If no, explanation:  
ADDITIONAL COMMENTS IF NEEDED: Based on the information submitted by the Agency, we ask for the Board's approval contingent upon the issuance of an award letter or a purchase order by the Agency.
4. REQUESTING AGENCY: University of MS Medical Center  
CONTRACTOR: Siemens Medical Solutions USA Inc.  
AMOUNT OF CONTRACT: \$1,287,000  
TERM OF CONTRACT: one time purchase  
SCOPE OF CONTRACT: Catscan machine  
PURCHASE METHOD (PROPOSALS, SINGLE SOURCE, ETC): GPO Novation XR1102 – one time purchase  
COMMENTS: The UMMC has purchased a Catscan machine from Novation Contract XR1102.  
COMPLIANCE WITH PROCEDURES (YES, NO): Yes  
If no, explanation:  
ADDITIONAL COMMENTS IF NEEDED: Based on the information submitted by the Agency, we ask for that the Board ratify this purchase.
-

PUBLIC PROCUREMENT REVIEW BOARD

REGULAR MEETING

October 2, 2013

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**

Agency	Location	Eff. Date	Type* Space	Previous Sq. Ft.	Proposed Sq. Ft.	Previous** \$/Sq. Ft.	Proposed** \$/Sq. Ft.	%Fed Esc Fund	\$/Year	Lease #
Animal Health	2010 Oak Grove Hattiesburg	12/06/13 12/05/14	O	850	850	10.59+UJ rounded	10.59+UJ rounded	N 0	9,000	0311812014A07407
MDES	2000 Hwy 19 N Meridian	10/01/13 09/30/16	O	13,530	13,530	12.43+UJ	12.43+UJ	N 100	168,178 rounded	2603812016A01718
Health	133 N Archusa Quitman	10/01/13 09/30/16	O/WH	3,000	3,000	4.50+UJ	4.50+UJ	N 100	13,500	3901212016B00641
Health	8791 NW Dr Southaven	10/01/13 12/31/13	O/WH	6,000	6,000	8.50+UJ	8.50+UJ	N 100	51,000 12,750	3901722013B07277 (3 Months)
Health	5963 I-55 N Jackson	11/01/13 10/31/16	O	6,000	6,000	11.00+UJ	11.00+UJ	N 0	66,000	3902512016C01788
Health	690 Hwy 4 E Holly Springs	10/01/13 09/30/16	O/WH	3,500	3,500	7.25+UJ	7.25+UJ	N 100	25,375	3904712016A00997
Health	2047 Hwy 35 Forest	10/01/13 09/30/16	O/WH	4,200	4,200	5.15+UJ rounded	5.15+UJ rounded	N 100	21,600	3906212016A00642
Health	147 Main Raleigh	10/01/13 09/30/16	O/WH	2,268	2,268	3.44+UJ rounded	3.44+UJ rounded	N 100	7,800	3906512016A01699
Health	105 Hospital Ripley	10/01/13 09/30/16	O/WH	3,000	3,000	7.98+UJ	7.98+UJ	N 100	23,940	3907012016A01643
Medi-caid	Industrial Park Starkville	11/01/13 04/30/14	O	7,200	7,200	9.96 inc	9.96 inc	N 50	71,712 35,856	5155312014A01414 (6 Months)

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

Agency	Location	Eff. Date	Type* Space	Previous Sq. Ft.	Proposed Sq. Ft.	Previous** \$/Sq. Ft.	Proposed** \$/Sq. Ft.	%Fed Esc Fund	\$/Year	Lease #
Medi-caid	Industrial Park Starkville	05/01/14 04/30/19	O	7,200	8,400	9.96 inc	10.50+UJ	N 50	88,200	5155312019A01414

This request from the Mississippi Division of Medicaid is the lowest responsive of three (3) proposals received. The lowest proposal was deemed non-responsive for failure to submit the address and location for the building.

(c) NEW LEASES

Agency	Location	Eff. Date	Type* Space	Previous Sq. Ft.	Proposed Sq. Ft.	Previous** \$/Sq. Ft.	Proposed** \$/Sq. Ft.	Esc	%Fed Fund	\$/Year	Lease #
Health	38 Suzanne Lucedale	04/01/14 03/31/17	O/WH		4,000		10.00+UJ	N	100	40,000	3902012017A07421
DHS	200 Desoto Clarksdale	10/02/13 02/01/14 mo to mo	S		1,984		3.27 inc rounded	N	100	6,480	8651412014A07404

This request from the Mississippi Department of Human Services includes canceling Lease 865-141-14A. The previous lease was for 300 square feet, at a rate of \$10.80 per square foot. The additional space will be used to house materials and supplies for the Healthy Homes Mississippi program.

(d) LAND LEASES

Agency	Location	Eff. Date	Type* Space	Previous Sq. Ft.	Proposed Sq. Ft.	Previous** \$/Sq. Ft.	Proposed** \$/Sq. Ft.	Esc	%Fed Fund	\$/Year	Lease #
MDÉQ	100 Hiern Ave Pass Christian	10/01/13 09/30/14	LD	Boat Slip	Boat Slip	124/mo	124/mo	N	0	1,488	8992442014A07418

This request from the Mississippi Department of Environmental Quality includes amending the start date of the Lease from August 1, 2013 to October 1, 2013 and amending the end date of the Lease from July 31, 2014 to September 30, 2014. This request also includes adding an optional one (1) year renewal option, under the same terms and conditions. This Lease was originally approved by the PPRB on August 7, 2013.

(e) OTHER

Agency	Location	Eff. Date	Type* Space	Previous Sq. Ft.	Proposed Sq. Ft.	Previous** \$/Sq. Ft.	Proposed** \$/Sq. Ft.	Esc	%Fed Fund	\$/Year	Lease #
Health	222 Marketridge Ridgeland	12/01/13 11/30/18	O	26,350	26,350	12.50 inc	12.50 inc	N	0	329,375	3904522018A07417

This request from the Mississippi State Department of Health includes amending the start date of the Lease from October 1, 2013 to December 1, 2013 and amending the expiration date of the Lease from September 30, 2018 to November 30, 2018. This request also includes Health assuming responsibility for the payment of the electricity for the storage vault area. The Lessor will sub-meter this particular area of the leased premises. This Lease was approved by the PPRB on August 7, 2013

Rehab Services	Center Pointe Pearl	10/15/13 02/28/23	O	8,800	11,750	9.00+UJ	9.00+UJ	N	80	105,750	7256122023A01831
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This request from the Department of Rehabilitation Services includes adding 2,950 square feet to the existing Lease. All other terms and conditions, including the cost per square foot, will remain the same. This Lease originally began on April 1, 2008.

MDHS	750 N State Jackson	01/01/14 12/31/27	O	167,000	175,333	10.99+UJ	11.10+UJ 11.83+UJ 12.68+UJ	R	0	1,945,050 2,074,190 2,223,223	8652512017A01803 (2018 - 2023) (2024 - 2027)
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This request from the Mississippi Department of Human Services includes the following:

- Extending the expiration date of the Lease from December 31, 2017 to December 31, 2027
- Adding 8,333 square feet to the existing Lease, as requested by the Lessee. The additional square footage is comprised of 2,720 square feet for a new training area, and 5,613 square feet for a new fitness area for employees. The estimated savings of the training area, based on the calculations by the Lessee, are between \$500,000 and \$1 million due to reductions in the need for food, lodging, and services for employees.
- Scheduled increases in the rental amount, based on the schedule above, for expected increases in operating expenses.
- Amending Section 10 of the current Lease so that, in the event that space becomes available in a State-owned building, necessitating a reduction in the square footage leased or cancellation of the Lease, the Lessee shall provide a minimum of One-Hundred Eighty (180) days-notice to the Lessor. This termination option shall not be utilized prior to January 1, 2022.
- Adding a clause whereby the Lessor shall deposit an initial \$40,000, and an additional \$40,000.00 per year, into an escrow account, which may be used for any repairs or maintenance to the facility as needed. This does not invalid Section 14 of the State's Standard Lease Agreement, providing for termination for cause in the event the building becomes untenable or uninhabitable.

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, OCTOBER 02, 2013

CHANGE ORDER FOR PPRB APPROVAL

GS# 501-165

Hail Damage Repairs

Mississippi Department of Archives and History

(Jackson, Mississippi)

CHANGE ORDER #1

Contractor: Galaxy Roofing Service

Original Contract Sum/Days	\$13,519.20	60 Days
Amount/Days for this Change Order	+\$ 4,504.87	+0 Days
Net Contract Sum/Days (Including this Change Order)	\$18,024.07	60 Days

Reason for Change Order:

Provide labor, materials and equipment to replace hail-damaged flat roof at the Welty House. Contractor will mechanically attach 1/2" wood fiber to existing deck, install fully adhered 60 mil EPDM rubber roof and install new copper drip edge metal around perimeter of the roof. Details to comply with manufacturer's specifications. Clean-up and dispose of all debris.

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

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## AGENDA

### PUBLIC PROCUREMENT REVIEW BOARD

WEDNESDAY, OCTOBER 02, 2013

#### **Ratification 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 requests ratification of 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 September 1, 2013 through September 30, 2013.

#### **Construction Awards under \$5,000,000.00**

1. **GS# 106-218** New President's Home – Mississippi Valley State University (GC001) — Award to David Smith Construction, Inc., Inverness, Mississippi, in the amount of \$1,037,000.00 (Lowest Responsive of 5 bids received) (Low bidder found nonresponsive due to bid security)
2. **GS# 201-055** New Administration Building – Coahoma Community College (OC003) – Award to American Glass Company, Columbus, Mississippi, in the amount of \$2,500.00 (1 quote received per code 31-7-13 for under \$5,000.00)
3. **GS# 343-111** Hail Damage Repairs (EMER) – Fair Commission (Department of Agriculture and Commerce) (GC001) – Award to Mandal's, Inc., Gulfport, Mississippi, in the amount of \$274,863.00 (Lowest of 2 quotes received)
4. **GS# 358-043** Generator Replacement – New Capitol Building (Office of Capitol Facilities) (Department of Finance and Administration) (GC001) — Award to Webster Electric Co., Inc., Meridian, Mississippi, in the amount of \$90,981.00 (Lowest of 5 bids received)
5. **GS# 501-165** Hail Damage Repairs - Department of Archives and History (OC003) – Award to Terry Hoy d/b/a Galaxy Roofing Service, Flowood, Mississippi, in the amount of \$12,407.74 (Lowest of 2 quotes received)

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#### **Furniture & Equipment Awards under \$2,000,000.00**

1. **GS# 103-278** School of Engineering – PH II – Jackson State University (FE001) — Award to Saunder Manufacturing Co., Archbold, Ohio, in the amount of \$36,955.80 (State Contract #5-420-21374-1)
2. **GS# 106-211** F&E – J H White Library – Mississippi Valley State University (FE017) — Award to Alpha Data Corporation, Fort Walton Beach, Florida, in the amount of \$4,028.00 (Lowest of 2 quotes received)

**Furniture & Equipment Awards under \$2,000,000.00 (continued)**

3. **GS# 106-211** F&E – J H White Library – Mississippi Valley State University (FE018) — Award to Shivers Construction Company, LLC, Jackson, Mississippi, in the amount of \$12,180.00 (Lowest of 2 quotes received)

**ITS Awards**

1. **GS# 101-269** Dumas Hall Renovations – Alcorn State University (SC001) — Award to Carousel Industries, Boston, Massachusetts, in the amount of \$9,360.00 (CP-1 20140098)
2. **GS# 101-269** Dumas Hall Renovations – Alcorn State University (SC002) — Award to Pinnacle Network LLC, Eclectic, Alabama, in the amount of \$24,684.72 (CP-1 20140101)
3. **GS# 101-278** Lanier Hall Renovations – Alcorn State University (SC001) — Award to James Self, Inc., Pearl, Mississippi, in the amount of \$17,258.50 (CP-1 20140065)
4. **GS# 102-237** Caylor White Walters – PH III – Delta State University (SC001) — Award to Business Communications, Inc., Dallas, Texas, in the amount of \$27,375.00 (CP-1 20140061)
5. **GS# 102-237** Caylor White Walters – PH III – Delta State University (SC002) — Award to Venture Technologies, Birmingham, Alabama, in the amount of \$47,698.80 (CP-1 20140059)
6. **GS# 105-343** Lee Hall Renovation – Mississippi State University (SC001) — Award to Lane-Tedder & Associates, Inc., Bandon, Mississippi, in the amount of \$84,915.00 (CP-1 20140069)
7. **GS# 106-201** Library Enhancements – Mississippi Valley State University (SC004) — Award to James Self, Inc., Pearl, Mississippi, in the amount of \$1,355.00 (CP-1 20140095)
8. **GS# 108-235** College Hall Renovation – University of Southern Mississippi (SC006) – Award to Maze LLC, Brandon, Mississippi, in the amount of \$1,457.64 (CP-1 20140058)
9. **GS# 108-235** College Hall Renovation – University of Southern Mississippi (SC007) – Award to Maze LLC, Brandon, Mississippi, in the amount of \$6,259.46 (CP-1 20140110)
10. **GS# 201-058** New Female Dormitory – Coahoma Community College (SC001) – Award to James Self, Inc., Pearl, Mississippi, in the amount of \$34,796.46 (CP-1 20140096)
11. **GS# 322-032** Youthful Offender Unit (EMER) – Central Mississippi Correctional Facility (SC003) — Award to James Self, Inc., Pearl, Mississippi, in the amount of \$296.13 (CP-1 20140081)
12. **GS# 502-032** Interior Renovations – Mississippi Industries for the Blind (SC013) – Award to Synergetics Dcs, Inc., Tupelo, Mississippi, in the amount of \$5,735.00 (CP-1 20140080)
13. **GS# 502-032** Interior Renovations – Mississippi Industries for the Blind (SC014) – Award to Business Communications, Inc., Dallas, Texas, in the amount of \$22,714.80 (CP-1 20140082)

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14. **GS# 502-032** Interior Renovations – Mississippi Industries for the Blind (SC015) – Award to Carousel Industries, Boston, Massachusetts, in the amount of \$56,550.73 (CP-1 20140083)

**WebProcure Contracts**

**Mississippi Department of Wildlife, Fisheries and Parks Contract**

Title – DWFP Roofing  
Contract Number – 46414002  
Contractor – Nathan E. Daniels Roofing Co., Inc.  
Contract Amount - \$396,475.00  
Scope – Reroof DWFP Administration Building  
Lowest of 5 Bids Received

**Mississippi Military Department Contract**

Title – 13CAG15-F, InstallMassNotifSys, CMTTC  
Contract Number – 70514019  
Contractor – ReflecTech, Inc.  
Contract Amount - \$149,500.00  
Scope – Install Mass Notification System, Camp McCain Training Center, Grenada, MS  
Lowest of 3 Bids Received

**Mississippi Military Department Contract**

Title – 13CAG13-F, DemooldWWTPCS  
Contract Number – 70514010  
Contractor – Holiday Construction, LLC  
Contract Amount - \$91,147.00  
Scope – Demo Old Wastewater Treatment Plant, Camp, Shelby Joint Forces Training Center  
Lowest of 5 Bids Received

**Mississippi Military Department Contract**

Title – 13CAG16-F, Repairstobldgs206cmtc  
Contract Number – 70514029  
Contractor – Hunt Management & Construction, Inc.  
Contract Amount - \$188,850.00  
Scope – Repairs to building S206, Camp McCain Training Center, Grenada, MS  
Lowest of 7 Bids Received

**Mississippi Military Department Contract**

Title – 13CAG14-F, ReplBridgeDrainRepJax  
Contract Number – 70514031  
Contractor – Utility Construction, Inc.  
Contract Amount - \$689,000.00  
Scope – Bridge Replacement and Drainage Repairs at Hawkins Field AASF, Jackson, MS  
Lowest of 5 Bids Received

**Mississippi Military Department Contract**

Title – 13-CAG-17-F, DemoOldFMSWestpoint  
Contract Number – 70514030  
Contractor – Century Construction & Realty, Inc.  
Contract Amount - \$23,550.00  
Scope – Demo Old Field Maintenance Shop No.8 Westpoint, MS  
Lowest of 4 Bids Received

**WebProcure Contracts (continued)**

**Mississippi Military Department Contract**

Title – 13-CAG-10-FM / Rbldg711713766CS

Contract Number – 70514032

Contractor – Sullivan Enterprises, Inc.

Contract Amount - \$264,000.00

Scope – Repair Foundation Drainage System, National Guard Readiness Center, Forest, MS

Lowest of 4 Bids Received

**Mississippi Military Department Contract**

Title – 13-CAG-19-FASPSHed,CSJFTC

Contract Number – 70514033

Contractor – Casablanca Construction, INC

Contract Amount - \$69,800.00

Scope – Construct Ammunition Supply Point (ASP) Shed, CSJFTC Camp Shelby, MS

Lowest of 3 Bids Received

**Mississippi Military Department Contract**

Title – 13CAG15-F,InstallMassNotifSys,CMTC

Contract Number – 70514036

Contractor – Tidwell Electric, LLC

Contract Amount - \$411,400.00

Scope – Install Mass Notification System, Camp McCain Training Center, Grenada, MS

Lowest of 3 Bids Received

**Mississippi Military Department Contract**

Title – 13CAG20-F,AddAltRangeContrFacCM

Contract Number – 70514034

Contractor – Tri-Star Mechanical Contractors, Inc.

Contract Amount - \$604,000.00

Scope – Additions/Alterations to Range Control Facility, CMTC, Grenada, MS

Lowest of 3 Bids Received

**Mississippi Military Department Contract**

Title – 13CAG21-FReplaceContrTowersCM

Contract Number – 70514035

Contractor – Panola Construction Co., Inc.

Contract Amount - \$724,000.00

Scope – Replace Control Towers, Camp McCain Training Center, Grenada, MS

Lowest of 3 Bids Received

**Mississippi Military Department Contract**

Title – 13-CAG-37-FConstMaintBldgMP11C,

Contract Number – 70514052

Contractor – Dan Hensarling Inc.

Contract Amount - \$722,000.00

Scope – Construct Maintenance Building in Motor Pool #11, Camp Shelby Joint Forces Training Center, Camp Shelby, MS

Lowest of 8 Bids Received

**WebProcure Contracts (continued)**

**Mississippi Military Department Contract**

Title – 13-CAG-34-FRoofReplPXFlowood  
Contract Number – 70514051  
Contractor – P & R Construction Company Inc.  
Contract Amount - \$98,600.00  
Scope –Roof Replacement at Post Exchange (PX), Flowood, MS  
Lowest of 5 Bids Received

**Mississippi Military Department Contract**

Title – 13-CAG-26-FM&RroofsitedrainNWStJax  
Contract Number – 70514050  
Contractor – Cal-Mar Construction Company, LLC  
Contract Amount - \$950,200.00  
Scope – Maintenance and Repairs to Roof and Site Drainage, Northwest Street Readiness Center Jackson, MS  
Lowest of 2 Bids Received

**Mississippi Military Department Contract**

Title – 13-CAG-36-FNewMaintBldgMP7CS  
Contract Number – 70514049  
Contractor – Casablanca Construction, INC  
Contract Amount - \$684,000.00  
Scope – Construct Maintenance Building in Motor Pool #7, Camp Shelby Joint Forces Training Center, Camp Shelby, MS  
Lowest of 8 Bids Received

**Mississippi Military Department Contract**

Title – 13-CAG-31-FEnergyConservCS  
Contract Number – 70514047  
Contractor – Hanco Corporation  
Contract Amount - \$2,190,000.00  
Scope – Energy Conservation 300-500 Block Camp Shelby Joint Forces Training Center, Camp Shelby, MS  
Lowest of 7 Bids Received

**Mississippi Military Department Contract**

Title – 13-CAG-32-FParkingAVCRAD  
Contract Number – 70514046  
Contractor – Bush Construction, Company, Inc.  
Contract Amount - \$676,649.00  
Scope – Additional Non-Organizational Parking at Aviation Classification Repair Activity Depot (AVCRAD), Gulfport, MS  
1 Bid Received

**Mississippi Military Department Contract**

Title – 13-CAG-30-FRestore13thStCS  
Contract Number – 70514045  
Contractor –B.W. Sullivan Building Contractor, Inc.  
Contract Amount - \$162,000.00  
Scope – Resotre 13<sup>th</sup> Street Tennis and Basketball Courts, Camp Shelby Joint Forces Training Center, Camp Shelby, MS  
Lowest of 2 Bids Received

**WebProcure Contracts (continued)**

**Mississippi Military Department Contract**

Title – 13-CAG-27RepFireSuppSysPFOFlowood  
Contract Number – 70514044  
Contractor – Cal-Mar Construction Company, LLC  
Contract Amount - \$157,430.00  
Scope – Replace Fire Suppression System at USPFO Data Room, Flowood, MS  
Lowest of 2 Bids Received

**Mississippi Military Department Contract**

Title – 13-CAG-29-FConstParking2100CS  
Contract Number – 70514043  
Contractor – Warren Paving, Inc.  
Contract Amount - \$578,147.00  
Scope – Construct Parking Area in the 2100 Block Camp Shelby Joint Forces Training Center, Camp Shelby, MS  
Lowest of 5 Bids Received

**Mississippi Military Department Contract**

Title – 13-CAG-28-FConstStorShedUSPFOCS  
Contract Number – 70514042  
Contractor – Casablanca Construction, INC  
Contract Amount - \$508,600.00  
Scope – Construct Exterior Storage Shed at the United States Property and Fiscal Office (USFPO), Camp Shelby Joint Forces Training Center, Camp Shelby, MS  
Lowest of 6 Bids Received

**Mississippi Military Department Contract**

Title – 13-CAG-25-FRoofRepAONRollingFork  
Contract Number – 70514042  
Contractor – Tri-Star Mechanical Contractors, Inc.  
Contract Amount - \$328,400.00  
Scope – Roof Repairs, Act of Nature (AON) Isaac, Rolling Fork National Guard Readiness Center  
Lowest of 4 Bids Received

**Mississippi Military Department Contract**

Title – 13-CAG-24-FRepFreezerFloorCM  
Contract Number – 70514040  
Contractor – Tri-Star Mechanical Contractors, Inc.  
Contract Amount - \$572,000.00  
Scope – Repairs to Freezer Floor OS112, Camp McCain Training Center, Grenada, MS  
Lowest of 2 Bids Received

**Mississippi Military Department Contract**

Title – 13-CAG-23-FConstCommCenterCMTC  
Contract Number – 70514039  
Contractor – Tri-Star Mechanical Contractors, Inc.  
Contract Amount - \$723,000.00  
Scope – Construct Communication Center, Camp McCain Training Center, Grenada, MS  
1 Bid Received

WebProcure Contracts (continued)

Mississippi Military Department Contract

Title – 13-CAG-22-FRepSanSewerDB2CS

Contract Number – 70514038

Contractor –Kappa Development & General Contracting, Inc.

Contract Amount - \$2,009,871.00

Scope – Repairs to Sanitary Sewer System( DB2), Camp Shelby Joint Forces Training Center, Camp Shelby, MS

1 Bid Received

1. REQUESTING AGENCY: MS Dept. of Health

CONTRACTOR: Abbott Formula

AMOUNT OF CONTRACT: \$2,000,000

TERM OF CONTRACT: October 1, 2013 thru February 28, 2014

SCOPE OF CONTRACT: WIC Infant Formula

PURCHASE METHOD (PROPOSAL, SOLE SOURCE): Emergency

COMMENTS: MDOH issued a bid for a new contract for WIC formula and one day before the bid opening, Mead Johnson Nutritionals protested the bid. In order to assure there is no interruption in service to their WIC clients, they have issued an emergency request to purchase formula from Abbott Laboratories from October 1, 2013 thru February 28, 2014 not to exceed \$2,000,000.

COMPLIANCE WITH PROCEDURES (YES, NO): Yes

If no, explanation:

ADDITIONAL COMMENTS IF NEEDED: Based on the information submitted by the Agency, we ask that the Board ratify this emergency purchase.





STATE OF MISSISSIPPI  
GOVERNOR PHIL BRYANT

DEPARTMENT OF FINANCE AND ADMINISTRATION

KEVIN J. UPCHURCH  
EXECUTIVE DIRECTOR

# NOTICE

A Regular Meeting of the

## **PUBLIC PROCUREMENT REVIEW BOARD**

will be held Wednesday, October 02, 2013, 2:00 p.m. in the  
13<sup>th</sup> floor Conference Room of the  
Woolfolk State Office Building

**PUBLIC PROCUREMENT REVIEW BOARD**

**SPECIAL MEETING**

**WEDNESDAY, OCTOBER 9, 2013**

A special meeting of the Public Procurement Review Board was held at 3:30 p.m. in the 13<sup>th</sup> floor Conference Room of the Woolfolk State Office Building located in Jackson, Mississippi.

**PRESENT**

Mr. Kevin J. Upchurch, Chairman  
Mr. Charles R. Snowden, Member

**OTHERS**

Mr. Glenn Kornbrek, Director of the Bureau of Building, Grounds and Real Property Management, DFA  
Ms. Aubrey Leigh Goodwin, Special Assistant Attorney General, DFA  
Ms. Melody Coulson, PPRB Recorder, DFA

**ABSENT**

Mr. Freddie M. "Flip" Phillips, Vice Chairman

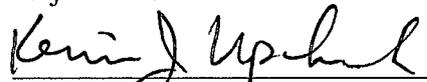
The Chairman called the meeting to order and commenced the meeting with prayer.

**BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT**

Mr. Kornbrek presented the following:

1. A request for approval of a Bid on GS#382-003 Civil Rights & History Museums, The Mississippi Museums, on behalf of the Department of Finance and Administration. The Contract will be awarded to Thrash Commercial Contractors, Inc., Brandon, Mississippi, in the amount of \$33,395,000.00 (Lowest of 6 bids received). Mr. Snowden made the motion to approve. Mr. Upchurch seconded, and the motion carried.
2. A request for approval of Change Order #1 on GS#332-042 Hail Damage Repairs (EMER), Law Enforcement Officers Training Academy (Department of Public Safety). The original contract sum is \$111,853.00 and 25 Days. This change order adds +\$165,205.00 and +80 Days for a total of \$277,058.00 and 105 Days. The reason for this change order is latent conditions. Mr. Snowden made the motion to approve. Mr. Upchurch seconded, and the motion carried.

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

  
Kevin J. Upchurch

  
Mr. Charles R. Snowden

**AGENDA**

**PUBLIC PROCUREMENT REVIEW BOARD**

**Special Meeting**

**3:30 p.m.**

**WEDNESDAY, OCTOBER 09, 2013**

**I. BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT**

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

- Approval of a Bid on GS#382-003 Civil Rights & History Museums, The Mississippi Museums
- Approval of a Change Order on GS#332-042 Hail Damage Repairs (EMER), Law Enforcement Officers Training Academy (Department of Public Safety)

**II. NEXT MEETING DATE**

Regular Meeting, Wednesday, November 06, 2013

AGENDA

PUBLIC PROCUREMENT REVIEW BOARD

WEDNESDAY, OCTOBER 09, 2013

BID AWARD FOR PPRB APPROVAL

GS# 382-003

Civil Rights & History Museums

The Mississippi Museums (Office of Capitol Facilities)

(Department of Finance and Administration)

(Jackson, Mississippi)

The Bureau of Building, Grounds and Real Property Management requests approval of the following:  
Contractor: Award to Thrash Commercial Contractors, Inc., Brandon, Mississippi, in the amount of \$33,395,000.00 (Lowest of 6 bids received)

Scope:

Construction of the shell portion of the Mississippi History and Civil Rights Museum as described in the contract.

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**AGENDA**

**PUBLIC PROCUREMENT REVIEW BOARD**

**WEDNESDAY, OCTOBER 09, 2013**

**CHANGE ORDER FOR PPRB APPROVAL**

**GS# 332-042**

**Hail Damage Repairs (EMER)**

**Law Enforcement Officers Training Academy**

**(Department of Public Safety)**

**(Pearl, Mississippi)**

**CHANGE ORDER #1**

Contractor: Mandal's, Inc.

Original Contract Sum/Days	\$111,853.00	25 Days
Amount/Days for this Change Order	+\$165,205.00	+80 Days
Net Contract Sum/Days (Including this Change Order)	\$277,058.00	105 Days

Reason for Change Order:

Latent Condition. Remove and replace rusted metal decking for entire roof deck area.

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



PUBLIC PROCUREMENT REVIEW BOARD

Special Meeting

Wednesday  
3:30 p.m.

October 09, 2013

ATTENDANCE SHEET

NAME AND TITLE

AGENCY/COMPANY

(Please Print)

Rick SNOWDEN

DFA

Glenn R. Korubrek

DFA/BOB

Shelley Lee Lovdwin

AG/DFA

Kevin Upchurch

Melody Coulson



STATE OF MISSISSIPPI  
GOVERNOR PHIL BRYANT

DEPARTMENT OF FINANCE AND ADMINISTRATION

KEVIN J. UPCHURCH  
EXECUTIVE DIRECTOR

# NOTICE

A Special Meeting of the

## **PUBLIC PROCUREMENT REVIEW BOARD**

will be held Wednesday, October 09, 2013, 3:30 p.m. in the  
13th floor Conference Room  
Woolfolk State Office Building

Agenda: Approval of Bid on GS#382-003 Civil Rights & History Museums, Approval of a Change Order on GS#332-042 Hail Damage Repairs (EMER) and Miscellaneous

**PUBLIC PROCUREMENT REVIEW BOARD**

**SPECIAL MEETING**

**THURSDAY, OCTOBER 24, 2013**

A special meeting of the Public Procurement Review Board was held at 3:00 p.m. in the 13<sup>th</sup> floor Conference Room of the Woolfolk State Office Building located in Jackson, Mississippi.

**PRESENT**

Mr. Kevin J. Upchurch, Chairman  
Mr. Charles R. Snowden, Member

**OTHERS**

Mr. Brooks Moore, Director of Real Property Management, DFA  
Ms. Aubrey Leigh Goodwin, Special Assistant Attorney General, DFA  
Ms. Melody Coulson, PPRB Recorder, DFA

**ABSENT**

Mr. Freddie M. "Flip" Phillips, Vice Chairman

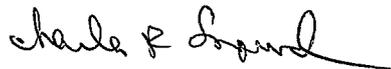
The Chairman called the meeting to order and commenced the meeting with prayer.

**BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT**

The Board reviewed (a) New Leases. Mr. Moore explained the leases. Mr. Snowden made the motion to approve (a) as recommended by the Division of Real Property Management, contingent upon fully executed leases. Mr. Upchurch seconded, and the motion carried.

The Board reviewed (b) Other. Mr. Moore explained the lease. Mr. Snowden made the motion to approve (b) as recommended by the Division of Real Property Management, contingent upon a fully executed lease. Mr. Upchurch seconded, and the motion carried.

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



Mr. Charles R. Snowden

  
Kevin J. Upchurch





STATE OF MISSISSIPPI  
GOVERNOR PHIL BRYANT

DEPARTMENT OF FINANCE AND ADMINISTRATION

KEVIN J. UPCHURCH  
EXECUTIVE DIRECTOR

# NOTICE

A Special Meeting of the

## **PUBLIC PROCUREMENT REVIEW BOARD**

will be held Thursday, October 24, 2013, 3:00 p.m. in the  
13th floor Conference Room  
Woolfolk State Office Building

Agenda: Approval of RPM Leases and Miscellaneous

**AGENDA**

**PUBLIC PROCUREMENT REVIEW BOARD**

**Special Meeting**

**3:00 p.m.**

**THURSDAY, OCTOBER 24, 2013**

**I. BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT**

Mr. Brooks Moore, Director of Real Property Management, requests the following:

- Approval of Leases

**II. NEXT MEETING DATE**

Regular Meeting, Wednesday, November 06, 2013

PUBLIC PROCUREMENT REVIEW BOARD

SPECIAL MEETING

October 24, 2013

LEASES

850-000

The Division of Real Property Management requests concurrence and approval of the following:

**(a) NEW LEASES**

<u>Agency</u>	<u>Location</u>	<u>Eff. Date</u>	<u>Type*</u>	<u>Previous Sq. Ft.</u>	<u>Proposed Sq. Ft.</u>	<u>Previous** \$/Sq. Ft.</u>	<u>Proposed** \$/Sq. Ft.</u>	<u>%Fed Esc Fund</u>	<u>\$/Year</u>	<u>Lease #</u>
MID	42 Northtown Jackson	08/01/13 09/30/13	S		200		11.37 inc	N 0	2,274 375	4402512013D01493 (2 Months)
This request from the Mississippi Insurance Department is a New Lease based upon the requested start date above and is for two (2) months in which MID had items remaining in the unit. MID had two (2) separate units leased at this location and was attempting to combine all items into a single unit, but was unable to do so by the original expiration. All items in this unit have since been removed, and MID plans to begin leasing a larger unit to house all items in January, 2014.										
Rehab Services	124 Summer Lucedale	11/01/13 10/31/16	O		1,748		7.56+UJ rounded	N 80	13,200	7252012016A07279
MDHS	203 Hwy 90 Waveland	10/25/13 09/24/14	S		200		5.10 inc	N 0	1,020 935	8652322014A07422 (11 Months)
mo to mo										

This request from the Department of Human Services includes Addenda to the State's Standard Lease Agreement. This request is contingent upon approval of all Addenda by Real Property Management and DFA Legal Division.

**(b) OTHER**

<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 Fund</u>	<u>\$/Year</u>	<u>Lease #</u>
Medi-caid	Industrial Park Starkville	05/01/14 04/30/24	O	7,200	8,400	9.96 inc	10.50+UJ	N 50	88,200	5155312019A01414

This request from the Mississippi Division of Medicaid was approved by the PPRB on October 2, 2013. The original request was inadvertently presented as a five (5) year lease term, but should have been presented as a ten (10) year lease term, pursuant to the proposal submitted by the Lessor. This request includes amending the Lease from a five (5) year lease to a ten (10) year lease.

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

# PUBLIC PROCUREMENT REVIEW BOARD

## REGULAR MEETING

WEDNESDAY, NOVEMBER 06, 2013

A regular meeting of the Public Procurement Review Board was held at 2:00 p.m. in the 13<sup>th</sup> floor Conference Room of the Woolfolk State Office Building located in Jackson, Mississippi.

### PRESENT

Mr. Kevin J. Upchurch, Chairman  
Mr. Rick Snowden, Member

### OTHERS

Ms. Monica Ritchie, Director of the Office of Purchasing and Travel, DFA  
Mr. Lance Fulcher, Director of the Office of Purchasing, Travel and Fleet Management, DFA  
Mr. Glenn Kornbrek, Director of the Bureau of Building, Grounds and Real Property Management, DFA  
Mr. Brooks Moore, Director of Real Property Management, DFA  
Ms. Aubrey Leigh Goodwin, Special Assistant Attorney General, DFA  
Ms. Melody Coulson, PPRB Recorder, DFA

### ABSENT

Mr. Freddie M. "Flip" Phillips, Vice Chairman

The Chairman called the meeting to order and commenced the meeting with prayer.

### MINUTES

Mr. Upchurch asked if the Minutes had been reviewed for the following meetings:

- Regular Meeting, Wednesday, October 02, 2013
- Special Meeting, Wednesday, October 09, 2013
- Special Meeting, Thursday, October 24, 2013

Mr. Snowden made a motion to approve the above-mentioned Minutes. Mr. Upchurch seconded and the motion carried.

### OFFICE OF PURCHASING, TRAVEL & FLEET MANAGEMENT (OPTFM)

Ms. Ritchie presented the following:

1. A request on behalf of the University of Mississippi Medical Center (UMMC) for approval of a Sole Source Contract for Rental of Nx Stage System One and purchase of supplies and products awarded to NxStage System One, in the amount of \$1,650,196.80 from October 28, 2013 through December 31, 2015. NxStage is the first and only true portable dialysis machine that has been cleared for home use by the U.S. Food and Drug Administration. No other company will provide home hemodialysis machines on a rental basis. Purchasing the equipment and placing it in patients' homes would require UMMC to

## **PUBLIC PROCUREMENT REVIEW BOARD**

### **Regular Meeting**

**Wednesday, November 06, 2013**

Page 2

obtain a Durable Medical Equipment (DME) provider license. This is not in their best interest due to the financial obligations and regulatory standards that they would be required to meet. Mr. Snowden made the motion to approve. Mr. Upchurch seconded and the motion carried.

2. A request on behalf of the University of Mississippi Medical Center for approval of a Sole Source Contract for the purchase of supplies and disposals related to the Midas Rex Drills, StealthStation Navigation systems, and fusion navigation. Also includes drapes, shunt kits, blades, burs, etc. that are used exclusively with Medtronic equipment awarded to Medtronics Inc, in the amount of \$1,451,283.00 from October 28, 2013 through December 31, 2018. Pricing will be firm through December 31, 2014. Beginning in January 1, 2015 Medtronic agrees to limit any price increase to just a 4% aggregate increase. Medtronics is the only manufacturer and distributor to offer disposable products that are compatible with these systems. Mr. Snowden made the motion to approve. Mr. Upchurch seconded and the motion carried.
3. A request on behalf of the University of Mississippi Medical Center for approval of a Sole Source Contract for the purchase of automated pharmacy dispensing cabinets, software, supplies and other hardware as well as the maintenance of existing and new, awarded to Amerisource Bergen Technology Group, in the amount of \$2,733,543.67 from October 28, 2013 through December 31, 2018. Mr. Snowden made the motion to approve. Mr. Upchurch seconded and the motion carried.
4. A request on behalf of the University of Mississippi Medical Center for approval of a Competitive Bid – Multi-Award to purchase tissue heart valves, rings, bands, and other cardiac surgery accessories. Vendor was selected as a result of a multi-award IFB awarded to Edwards Tissue Heart Valves, in the amount of \$2,289,748.00 from October 25, 2013 through December 31, 2018. Mr. Snowden made the motion to approve. Mr. Upchurch seconded and the motion carried.
5. A request on behalf of the University of Mississippi Medical Center for approval of a Competitive Bid – Multi-Award to purchase tissue heart valves, rings, bands, and other cardiac surgery accessories. Vendor was selected as a result of a multi-award IFB awarded to St. Jude Medical S.C., Inc., in the amount of \$2,289,748.00 from October 25, 2013 through December 31, 2018. Mr. Snowden made the motion to approve. Mr. Upchurch seconded and the motion carried.
6. A request on behalf of the University of Mississippi Medical Center for approval of a Bid Award to purchase mechanical heart valves, rings, bands, and other cardiac surgery accessories. Vendor was selected as a result of a multi-award IFB awarded to, St. Jude Medical S.C., Inc., in the amount of \$2,289,748.00 from October 25, 2013 through December 31, 2018. Mr. Snowden made the motion to approve. Mr. Upchurch seconded and the motion carried.
7. A request on behalf of the Mississippi Department of Corrections for approval of a one-time purchase from the state contract of twenty-one (21) replacement vehicles from Butch Oustalet Inc, in the amount of \$501,732.00. MDOC is requesting to purchase 21 E-350 vans for inmate transportation to worksites, medical visits, and treatment programs. These vans are replacement vehicles. Mr. Snowden made the motion to approve. Mr. Upchurch seconded and the motion carried.
8. A request on behalf of the Mississippi Department of Corrections (MDOC) for approval of a one-time purchase from the state contract of thirty-five (35) replacement vehicles and fifteen (15) additional vehicles from Estabrook Motor Company Inc, in the amount of \$677,750.00. The 15 additional vehicles are needed due to an increase in field officers that are needed to supervise the number of offenders on

## **PUBLIC PROCUREMENT REVIEW BOARD**

### **Regular Meeting**

**Wednesday, November 06, 2013**

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house arrest. Over the last three years, the number of offenders supervised by MDOC has increased by over 4,000. Mr. Snowden made the motion to approve, contingent upon this purchase otherwise complying with the mandatory 2% fleet reduction. Mr. Upchurch seconded and the motion carried.

### **DEPARTMENT OF FINANCE AND ADMINISTRATION**

Mr. Snowden presented a request behalf of MDA for approval. MDA requested approval of Amendment#2 to the five (5) contracts awarded to W.G. Yates & Sons Construction Company, T.L. Wallace Inc., Roy Anderson Corp., GM&R Construction and Madison Services, Inc. for services required by Neighborhood Home Program (NHP) including home repair and reconstruction services. Mr. Upchurch made the motion to approve. Mr. Snowden seconded, and the motion carried.

### **BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT**

#### **Leases**

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

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

The Board reviewed (c) New Leases. Mr. Moore explained the leases. Mr. Snowden made the motion to approve (c) as recommended by the Division of Real Property Management, contingent upon documentation being provided that demonstrates the landlord has been prior contacted by the Mississippi Division of Medicaid concerning problems with the current property, and fully executed leases. Mr. Upchurch seconded, and the motion carried.

The Board reviewed (d) Land Lease. Mr. Moore explained the lease. Mr. Snowden made the motion to approve (d) as recommended by the Division of Real Property Management, contingent upon a fully executed lease. Mr. Upchurch seconded, and the motion carried.

The Board reviewed (e) Other. Mr. Moore explained the lease. Mr. Snowden made the motion to approve (e) as recommended by the Division of Real Property Management, contingent upon a fully executed lease. Mr. Upchurch seconded, and the motion carried.

#### **Construction**

Mr. Kornbrek presented the following:

1. Approval and/or concurrence with proposed changes to the Bureau of Building Construction Manual which will be submitted to the Secretary of State pursuant to the Administrative Procedures Act. Mr. Snowden made the motion to approve. Mr. Upchurch seconded and the motion carried.
2. A request for approval of a Bid Award on GS# 105-345 Classroom Bldg. with Parking Mississippi State University (Starkville, Mississippi), to Evan Johnson & Sons Construction Company, Inc., Brandon, Mississippi, in the amount of \$28,913,000.00 (Lowest Responsive of 6 bids received) (The low bidder,

**PUBLIC PROCUREMENT REVIEW BOARD**

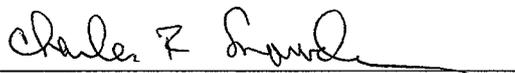
**Regular Meeting**

**Wednesday, November 06, 2013**

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- Flintco, was deemed non-responsive because they did not have a properly executed bid bond.) The project is to construct a 163,267 square foot, five story building which consists of a two story parking garage and a three story classroom building on the campus of Mississippi State University, located in Starkville, MS. Mr. Snowden made the motion to approve. Mr. Upchurch seconded and the motion carried.
3. A request for approval of a Professional Appointment on GS# 105-351 YMCA Renovation Mississippi State University (Starkville, Mississippi), to Belinda Stewart Architects, PA. Mr. Snowden made the motion to approve. Mr. Upchurch seconded and the motion carried.
  4. A request for approval of a Sole Sourcing of the SBS Modified Bitumen Roof on GS# 212-061 Stringer Hall Renovations Northeast Mississippi Community College (Booneville, Mississippi). A complete reroofing of this facility was completed in August 2009 and it currently has a 20 year NDL system warranty. It is in the best interest of the project and the facility to preserve the existing roof warranty. Mr. Snowden made the motion to approve. Mr. Upchurch seconded and the motion carried.
  5. A request for approval of a Sole Sourcing of Digital Imaging System for \$175,800.00 on GS# 331-151 Central MS Crime Lab Mississippi Department of Public Safety (Rankin County, Mississippi). The imaging equipment that will be purchased for the Crime Lab in Rankin County needs to be able to communicate with and send digital images to the existing Avreo Pacs System at the Dist 8 Crime Lab in Harrison County. Mr. Snowden made the motion to approve. Mr. Upchurch seconded and the motion carried.
  6. Ratification of the Construction, F&E, ITS and WebProcure awards. Mr. Snowden made a motion to ratify. Mr. Upchurch seconded, and the motion carried.

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



Charles R. Snowden

  
Kevin J. Upchurch

## AGENDA

### PUBLIC PROCUREMENT REVIEW BOARD

Regular Meeting

2:00 p.m.

WEDNESDAY, NOVEMBER 06, 2013

#### I. MEETING MINUTES

- Approval of Minutes for the Regular Meeting, Wednesday, October 02, 2013
- Approval of Minutes for the Special Meeting, Wednesday, October 09, 2013
- Approval of Minutes for the Special Meeting, Thursday, October 24, 2013

#### II. OFFICE OF PURCHASING, TRAVEL AND FLEET MANAGEMENT

Ms. Monica Ritchie, Director of the Office of Purchasing and Travel, requests the following:

- Approval of 6 contracts for the University of Mississippi Medical Center
- Approval of 2 contracts for the Mississippi Department of Corrections

#### III. MISSISSIPPI DEVELOPMENT AUTHORITY

Mr. Rick Snowden, Deputy Executive Director for DFA, on behalf of MDA presents the following:

- MDA is requesting approval of Amendment #2 to 5 contracts

#### IV. BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT

Mr. Brooks Moore, Director of Real Property Management, requests approval of the following:

- Leases with no Increase in Cost or Space (a)
- Leases with an Increase in Cost or Space (b)
- New Leases (c)
- Land Leases (d)
- Other (e)

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

- Administrative Procedures Changes
- Approval of a Bid Award on GS# 105-345 Classroom Bldg. with Parking Mississippi State University (Starkville, Mississippi)
- Professional Appointment on GS# 105-351 YMCA Renovation Mississippi State University (Starkville, Mississippi)
- Approval of a Sole Source on GS# 212-061 Stringer Hall Renovations Northeast Mississippi Community College (Booneville, Mississippi)
- Approval of a Sole Source on GS# 331-151 Central MS Crime Lab Mississippi Department of Public Safety (Rankin County, Mississippi)
- Ratification of Construction, F&E, ITS and WebProcure awards

#### V. NEXT MEETING DATE

Regular Meeting, Wednesday, December 04, 2013

OFFICE OF PURCHASING AND TRAVEL  
PUBLIC PROCUREMENT REVIEW BOARD  
November 6, 2013

1. REQUESTING AGENCY: University of MS Medical Center  
CONTRACTOR: NxStage System One  
AMOUNT OF CONTRACT: \$1,650,196.80  
TERM OF CONTRACT: October 28, 2013 – December 31, 2015  
SCOPE OF CONTRACT: Rental of Nx Stage System One and purchases of supplies and products  
PURCHASE METHOD (PROPOSALS, SINGLE SOURCE, ETC): Sole Source  
COMMENTS: The UMMC is requesting to enter into a 26 month agreement with NxStage System One to provide equipment rental and supplies needed for dialysis patients that are using the home method of treatment. NxStage is the first and only true portable dialysis machine that has been cleared for home use by the U.S. Food and Drug Administration. No other company will provide home hemodialysis machines on a rental basis. Purchasing the equipment and placing it in patients' homes would require UMMC to obtain a Durable Medical Equipment (DME) provider license. This is not in their best interest due to the financial obligations and regulatory standards that they would be required to meet.  
COMPLIANCE WITH PROCEDURES (YES, NO): Yes  
If no, explanation:  
ADDITIONAL COMMENTS IF NEEDED: Based on the information submitted by the Agency, we ask that the Board approve this purchase.
  
2. REQUESTING AGENCY: University of MS Medical Center  
CONTRACTOR: Medtronic Inc  
AMOUNT OF CONTRACT: \$1,451,283.00  
TERM OF CONTRACT: October 28, 2013 – December 31, 2018  
SCOPE OF CONTRACT: purchase of supplies and disposals related to the Midas Rex Drills, StealthStation Navigation systems, and fusion navigation. Also includes drapes, shunt kits, blades, burs, etc. that are used exclusively with Medtronic equipment  
PURCHASE METHOD (PROPOSALS, SINGLE SOURCE, ETC): Sole Source  
COMMENTS: The UMMC is requesting to purchase supplies nine Medtronic Systems that they own. Pricing will be firm through December 31, 2014. Beginning in January 1, 2015 Medtronic agrees to limit any price increase to just a 4% aggregate increase. Medtronics is the only manufacturer and distributor to offer disposable products that are compatible with these systems.  
COMPLIANCE WITH PROCEDURES (YES, NO): Yes  
If no, explanation:  
ADDITIONAL COMMENTS IF NEEDED: Based on the information submitted by the Agency, we ask that the Board approve this purchase.

3. REQUESTING AGENCY: University of MS Medical Center  
CONTRACTOR: Amerisource Bergen Technology Group  
AMOUNT OF CONTRACT: \$2,733,543.67  
TERM OF CONTRACT: October 28, 2013 – December 31, 2018  
SCOPE OF CONTRACT: Request to purchase automated pharmacy dispensing cabinets, software, supplies and other hardware as well as the maintenance of existing and new.  
PURCHASE METHOD (PROPOSALS, SINGLE SOURCE, ETC): Sole Source  
COMMENTS: The UMMC is requesting to purchase a pharmacy automation system called Automed. This system is unique to the pharmacy dispensing cabinet market based on how it stores and delivers controlled substances. This is the only pharmacy dispensing cabinet that utilizes upper drawer modules to securely store and dispense controlled substances. Other systems use a drawer that allows access to every product in the drawer, which is a diversion risk.  
COMPLIANCE WITH PROCEDURES (YES, NO): Yes  
If no, explanation:  
ADDITIONAL COMMENTS IF NEEDED: Based on the information submitted by the Agency, we ask for that the Board approve this purchase.
4. REQUESTING AGENCY: University of MS Medical Center  
CONTRACTOR: Edwards Tissue Heart Valves  
AMOUNT OF CONTRACT: \$2,289,748  
TERM OF CONTRACT: October 25, 2013 – December 31, 2018  
SCOPE OF CONTRACT: Request to purchase tissue heart valves, rings, bands, and other cardiac surgery accessories. Vendor was selected as a result of a multi-award IFB.  
PURCHASE METHOD (PROPOSALS, SINGLE SOURCE, ETC): Competitive Bid – Multi-Award  
COMMENTS: The UMMC is requesting to heart valves, rings, bands and other cardiac surgery accessories.  
COMPLIANCE WITH PROCEDURES (YES, NO): Yes  
If no, explanation:  
ADDITIONAL COMMENTS IF NEEDED: Based on the information submitted by the Agency, we ask that the Board approve this purchase.
5. REQUESTING AGENCY: University of MS Medical Center  
CONTRACTOR: St. Jude Medical S.C., Inc.  
AMOUNT OF CONTRACT: \$2,289,748  
TERM OF CONTRACT: October 25, 2013 – December 31, 2018  
SCOPE OF CONTRACT: Request to purchase tissue heart valves, rings, bands, and other cardiac surgery accessories. Vendor was selected as a result of a multi-award IFB.  
PURCHASE METHOD (PROPOSALS, SINGLE SOURCE, ETC): Competitive Bid – Multi-Award  
COMMENTS: The UMMC is requesting to heart valves, rings, bands and other cardiac surgery accessories.  
COMPLIANCE WITH PROCEDURES (YES, NO): Yes  
If no, explanation:  
ADDITIONAL COMMENTS IF NEEDED: Based on the information submitted by the Agency, we ask that the Board approve this purchase.

6. REQUESTING AGENCY: University of MS Medical Center  
CONTRACTOR: St. Jude Medical S.C., Inc.  
AMOUNT OF CONTRACT: \$2,289,748  
TERM OF CONTRACT: October 25, 2013 – December 31, 2018  
SCOPE OF CONTRACT: Request to purchase mechanical heart valves, rings, bands, and other cardiac surgery accessories.  
PURCHASE METHOD (PROPOSALS, SINGLE SOURCE, ETC): Competitive Bid  
COMMENTS: The UMMC is requesting to heart valves, rings, bands and other cardiac surgery accessories. IFB was issued and award was made to the vendor (St. Jude Medical) that met the minimum price requirement in the specifications.  
COMPLIANCE WITH PROCEDURES (YES, NO): Yes  
If no, explanation:  
ADDITIONAL COMMENTS IF NEEDED: Based on the information submitted by the Agency, we ask that the Board approve this purchase.
  
7. REQUESTING AGENCY: Mississippi Department of Corrections  
CONTRACTOR: Butch Oustalet Inc  
AMOUNT OF CONTRACT: \$501,732  
TERM OF CONTRACT: one time purchase  
SCOPE OF CONTRACT: Request to purchase 21 replacement vehicles.  
PURCHASE METHOD (PROPOSALS, SINGLE SOURCE, ETC): State Contract  
COMMENTS: MDOC is requesting to purchase 21 E-350 vans for inmate transportation to worksites, medical visits, and treatment programs. These vans are replacement vehicles.  
COMPLIANCE WITH PROCEDURES (YES, NO): Yes  
If no, explanation:  
ADDITIONAL COMMENTS IF NEEDED: Based on the information submitted by the Agency, we ask that the Board approve this purchase.
  
8. REQUESTING AGENCY: Mississippi Department of Corrections  
CONTRACTOR: Estabrook Motor Company Inc  
AMOUNT OF CONTRACT: \$677,750  
TERM OF CONTRACT: one time purchase  
SCOPE OF CONTRACT: Request to purchase 35 replacement vehicles and add 15 additional vehicles to their fleet.  
PURCHASE METHOD (PROPOSALS, SINGLE SOURCE, ETC): State Contract  
COMMENTS: MDOC is requesting to purchase 35 replacement vehicles and add 15 new vehicles to their fleet. The 15 additional vehicles are needed due to an increase in field officers that are needed to supervise the number of offenders on house arrest. Over the last three years, the number of offenders supervised by MDOC has increased by over 4,000.  
COMPLIANCE WITH PROCEDURES (YES, NO): Yes  
If no, explanation:  
ADDITIONAL COMMENTS IF NEEDED: Based on the information submitted by the Agency, we ask that the Board approve this purchase.

MISSISSIPPI DEPARTMENT OF FINANCE AND ADMINISTRATION  
PUBLIC PROCUREMENT REVIEW BOARD

Meeting Agenda November 6, 2013

Requesting Agency: Mississippi Development Authority (MDA)

Contractors: W.G. Yates & Sons Construction Company;  
T.L. Wallace Construction, Inc.;  
G. M. & R. Construction Company, Inc.;  
Roy Anderson Corp.; and  
Madison Services, Inc.

Amount of Contracts: The total amount of all five (5) contracts will depend on the final number of applicants & cost of repairs, however, the total awarded should not exceed \$70,000,000. *This Amendment does not increase the total awarded by MDA and initially approved by the PPRB in 2011 and again in 2012.*

Term of Contract: The initial contract period of performance was December 14, 2011-December 14, 2012. Amendment No. 1, approved in 2012 by the PPRB, extended the period of performance to December 14, 2013. If approved, the new ending date for the period of performance would be December 14, 2014.

Scope of Contracts: Neighborhood Home Program

Purchase Method: Request for proposals (RFP)

Comments: MDA awarded the contracts in November, 2011 for the duration of one (1) year with the option to extend up to two (2) additional years for a total of three (3) years. The initial contract period of performance, as amended, expired December 14, 2013. Accordingly, MDA is requesting that the PPRB approve the extension of the contract period for one (1) year. If approved, the new ending date for the period of performance would be December 14, 2014.

MDA is requesting approval of the Amendment #2 to the five (5) contracts awarded to each of W.G. Yates & Sons Construction Company, T.L. Wallace Inc., Roy Anderson Corp., GM&R Construction, and Madison Services, Inc. for services required by NHP including home repair and reconstruction services.

Compliance with procedures: (YES/NO) \_\_\_\_\_

Additional Comments:

PUBLIC PROCUREMENT REVIEW BOARD

REGULAR MEETING

November 6, 2013

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* Space</u>	<u>Previous Sq. Ft.</u>	<u>Proposed Sq. Ft.</u>	<u>Previous** \$/Sq. Ft.</u>	<u>Proposed** \$/Sq. Ft.</u>	<u>%Fed Esc Fund</u>	<u>\$/Year</u>	<u>Lease #</u>
DEQ	605 Fortification Jackson	01/01/14 12/31/14	S	2,320	2,320	2.50+UJ	2.50+UJ	N 0	5,800	5952512014B01451

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

<u>Agency</u>	<u>Location</u>	<u>Eff. Date</u>	<u>Type* Space</u>	<u>Previous Sq. Ft.</u>	<u>Proposed Sq. Ft.</u>	<u>Previous** \$/Sq. Ft.</u>	<u>Proposed** \$/Sq. Ft.</u>	<u>%Fed Esc Fund</u>	<u>\$/Year</u>	<u>Lease #</u>
Emp Sec	119 Commerce Cleveland	01/01/14 12/31/18	O	4,460	4,460	2.96+UJ rounded	9.80+UJ 6.00+UJ	N 100	43,680 26,760	2600612018A00221 (Years 2-5)

This request from the Department of Employment Security was the lower of two (2) proposals received and is the current location. The rental rate proposed for the first year is higher, due to work that the Lessor is doing to the building at the request of MDES. Following the first year, the rental rate will decrease as shown above. This request also includes a modification to Section 10 of the State's Standard Lease Agreement, whereby termination of the Lease due to space becoming available in a State-owned facility will require a minimum 180-day notice to be provided to the Lessor.

Sec of State	40 Northtown Jackson	12/01/13 10/31/14	S	3,605	3,605	8.27 inc rounded	9.16 inc rounded	N 0	33,000	7752512014B07332
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This request from the Secretary of State is for record storage and is contingent upon approval by the State Records Committee and approval of the final Lease Agreement by Real Property Management and DFA Legal Division. The rental rate is based on the number of boxes stored at this location, as opposed to a standard rate per square foot. Based on current evaluations, the Secretary of State does not expect the rental rate to exceed the amount above, which includes both storage and pickup/retrieval of boxes and items.

**(c) NEW LEASES**

<u>Agency</u>	<u>Location</u>	<u>Eff. Date</u>	<u>Type* Space</u>	<u>Previous Sq. Ft.</u>	<u>Proposed Sq. Ft.</u>	<u>Previous** \$/Sq. Ft.</u>	<u>Proposed** \$/Sq. Ft.</u>	<u>%Fed Esc Fund</u>	<u>\$/Year</u>	<u>Lease #</u>
Medi-caid	6971 Lincoln Hattiesburg	01/01/14 12/31/23	O		9,000		11.74+UJ rounded	N 50	105,600	5151812023A07423

This request from the Mississippi Division of Medicaid is the higher of two (2) proposals received. The lower proposal was submitted by the current Lessor and for the current location. Medicaid has rejected this proposal, because the building has had problems with roof leaks, plumbing, outdated items such as carpet and fixtures, and inadequate parking. The lower proposal was for 8,990 square feet, at blended rate of \$10.75 per square foot, excluding utilities and janitorial services.

(d) LAND LEASES

<u>Agency</u>	<u>Location</u>	<u>Eff. Date</u>	<u>Type* Space</u>	<u>Previous Sq. Ft.</u>	<u>Proposed Sq. Ft.</u>	<u>Previous** \$/Sq. Ft.</u>	<u>Proposed** \$/Sq. Ft.</u>	<u>%Fed Esc Fund</u>	<u>\$/Year</u>	<u>Lease #</u>
DEQ	123 N President Jackson	12/01/13 10/31/14 mo to mo	LD (Parking)	65 spaces	30 spaces	82/space/mo	82/space/mo	N 0	29,520	8992512014D01394

(e) OTHER

<u>Agency</u>	<u>Location</u>	<u>Eff. Date</u>	<u>Type* Space</u>	<u>Previous Sq. Ft.</u>	<u>Proposed Sq. Ft.</u>	<u>Previous** \$/Sq. Ft.</u>	<u>Proposed** \$/Sq. Ft.</u>	<u>%Fed Esc Fund</u>	<u>\$/Year</u>	<u>Lease #</u>
Nursing Home	1755 Lelia Dr Jackson	12/01/13 09/30/15	O	850	1,133	14.83 inc rounded	14.52 inc rounded	N 0	16,440	6152512015A01777

This request from the Mississippi Board of Nursing Home Administrators includes adding 283 square feet to the current Lease and a reduction in the cost per square foot. The additional space requested consists of a work room, a training area for licensees and exams, and an office for a consultant who will be contracted to provide accounting and payroll services. This Lease originally began on October 1, 2012.

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, NOVEMBER 6, 2013

The Bureau of Building, Grounds and Real Property Management requests approval, ratification and/or concurrence with the following Procedure changes:

Code 27-104-7(2)(b):

... (2) The Public Procurement Review Board shall have the following powers and responsibilities: ...

... (b) *Adopt regulations governing the approval of contracts let for the construction and maintenance of state buildings and other state facilities* ...

The following are the changes, modifications or additions within said Manual for approval, ratification, and/or concurrence by PPRB, per Code referenced above. (REMOVED IS SHOWN BY STRIKE-THROUGHS AND ADDED IS SHOWN BY UNDERLINE)

#### 400.6

**THE POLICY** (\$2,000,000 to \$3,000,000 & added 400.6.b "Note" Dec 2013)

\* Projects ~~less than \$2,000,000~~ up to and including \$3,000,000

\* Projects more than ~~\$2,000,000~~ \$3,000,000

#### A. PROJECTS LESS THAN \$2,000,000

Projects containing ~~less than~~ an initial total project budget of ~~\$2,000,000~~ up to and including \$3,000,000 may use the professional selection process if the Bureau deems it necessary; however, it is not mandatory. . .

#### PROJECTS MORE THAN \$2,000,000

Note: The following procedure does not apply to "emergency" projects that meet Codes 31-7-1 and 37-7-13. (Note added Dec 2013)

Unless a project has been declared an emergency, projects with more than an initial total project budget of ~~\$2,000,000~~ \$3,000,000 must follow the professional selection process outlined below: . . .

AGENDA

PUBLIC PROCUREMENT REVIEW BOARD

WEDNESDAY, NOVEMBER 06, 2013

BID AWARD FOR PPRB APPROVAL

GS# 105-345

Classroom Bldg. with Parking  
Mississippi State University  
(Starkville, Mississippi)

The Bureau of Building, Grounds and Real Property Management requests approval of the following:  
Contractor: Award to Evan Johnson & Sons Construction Company, Inc., Brandon, Mississippi, in the amount of \$28,913,000.00 (Lowest Responsive of 6 bids received) (The low bidder, Flintco, was deemed non-responsive because they did not have a properly executed bid bond.)

Scope:

Project to construct a 163,267 square foot, five story building which consists of a two story parking garage and a three story classroom building on the campus of Mississippi State University, located in Starkville, MS.

Bid on October 24, 2013

Approved by IHL on November 5, 2013

## AGENDA

### PUBLIC PROCUREMENT REVIEW BOARD

WEDNESDAY, NOVEMBER 6, 2013

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 the Using Agency. (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.)

GS#	105-351
Title:	YMCA Renovation
Institution/Agency:	Mississippi State University
Location:	Starkville, Mississippi
Project Budget:	\$9,800,000.00
Funding Sources:	Senate Bill 2913, Laws of 2013, Bond Funds
Professional Fee:	D+ (estimated fees \$300,839.37)
Professional:	Belinda Stewart Architects, PA
	Based on interviews of four firms on March 7, 2008, by the Institutions of Higher Learning Facilities Management Division on the campus of Mississippi State University.

Project Scope: Planning and construction administration of the complete renovation of the historic YMCA building located on the Starkville Campus.

Commissioning: Cx Professional to commission the total building which includes: mechanical, controls, electrical, life safety and conveying systems as well as the building envelope.

**AGENDA**

**PUBLIC PROCUREMENT REVIEW BOARD**

**WEDNESDAY, NOVEMBER 06, 2013**

**SOLE SOURCE FOR PPRB APPROVAL**

**GS# 212-061**

**Stringer Hall Renovations**

**Northeast Mississippi Community College**

**(Booneville, Mississippi)**

**Request:** Sole Sourcing of the SBS Modified Bitumen Roof.

**Sole Source Justification**

A complete reroofing of this facility was completed in August 2009 and it currently has a 20 year NDL system warranty. It is in the best interest of the project and the facility to preserve the existing roof warranty.

**AGENDA**

**PUBLIC PROCUREMENT REVIEW BOARD**

**WEDNESDAY, NOVEMBER 06, 2013**

**SOLE SOURCE FOR PPRB APPROVAL**

**GS# 331-151**

**Central MS Crime Lab**

**Mississippi Department of Public Safety**

**(Rankin County, Mississippi)**

**Request: Sole Sourcing of Digital Imaging System for \$175,800.00**

**Sole Source Justification**

The imaging equipment that will be purchased for the Crime Lab in Rankin County needs to be able to communicate with and send digital images to existing Avreo Pacs System at the Dist 8 Crime Lab in Harrison County.

## AGENDA

### PUBLIC PROCUREMENT REVIEW BOARD

WEDNESDAY, NOVEMBER 06, 2013

#### **Ratification 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 requests ratification of 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 October 1, 2013 through October 31, 2013.

#### **Construction Awards under \$5,000,000.00**

1. **GS# 106-236** Fine Arts ADA Compliance – Mississippi Valley State University (GC001) — Award to David Smith Construction, Inc., Inverness, Mississippi, in the amount of \$372,000.00 (Lowest of 2 quotes received)
2. **GS# 109-217** ECM-Lighting – University Medical Center (OC001) — Award to McInnis Electric Co., Jackson, Mississippi, in the amount of \$5,935.00 (Lowest of 2 quotes received)
3. **GS# 202-063** Ellis Hall Renovations – Copiah-Lincoln Community College (GC001) – Award to Mandal's, Inc., Gulfport, Mississippi, in the amount of \$112,350.00 (Lowest of 3 bids received)
4. **GS# 204-071** Warren Hall Renovation – East Mississippi Community College (GC001) – Award to Sullivan Enterprises, Inc., Magee, Mississippi, in the amount of \$324,731.00 (Lowest of 4 bids received)
5. **GS# 352-021** Facility Improvements – Central High School (Office of Capitol Facilities) (Department of Finance and Administration) (GC001) – Award to Cal-Mar Construction Company, LLC, Jackson, Mississippi, in the amount of \$176,500.00 (Lowest of 2 bids received)
6. **GS# 354-048** Interior Renovations – Robert E. Lee (Office of Capitol Facilities) (Department of Finance and Administration) (GC001) — Award to Mid State Construction of Mississippi LLC, Jackson, Mississippi, in the amount of \$2,285,000.00 (Lowest of 3 bids received)
7. **GS# 502-035** Meridian Roof Leaks (EMER) – Mississippi Industries for the Blind (GC001) – Award to Copper Top Sheet Metal, Inc., Columbus, Mississippi, in the amount of \$84,400.00 (Lowest of 2 quotes received)
8. **GS# 553-002** Mechanical Infrastructure – Mississippi School of the Arts (Department of Education) (GC001) – Award to South Central Heating & Plumbing Co., Inc., Jackson, Mississippi, in the amount of \$315,400.00 (Lowest of 7 bids received)

## Furniture & Equipment Awards under \$2,000,000.00

1. GS# 106-211 F&E – J H White Library – Mississippi Valley State University (FE019) — Award to Ajax School Supply, Jackson, Mississippi, in the amount of \$2,991.30 (State Contract #5-420-2132413)
2. GS# 552-006 Bus Barn – Mississippi Schools for the Blind and Deaf (FE001) – Award to Grainger Industrial Supply, Palatine, Illinois, in the amount of \$27,363.27 (State Contract#5-445-22736-13)
3. GS# 601-123 F&E State Parks – Department of Wildlife, Fisheries and Parks (FE011) — Award to Business Interiors, Inc., Ridgeland, Mississippi, in the amount of \$42,772.60 (State Contract #5-420-05917)

## ITS Awards

1. GS# 101-291 Rowan Hall Renovations – Alcorn State University (SC001) — Award to James Self, Inc., Pearl, Mississippi, in the amount of \$9,900.00 (CP-1 20140064)
2. GS# 102-237 Caylor White Walters – PH III – Delta State University (SC003) — Award to Synergetics Dcs, Inc., Tupelo, Mississippi, in the amount of \$99,968.22 (CP-1 20140061)
3. GS# 108-235 College Hall Renovation – University of Southern Mississippi (SC008) – Award to IDN-ACME Inc, New Orleans, Louisiana, in the amount of \$29,535.00 (CP-1 20130508)
4. GS# 331-164 Dist 2 Substation - Leflore – Department of Public Safety (SC001) — Award to Lane-Tedder & Associates, Inc., Brandon, Mississippi, in the amount of \$46,759.50 (CP-1 20140172)

## WebProcure Contracts

### Mississippi Department of Archives & History Contract

Title – HJC Roofing Restoration  
Contract Number – 47514001  
Contractor – Guaranteed Roofing Company, Inc.  
Contract Amount - \$96,181.00  
Scope – Historic Jefferson College Roof Restoration Program  
Lowest of 4 Bids Received

### Mississippi Department of Marine Resources Contract

Title – Harbor Landing Demolition  
Contract Number – 45014853  
Contractor – Southern Recycling and Demolition, Inc.  
Contract Amount - \$118,545.00  
Scope – Demolition of Metal Storage Building, Restaurant Building and removal of the fuel storage tanks  
Lowest of 10 Bids Received





STATE OF MISSISSIPPI  
GOVERNOR PHIL BRYANT

DEPARTMENT OF FINANCE AND ADMINISTRATION

KEVIN J. UPCHURCH  
EXECUTIVE DIRECTOR

# NOTICE

A Regular Meeting of the

## **PUBLIC PROCUREMENT REVIEW BOARD**

will be held Wednesday, November 06, 2013, 2:00 p.m. in the  
13<sup>th</sup> floor Conference Room of the  
Woolfolk State Office Building

**PUBLIC PROCUREMENT REVIEW BOARD**

**SPECIAL MEETING**

**THURSDAY, NOVEMBER 14, 2013**

A special meeting of the Public Procurement Review Board was held at 3:00 p.m. in the 13<sup>th</sup> floor Conference Room of the Woolfolk State Office Building located in Jackson, Mississippi.

**PRESENT**

Mr. Kevin J. Upchurch, Chairman  
Mr. Freddie M. "Flip" Phillips, Vice Chairman

**OTHERS**

Ms. Monica Ritchie, Director of the Office of Purchasing and Travel, DFA  
Mr. Glenn Kornbrek, Director of the Bureau of Building, Grounds and Real Property Management, DFA  
Ms. Aubrey Leigh Goodwin, Special Assistant Attorney General, DFA  
Ms. Melody Coulson, PPRB Recorder, DFA

**ABSENT**

Mr. Charles R. Snowden, Member

The Chairman called the meeting to order and commenced the meeting with prayer.

**OFFICE OF PURCHASING, TRAVEL & FLEET MANAGEMENT (OPTFM)**

Ms. Ritchie presented the following:

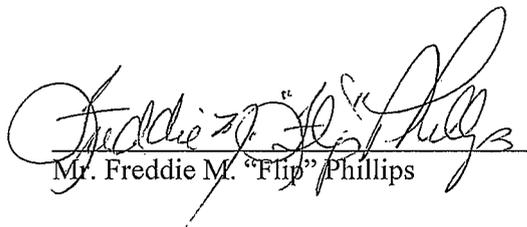
1. A request on behalf of the Mississippi Department of Health (MSDH) for approval of a Sole Source Contract for Vaccines for the immunization program to be awarded to Merck Vaccines, in the amount of \$764,450.00 from November 12, 2013 through November 12, 2014. MSDH is requesting authority to purchase replenishment vaccines from the CDC vaccine contract. The CDC contract is the sole source for purchasing the CDC-approved replacement stock of vaccines. Mr. Phillips made the motion to approve. Mr. Upchurch seconded and the motion carried.

**BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT**

Mr. Kornbrek presented the following:

1. A request for approval of a Bid Award on GS# 358-044 Exterior & Dome Renovations New Capitol Building (Office of Capitol Facilities) (Department of Finance and Administration)(Jackson, Mississippi) to Evan Johnson & Sons Construction Company, Inc., Brandon, Mississippi, in the amount of \$5,954,000.00 (Lowest of 2 bids received). This project is for renovation to the exterior and the main dome of the New Capitol Building. Mr. Phillips made the motion to approve. Mr. Upchurch seconded and the motion carried.

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

  
Mr. Freddie M. "Flip" Phillips

  
Mr. Kevin J. Upchurch

**AGENDA**

**PUBLIC PROCUREMENT REVIEW BOARD**

**Special Meeting**

**3:00 p.m.**

**THURSDAY, NOVEMBER 14, 2013**

**I. OFFICE OF PURCHASING, TRAVEL AND FLEET MANAGEMENT**

Ms. Monica Ritchie, Director of the Office of Purchasing and Travel, Request the following:

- Approval of a Sole Source Contract for Vaccines

**II. BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT**

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

- Approval of a Bid Award on GS# 358-044 Exterior & Dome Renovations New Capitol Building (Office of Capitol Facilities) (Department of Finance and Administration)(Jackson, Mississippi)

**III. NEXT MEETING DATE**

Regular Meeting, Wednesday, December 04, 2013

**OFFICE OF PURCHASING AND TRAVEL  
PUBLIC PROCUREMENT REVIEW BOARD  
SPECIAL MEETING AGENDA  
November 14, 2013**

1. **REQUESTING AGENCY:** MS Department of Health  
**CONTRACTOR:** Merck Vaccines  
**AMOUNT OF CONTRACT:** \$764,450  
**TERM OF CONTRACT:** November 12, 2013 thru November 12, 2014  
**SCOPE OF CONTRACT:** Vaccines for immunization program  
**PURCHASE METHOD (PROPOSAL, SOLE SOURCE):** Sole Source  
**COMMENTS:** MS Department of Health is requesting authority to purchase replenishment vaccines from the CDC vaccine contract. The CDC contract is the sole source for purchasing their CDC replacement stock of vaccines.  
**COMPLIANCE WITH PROCEDURES (YES, NO):** Yes  
If no, explanation:  
**ADDITIONAL COMMENTS IF NEEDED:**Based on the information submitted by the Agency, we ask for the Board's approval contingent upon the issuance of an award letter or a purchase order by the Agency.

AGENDA

PUBLIC PROCUREMENT REVIEW BOARD

THURSDAY, NOVEMBER 14, 2013

BID AWARD FOR PPRB APPROVAL

GS# 358-044

Exterior & Dome Renovation

New Capitol Building (Office of Capitol Facilities)

(Department of Finance and Administration)

(Jackson, Mississippi)

The Bureau of Building, Grounds and Real Property Management requests approval of the following:  
Contractor: Award to Evan Jonson & Sons Construction, Inc., Brandon, Mississippi, in the amount of \$5,954,000.00 (Lowest of 2 bids received)

Scope:

Renovation to the exterior & main dome of the New Capitol Building.





STATE OF MISSISSIPPI  
GOVERNOR PHIL BRYANT

DEPARTMENT OF FINANCE AND ADMINISTRATION

KEVIN J. UPCHURCH  
EXECUTIVE DIRECTOR

# NOTICE

A Special Meeting of the

## **PUBLIC PROCUREMENT REVIEW BOARD**

will be held Thursday, November 14, 2013, 3:00 p.m. in the  
13th floor Conference Room  
Woolfolk State Office Building

Agenda: Approval of Contracts, Leases and Miscellaneous

# PUBLIC PROCUREMENT REVIEW BOARD

## REGULAR MEETING

WEDNESDAY, DECEMBER 04, 2013

A regular meeting of the Public Procurement Review Board was held at 2:00 p.m. in the 13<sup>th</sup> floor Conference Room of the Woolfolk State Office Building located in Jackson, Mississippi.

### PRESENT

Mr. Kevin J. Upchurch, Chairman  
Mr. Freddie M. "Flip" Phillips, Vice Chairman  
Mr. Rick Snowden, Member

### OTHERS

Mr. Ross Campbell, Director of the Marketing and Audit, DFA  
Mr. Glenn Kornbrek, Director of the Bureau of Building, Grounds and Real Property Management, DFA  
Mr. Brooks Moore, Director of Real Property Management, DFA  
Ms. Aubrey Leigh Goodwin, Special Assistant Attorney General, DFA  
Ms. Melody Coulson, PPRB Recorder, DFA

The Chairman called the meeting to order and commenced the meeting with prayer.

### MINUTES

Mr. Upchurch asked if the Minutes had been reviewed for the following meetings:

- Regular Meeting, Wednesday, November 06, 2013
- Special Meeting, Thursday, November 14, 2013

Mr. Snowden made a motion to approve the above-mentioned Minutes. Mr. Phillips seconded and the motion carried.

### OFFICE OF PURCHASING, TRAVEL & FLEET MANAGEMENT (OPTFM)

Mr. Campbell presented the following:

1. A request on behalf of the Mississippi Department of Corrections to ratify a lease of electronic equipment for offenders from a state contract to Sentinel Offender Services, LLC, from July 1, 2013 through December 31, 2016 in the amount of \$2,000,000.00. Mr. Snowden made the motion to ratify. Mr. Phillips seconded and the motion carried.

### BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT

#### Leases

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

## PUBLIC PROCUREMENT REVIEW BOARD

### Regular Meeting

Wednesday, December 04, 2013

Page 2

The Board reviewed (b) Parchman Farmland. Mr. Moore explained the new leases, renewal leases and sub-leases for the Parchman Farmland. Mr. Phillips made the motion to approve (b) as recommended by the Division of Real Property Management, contingent upon fully executed leases. Mr. Snowden seconded, and the motion carried.

The Board reviewed (c) Parchman Wind Farms. Mr. Moore explained the request from the Mississippi Department of Corrections to enter into a long-term Lease Agreement with Nations Energy Solutions for the lease of land at Mississippi State Penitentiary for the construction of a Wind Farm, following Receipt of Proposals on October 10, 2013 and Best and Final Offers received on November 8, 2013. Two (2) proposals were received for this RFP. Both firms were interviewed and scored based on the scoring requirements (both financial and non-financial) in the RFP. The proposal submitted by Apex Clean Energy Holdings, LLC included a higher minimum annual amount, but received fewer points on the non-financial criteria due to the fact that Apex Clean Energy Holdings, LLC proposed to construct the towers and assign the long-term management and operations to a third-party, who has not been identified at this time. The total minimum annual amount, over the test period and 25-year minimum term, was \$38,023,324.33, compared to Nations Energy Solutions which was \$36,464,400.00.

The RFP and selection has been approved by DFA, the Mississippi Department of Corrections, the Secretary of State, and the Governor's Office pursuant to the requirements in Mississippi Code Section 47-5-64. This request is contingent upon final review and approval of the Lease Agreement by DFA, the Mississippi Department of Corrections, the Secretary of State, and the Governor's Office.

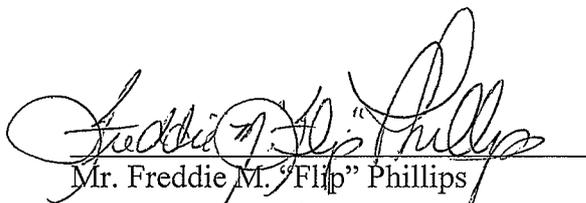
Mr. Phillips made the motion to approve (c) as recommended by the Division of Real Property Management, contingent upon a fully executed lease. Mr. Snowden seconded, and the motion carried.

### Construction

Mr. Kornbrek presented the following:

1. A request for approval of Bid Award on GS# 106-237 Harrison Renov.-Exp.PH I Mississippi Valley State University (Itta Bena, Mississippi) to Evan Johnson & Sons Construction Company, Inc., Brandon, Mississippi, in the amount of \$15,692,000.00 (Lowest of 3 bids received). Mr. Snowden made the motion to approve. Mr. Phillips seconded and the motion carried.
2. Ratification of the Construction, F&E, ITS and WebProcure awards. Mr. Snowden made a motion to ratify. Mr. Phillips seconded, and the motion carried.

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

  
Mr. Freddie M. "Flip" Phillips

  
Mr. Charles R. Snowden

  
Mr. Kevin J. Upchurch

# AGENDA

## PUBLIC PROCUREMENT REVIEW BOARD Regular Meeting 2:00 p.m.

WEDNESDAY, DECEMBER 04, 2013

### I. MEETING MINUTES

- Approval of Minutes for the Regular Meeting, Wednesday, November 06, 2013
- Approval of Minutes for the Special Meeting, Thursday, November 14, 2013

### II. OFFICE OF PURCHASING, TRAVEL AND FLEET MANAGEMENT

Mr. Ross Campbell, Director of Marketing and Audit, requests the following:

- Approval of 1 contract for the Mississippi Department of Corrections

### III. BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT

Mr. Brooks Moore, Director of Real Property Management, requests approval of the following:

- Leases with no Increase in Cost or Space (a)
- Parchman Farmland (b)
- Parchman Wind Farms (c)

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

- Approval of a Bid Award on GS# 106-237 Harrison Renov.-Exp.PH I Mississippi Valley State University (Itta Bena, Mississippi)
- Ratification of Construction, F&E, ITS and WebProcure awards

### IV. NEXT MEETING DATE

Regular Meeting, Wednesday, January 08, 2014

**OFFICE OF PURCHASING AND TRAVEL  
PUBLIC PROCUREMENT REVIEW BOARD  
SPECIAL MEETING AGENDA  
December 4, 2013**

- 1. REQUESTING AGENCY:** MS Dept. of Corrections  
**CONTRACTOR:** Sentinel Offender Services, LLC  
**AMOUNT OF CONTRACT:** \$2,000,000  
**TERM OF CONTRACT:** July 1, 2013 through December 31, 2016  
**SCOPE OF CONTRACT:** electronic monitoring for offenders  
**PURCHASE METHOD (PROPOSAL, SOLE SOURCE):** State Contract  
**COMMENTS:** MDOC is requesting approval to lease electronic monitoring equipment for offenders from Sentinel Offender Services. This vendor is listed on a State Contract. MDOC is asking that the Board approve this request retroactively to July 1, 2013. Failure to complete a new P-1 by July 1, 2013 was an oversight on the part of MDOC.  
**COMPLIANCE WITH PROCEDURES (YES, NO):**No  
MDOC failed to complete and get approval of the Request for Authority to Purchase (P-1) prior to leasing the equipment from Sentinel.  
**ADDITIONAL COMMENTS IF NEEDED:**Based on the information submitted by the Agency, we ask for the Board's approval contingent upon the issuance of an award letter or a purchase order by the Agency.



STATE OF MISSISSIPPI  
DEPARTMENT OF CORRECTIONS  
CHRISTOPHER B. EPPS  
COMMISSIONER

Rick McCarty  
Deputy Commissioner

Administration & Finance  
(601) 359-5297

November 22, 2013

Mr. Lance Fulcher, Director  
Office of Purchasing, Travel and Fleet Management  
701 Woolfolk Building  
Jackson, MS 39201

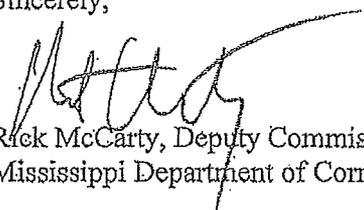
Director Fulcher:

A purchasing agreement with the Western States Contracting Alliance (WSCA) was approved by DFA effective July 1, 2013 for electronic monitoring equipment and monitoring services. The Mississippi Department of Corrections did not request a new P-1 for these services on the start date of the new pricing agreement due to an oversight on our part. MDOC wishes to procure the services of Sentinel Offender Series, LLC from the WSCA pricing agreement effective July 1, 2013.

Please accept this request to approve the P-1 for electronic monitoring equipment retroactively to July 1, 2013.

Thank you for your help and please contact me at 601-359-5682 if you have any questions concerning this matter.

Sincerely,

  
Rick McCarty, Deputy Commissioner of Administration and Finance  
Mississippi Department of Corrections

PUBLIC PROCUREMENT REVIEW BOARD

REGULAR MEETING

December 4, 2013

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* Space</u>	<u>Previous Sq. Ft.</u>	<u>Proposed Sq. Ft.</u>	<u>Previous** \$/Sq. Ft.</u>	<u>Proposed** \$/Sq. Ft.</u>	<u>Esc</u>	<u>%Fed Fund</u>	<u>\$/Year</u>	<u>Lease #</u>
DOC	111 E Main Pittsboro	01/01/14 12/31/16	O	1,250	1,250	4.00+UJ	4.00+UJ	N	0	5,000	1700732016A00049
DOC	346 Second Columbia	01/01/14 12/31/16	O	2,169	2,169	7.00+UJ	7.00+UJ	N	0	15,183	1704612016A01658
Health	927 C Capps Cleveland	01/01/14 12/31/16	O/WH	5,500	5,500	5.82+UJ rounded	5.82+UJ rounded	N	100	32,000	3900612016A01669
Health	503 Bruce Rosedale	01/01/14 12/31/16	O/WH	3,744	3,744	6.42+UJ rounded	6.42+UJ rounded	N	100	24,000	3900622016A07391
Health	4402 Chicot Pascagoula	01/01/14 12/31/16	O/WH	7,000	7,000	6.50+UJ	6.50+UJ	N	100	45,500	3903032016A01702
Health	522 W Park Ave Greenwood	01/01/14 09/29/15	O	3,409	3,409	7.47+J rounded	7.47+J rounded	N	100	25,450	3904212015A01835
Health	108 N Applegate Winona	01/01/14 12/31/16	O/WH	3,744	3,744	8.66+UJ rounded	8.66+UJ rounded	N	100	32,400	3904912016A01612
Health	1601 Central Ave Wiggins	01/01/14 12/31/16	O/WH	3,600	3,600	6.99+UJ rounded	6.99+UJ rounded	N	100	25,140	3906612016A01687
Health	601 E MLK Ruleville	01/01/14 12/31/16	O/WH	3,112	3,112	5.25+UJ rounded	5.25+UJ rounded	N	100	16,320	3906732016A07309
Ole Miss	Insight Park University	12/01/13 11/30/14	O	3,561	3,561	19.00 inc	19.00 inc	N	0	67,659	4303622014D07346
Rehab Services	13486 Fastway Gulfport	01/01/14 12/31/15	O	11,667	11,667	15.43+UJ rounded	15.43+UJ rounded	N	80	180,000	7252422015A01832
Rehab Services	710 Broad Columbia	01/01/14 12/31/18	O	2,500	2,500	12.00+UJ	12.00+UJ	N	80	30,000	7254612019A07213
Rehab Services	103 Bates Batesville	01/01/14 12/31/16	O	3,800	3,800	6.32+UJ rounded	6.32+UJ rounded	N	80	24,000	7255412016A07294
Rehab Services	215A Williams Picayune	01/01/14 12/31/18	O	1,750	1,750	9.75+UJ	9.75+UJ	N	80	17,063 rounded	7255512018A01732
Rehab Services	908 Washington Booneville	01/01/14 12/31/17	O	720	720	4.17+UJ rounded	4.17+UJ rounded	N	80	3,000	7255912017A00180

(b) **PARCHMAN FARMLAND**

**1. NEW LEASES:** This request from the Mississippi Department of Corrections and Mississippi State Penitentiary, Division of Agricultural Enterprises, is to award the following New Leases for the 2014 crop year. Bids were received for the Tracts listed below on November 27, 2013 with two (2) or more bids received for each Tract. The awards below are the highest bidders for each Tract, with each bidder providing the required ten-percent (10%) deposit with the bid. The Lessees listed below will be required to lease the Tracts for a minimum of three (3) years, with five (5) optional one-year renewals following the initial three (3) years.

**Sunflower County**

<u>Tract # (all or part)</u>	<u>Lessee</u>	<u>Year</u>	<u>Yearly Bid Amount</u>
2, 16, 22	Craigside Farms, Inc.	2014	\$154,401.10
30, 7 (Fields 5 & 6)	Josh Chandler	2014	\$71,418.00

**2. RENEWAL LEASES:** This request from the Mississippi Department of Corrections and Mississippi State Penitentiary, Division of Agricultural Enterprises, is to renew the following Leases for 2014. All Lessees have paid their 25% toward the renewal and taxes for 2014.

**Sunflower County**

<u>Tract # (all or part)</u>	<u>Lessee</u>	<u>Year</u>	<u>Yearly Bid Amount</u>
1	William E. Livingston, Jr.	2014	\$21,209.54
5 (fields 1, part of 4, part of 5)	William E. Livingston, Jr.	2014	\$6,186.40
39	William E. Livingston, Jr.	2014	\$2,070.00
6 & 32	Joshua Chandler	2014	\$49,514.53
27	Flat Grassy Farms	2014	\$18,926.10
19 (fields 1,2,6,7,8,9,10)	Flat Grassy Farms	2014	\$63,800.80
25			
18, 23, 24	Mask Farms Partnership	2014	\$78,780.00
10, 11, 14	Sweet Water Farms	2014	\$63,630.00
15 (fields 1,2,3,4,8,9,10)	John W. Seely	2014	\$7,100.00
31	Carlisle Farms	2014	\$44,359.20
21	Carlisle Farms	2014	\$11,725.40
26	Carlisle Farms	2014	\$18,824.00
4, 35 (fields 5 & 7)	Harvey Williamson Farms	2014	\$36,027.89

**Quitman County**

<u>Tract # (all or part)</u>	<u>Lessee</u>	<u>Year</u>	<u>Yearly Bid Amount</u>
1	Carlisle Farms	2014	\$14,629.05

**3. SUB-LEASES / ASSIGNMENTS:** This request from the Lessees listed below to assign/sub-lease the tracts listed below for the 2014 Crop Year. Any Sub-lease/Assignment is for...*an amount not to exceed the lease obligation to the State of Mississippi*....All terms and conditions, including the yearly rental amount, will remain the same as in the original Lease between the Lessee and the State of Mississippi. The Lessee and Sub-Lessee will both be responsible for the tract(s) until expiration of the lease term. Should the PPRB decide not to approve the Assignment/Sub-Lease, the Lessee will retain the tract(s) completely.

**Sunflower County**

<u>Tract # (all or part)</u>	<u>Lessee</u>	<u>Assignee</u>	<u>Year</u>	<u>Amount</u>
15 (fields 1,2,3,4,8,9,10)	John W. Seely	Flat Grassy Farms	2014	\$7,100.00
21	Carlisle Farms	Tommy Welting d/b/a Welting Farms	2014	\$11,725.40
26	Carlisle Farms	Aaron Carlisle d/b/a Dixieland Farms	2014	\$18,824.00
31	Carlisle Farms	Aaron Carlisle d/b/a Dixieland Farms	2014	\$44,359.20

(c) **PARCHMAN WIND FARMS**

Consider a request from the Mississippi Department of Corrections to enter into a long-term Lease Agreement with Nations Energy Solutions for the lease of land at Mississippi State Penitentiary for the construction of a Wind Farm, following Receipt of Proposals on October 10, 2013 and Best and Final Offers received on November 8, 2013. Two (2) proposals were received for this RFP. Both firms were interviewed and scored based on the scoring requirements in the RFP. Apex Clean Energy Holdings, LLC was higher proposer based on the minimum annual amount, but were deducted points due to the fact that Apex Clean Energy Holdings, LLC intends to construct the towers and assign the long-term management and operations to a third-party, who has not been identified at this time. The total minimum annual amount, over the test period and 25-year minimum term, was \$38,023,324.33, compared to Nations Energy Solutions which was \$36,464,400.00.

The RFP and Selection has been approved by DFA, the Mississippi Department of Corrections, and the Secretary of State pursuant to the requirements in Mississippi Code Section 47-5-64. This request is contingent upon approval of the RFP and Selection and final review and approval of the Lease Agreement by DFA, the Mississippi Department of Corrections, the Secretary of State, and the Governor's Office.

Below are the minimum annual amounts to be paid to MDOC, based upon the amount of Megawatts installed on site:

<u>YEARS</u>	<u>MW INSTALLED</u>	<u>MINIMUM AMOUNT PER MW INSTALLED</u>	<u>MINIMUM ANNUAL</u>	<u>ROYALTY PERCENTAGE</u>
1-3	Test Period	\$5,000.00 per Test Tower (2)	\$10,000.00	0%
4-11	200	\$6,670.00	\$1,334,000.00	4%
12-19	200	\$7,259.00	\$1,451,800.00	5%
20-28	200	\$7,860.00	\$1,572,000.00	6%
29-40 (Optional)	200	\$7,860.00	\$1,572,000.00	6%

Noted Provisions in the Lease:

- Lessee shall have up to three (3) years for testing, during which time the Lessee may opt to terminate the Lease Agreement at no penalty, and remove all equipment from the site. Should the Lessee determine to construct permanent towers on site prior to the three (3) year testing expiration, the Minimum Annual Payment or Royalty Percentage of Gross Revenues will begin once tower construction is complete. Should the Lessee opt to continue leasing the land upon the expiration of the three (3) year test period, the Lessee will be obligated for all rental amounts for the next twenty-five (25) years.
- Lessee shall be required to provide and maintain, throughout the term of the Lease, a removal and restoration bond in an amount based upon the total number of towers installed or placed on site.
- Annual rental payments shall be based on the greater of 1) The Minimum Annual Amounts shown above, or 2) The Royalty Percentage shown above, based on gross revenues.
- The estimated construction time frame for all 200 MW installed is 9-10 months following the Lessee's election to construct permanent towers on site.

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, DECEMBER 04, 2013**

**BID AWARD FOR PPRB APPROVAL**

**GS# 106-237**

**Harrison Renov.-Exp.PH I**

**Mississippi Valley State University**

**(Itta Bena, Mississippi)**

The Bureau of Building, Grounds and Real Property Management requests approval of the following:  
Contractor: Award to Evan Johnson & Sons Construction Company, Inc., Brandon, Mississippi, in the amount of \$15,692,000.00 (Lowest of 3 bids received).

**Scope:**

Construction, renovation and expansion of the R.W. Harrison Health, Physical Education and Recreation Complex at the Itta Bena Campus of Mississippi Valley State University. Phase I of the project will include an addition to the existing complex of a multi-purpose space capable of supporting academic, athletic, recreational and assembly functions as well as modifications to existing facility to support new program areas.

## AGENDA

### PUBLIC PROCUREMENT REVIEW BOARD

WEDNESDAY, DECEMBER 04, 2013

#### **Ratification 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 requests ratification of 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 November 1, 2013 through November 30, 2013.

#### **Construction Awards under \$5,000,000.00**

1. **GS# 107-311** Music Hall West Wing Renov. –University of Mississippi (GC001) — Award to D. Carroll Construction, LLC, Oxford, Mississippi, in the amount of \$2,566,500.00 (Lowest of 7 bids received)
2. **GS# 203-050** Campus ADA Renovations – East Central Community College (GC001) – Award to Coleman Hammons Construction Co., Inc., Pearl, Mississippi, in the amount of \$432,000.00 (Lowest of 2 bids received)
3. **GS# 601-119** Park Renovations - North – Department of Wildlife, Fisheries and Parks (OC001) — Award to C I G Contractors, Inc., Corinth, Mississippi, in the amount of \$38,700.00 (Lowest of 2 quotes received)

#### **Furniture & Equipment Awards under \$2,000,000.00**

1. **GS# 105-343** Lee Hall Renovation – Mississippi State University (FE001) — Award to Sullivan's Office Supply, Starkville, Mississippi, in the amount of \$176,881.60 (State Contract #5-420-21159-13)
2. **GS# 331-164** Dist 2 Substation - Leflore – Department of Public Safety (FE001) – Award to Office Innovations, Ridgeland, Mississippi, in the amount of \$179,793.68 (State Contract #5-420-27646-13; #5-420-05214-13; #5-420-25288-13)

#### **ITS Awards**

1. **GS# 102-237** Caylor White Walters – PH III – Delta State University (SC004) — Award to Business Communications, Inc., Dallas, Texas, in the amount of \$27,375.00 (CP-1 20140201)
2. **GS# 102-237** Caylor White Walters – PH III – Delta State University (SC005) — Award to Business Communications, Inc., Dallas, Texas, in the amount of \$50,032.00 (CP-1 20140205)

3. **GS# 103-267** Alexander Ctr. Renov. – PH I – Jackson State University (SC001) — Award to James Self, Inc., Pearl, Mississippi, in the amount of \$49,840.60 (CP-1 20140214)
4. **GS# 105-343** Lee Hall Renovation – Mississippi State University (SC002) — Award to Business Communications, Inc., Dallas, Texas, in the amount of \$101,170.00 (CP-1 20140219)
5. **GS# 105-343** Lee Hall Renovation – Mississippi State University (SC003) — Award to Xerox Audio Visual Solutions, Norcross, Georgia, in the amount of \$49,282.00 (CP-1 20140217)
6. **GS# 106-250** James Hall Renov.(EMER) – Mississippi Valley State University (SC001) — Award to McInnis Electric Co, Byram, Mississippi, in the amount of \$41,886.98 (CP-1 20140188)
7. **GS# 106-250** James Hall Renov.(EMER) – Mississippi Valley State University (SC002) — Award to James Self, Inc., Pearl, Mississippi, in the amount of \$9,464.00 (CP-1 20140224)
8. **GS# 411-097** New Dietary Facility – East Mississippi State Hospital (SC004) — Award to James Self, Inc., Pearl, Mississippi, in the amount of \$2,550.40 (CP-1 20140199)
9. **GS# 411-097** New Dietary Facility – East Mississippi State Hospital (SC005) — Award to James Self, Inc., Pearl, Mississippi, in the amount of \$2,939.78 (CP-1 20140244)
10. **GS# 421-091** IT – Health Records System – Boswell Regional Center (SC001) — Award to Rj Young Co-Nashville, Nashville, Tennessee, in the amount of \$41,593.68 (CP-1 20140190)
11. **GS# 502-032** Interior Renovations – Mississippi Industries for the Blind (SC017) – Award to Venture Technologies, Birmingham, Alabama, in the amount of \$5,510.00 (CP-1 20140211)

### **WebProcure Contracts**

#### **Mississippi Department of Wildlife, Fisheries and Parks Contract**

Title – RV Campground Construction

Contract Number – 46414014

Contractor – Parsons Earthworks, Inc.

Contract Amount - \$514,805.00

Scope – RV campground construction for Trace State Park

Lowest of 9 Bids Received

#### **Mississippi Department of Wildlife, Fisheries and Parks Contract**

Title – Great River Road Construction

Contract Number – 46413002

Contractor – Jackson Construction of Grenada, Inc.

Contract Amount - \$332,870.50 (\$305,500.00 + \$27,370.50)

Scope – Playground Construction

Change Order #1





STATE OF MISSISSIPPI  
GOVERNOR PHIL BRYANT

DEPARTMENT OF FINANCE AND ADMINISTRATION

KEVIN J. UPCHURCH  
EXECUTIVE DIRECTOR

# NOTICE

A Regular Meeting of the

## **PUBLIC PROCUREMENT REVIEW BOARD**

will be held Wednesday, December 04, 2013, 2:00 p.m. in the  
13<sup>th</sup> floor Conference Room of the  
Woolfolk State Office Building

**PUBLIC PROCUREMENT REVIEW BOARD**

**SPECIAL MEETING**

**FRIDAY, DECEMBER 06, 2013**

A special meeting of the Public Procurement Review Board was held at 3:00 p.m. in the 13<sup>th</sup> floor Conference Room of the Woolfolk State Office Building located in Jackson, Mississippi.

**PRESENT**

Mr. Freddie M. "Flip" Phillips, Vice Chairman  
Mr. Charles R. Snowden, Member

**OTHERS**

Ms. Monica Ritchie, Director of the Office of Purchasing and Travel, DFA  
Mr. Lance Fulcher, Director of the Office of Purchasing, Travel and Fleet Management, DFA  
Ms. Aubrey Leigh Goodwin, Special Assistant Attorney General, DFA  
Ms. Melody Coulson, PPRB Recorder, DFA

**ABSENT**

Mr. Kevin J. Upchurch, Chairman

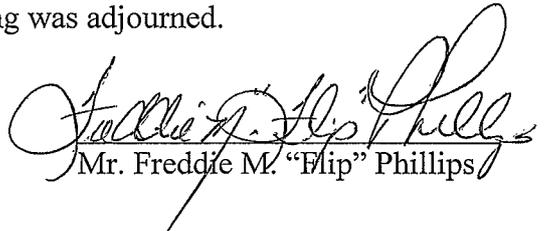
The Vice Chairman called the meeting to order and commenced the meeting with prayer.

**OFFICE OF PURCHASING, TRAVEL & FLEET MANAGEMENT (OPTFM)**

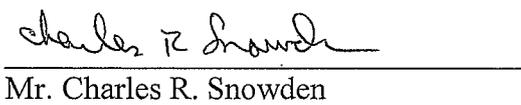
Ms. Ritchie presented the following:

1. A request on behalf of the Mississippi State University (MSU) for approval to deviate from Chapter 8, Disposal of Personal Property, of the Procurement Manual. MSU would like to sell the football helmets that were used in the 2013 Egg Bowl game. When selling items, the Manual allows for sealed bids, public auction and private treaty sales. MSU believes that a sealed bid or auction method could reap dollar amounts below what they are seeking and would take 2-3 weeks for the purchaser to obtain the helmets. Section 8.101.04.1 of the Procurement Manual states that a private treaty sale can take place without advertising "*when the agency determines the value of the state-owned property is less than \$1,000.*" MSU would like to deviate from this regulation since they believe the overall value of the helmets is over \$1,000. They believe this proposed method of sale is the superior method to use in this unique situation. Mr. Snowden made the motion to approve. Mr. Phillips seconded and the motion carried.

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



Mr. Freddie M. "Flip" Phillips



Mr. Charles R. Snowden

**AGENDA**

**PUBLIC PROCUREMENT REVIEW BOARD**  
**Special Meeting**  
**2:00 p.m.**

**FRIDAY, DECEMBER 6, 2013**

**I. OFFICE OF PURCHASING, TRAVEL AND FLEET MANAGEMENT**

Ms. Monica Ritchie, Director of the Office of Purchasing and Travel, Request the following:

- Approval to deviate from Chapter 8 of the Procurement Manual by MSU

**II. NEXT MEETING DATE**

Regular Meeting, Wednesday, January 08, 2014

**OFFICE OF PURCHASING AND TRAVEL  
PUBLIC PROCUREMENT REVIEW BOARD  
SPECIAL MEETING AGENDA  
December 6, 2013**

1. Mississippi State University is requesting approval to deviate from Chapter 8, Disposal of Personal Property, of the Procurement Manual. They would like to sell the football helmets that were used in the 2013 Egg Bowl game. When selling items, the manual allows for sealed bids, public auction and private treaty sales. They believe that a sealed bid or auction method could reap dollar amounts below what they are seeking and would take 2-3 weeks for the purchaser to obtain the helmets. Section 8.101.04.1 of the Procurement Manual states that a private treaty sale can take place without advertising "*when the agency determines the value of the state-owned property is less than \$1,000.*" MSU would like to deviate from this regulation since they believe the overall value of the helmets is over \$1,000. They believe this proposed method of sale is the superior method to use in this unique situation.



# Mississippi State UNIVERSITY

December 4, 2013

To: Public Procurement Review Board

From: Don Buffum, CPPO *DB*

Subject: Approval to deviate from Procurement Manual

This memorandum is to request approval for MSU to deviate from the guidelines set forth in the Procurement Manual for the sale of football helmets worn during the 2013 Egg Bowl football game.

The basis of this request is as follows:

Section 29-9-9 of the Mississippi Code requires the approval of DFA and the State Auditor prior to the sale of any personal property, however, the statute does not set forth the guidelines for these sales. Chapter 8 of the Procurement Manual actually sets forth the methods for disposal of such property. The manual allows for sealed bids, public auction and private treaty sales. The private treaty sales are limited to sales wherein the item or group of items is less than \$1,000. In addition, Section 2.101.02 of the Procurement Manual gives the Public Procurement Review Board the authority to approve deviations from the regulations when it is determined to be in the best interest of the state.

MSU has 100 football helmets we would like to sell at a set price of \$595, which will include shipping and handling. The helmets were originally purchased for about \$389/each and we had them repainted for \$98/each, thus, MSU has about \$487 in each helmet. It is our belief that the basic value of the helmets is below the purchase price as they have been used, however, since they were used in a significant game, it is hoped that fans will be willing to pay a premium to purchase the items as souvenirs. While we may not sell all of the helmets, we hope there is enough interest to sell a portion of them and return the revenue to the equipment budget. Those helmets that are not sold will continue to be used by our Athletic Department.

We believe the propose method of sale is superior, in this unique situation, to the methods authorized by the manual. A sealed bid or auction method could reap dollar amounts below what we are seeking and would take 2-3 weeks for the purchaser to obtain the helmets. We believe that there will be more interest if we can advertise the sale of the helmets at a pre-determined price with a known delivery time.

May we sell the helmets as set forth in this memorandum? Please let me know if you have any questions or if I can assist in any way. Thank you for your consideration of our request.





STATE OF MISSISSIPPI  
GOVERNOR PHIL BRYANT

DEPARTMENT OF FINANCE AND ADMINISTRATION

KEVIN J. UPCHURCH  
EXECUTIVE DIRECTOR

# NOTICE

A Special Meeting of the

## **PUBLIC PROCUREMENT REVIEW BOARD**

will be held Friday, December 06, 2013, 2:00 p.m. in the  
13th floor Conference Room  
Woolfolk State Office Building

Agenda: Approval of Contract for OPT and Miscellaneous

**PUBLIC PROCUREMENT REVIEW BOARD**

**SPECIAL MEETING**

**WEDNESDAY, DECEMBER 11, 2013**

A special meeting of the Public Procurement Review Board was held at 11:30 a.m. in the 13<sup>th</sup> floor Conference Room of the Woolfolk State Office Building located in Jackson, Mississippi.

**PRESENT**

Mr. Kevin J. Upchurch, Chairman  
Mr. Freddie M. "Flip" Phillips, Vice Chairman

**OTHERS**

Mr. Lance Fulcher, Director of the Office of Purchasing, Travel and Fleet Management, DFA  
Ms. Monica Ritchie, Director of the Office of Purchasing and Travel, DFA  
Ms. Aubrey Leigh Goodwin, Special Assistant Attorney General, DFA  
Ms. Melody Coulson, PPRB Recorder, DFA

**ABSENT**

Mr. Charles R. Snowden, Member

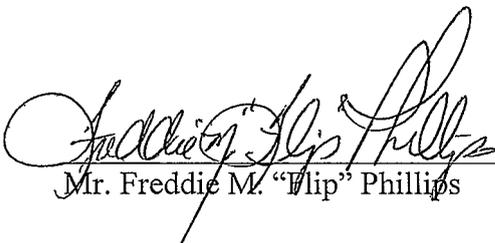
The Chairman called the meeting to order and commenced the meeting with prayer.

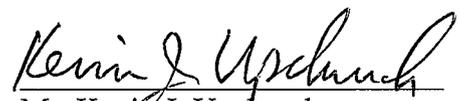
**OFFICE OF PURCHASING, TRAVEL & FLEET MANAGEMENT (OPTFM)**

Ms. Ritchie presented the following:

1. A request on behalf of the Department of Public Safety (DPS) for approval of a bid award for a one-time purchase to American Eurocopter Corporation, in the amount of \$4,890,000, for Helicopters. DPS completed a competitive bid for the purchase of one helicopter with the option to purchase an additional helicopter at the same price. They have decided to purchase two helicopters. Mr. Phillips made the motion to approve. Mr. Upchurch seconded and the motion carried.
2. A request on behalf of the University of MS Medical Center (UMMC) for approval of a bid award to Zimmer US, Inc., in the amount of \$15,568,800.00, for Joint Components for the hip and knee. Mr. Phillips made the motion to approve. Mr. Upchurch seconded and the motion carried.
3. A request on behalf of the University of MS Medical Center (UMMC) for approval of a bid award to Depuy Synthes Total Joint, in the amount of \$15,568,800.00, for Joint Components for the hip and knee. Mr. Phillips made the motion to approve. Mr. Upchurch seconded and the motion carried.

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

  
Mr. Freddie M. "Flip" Phillips

  
Mr. Kevin J. Upchurch

**AGENDA**

**PUBLIC PROCUREMENT REVIEW BOARD**  
**Special Meeting**  
**11:30 a.m.**

**WEDNESDAY, DECEMBER 11, 2013**

**I. OFFICE OF PURCHASING, TRAVEL AND FLEET MANAGEMENT**

Ms. Monica Ritchie, Director of the Office of Purchasing and Travel, Request the following:

- Approval of a purchase by Department of Public Safety
- Approval of 2 bids by University of Mississippi Medical Center

**II. NEXT MEETING DATE**

Regular Meeting, Wednesday, January 08, 2014

**OFFICE OF PURCHASING AND TRAVEL  
PUBLIC PROCUREMENT REVIEW BOARD  
MEETING AGENDA  
December 11, 2013**

- 1. REQUESTING AGENCY: Department of Public Safety  
CONTRACTOR: American Eurocopter Corporation  
AMOUNT OF CONTRACT: \$4,890,000  
TERM OF CONTRACT: One time purchase  
SCOPE OF CONTRACT: Helicopters  
PURCHASE METHOD (PROPOSALS, SINGLE SOURCE, ETC): Competitive Bid, one bid received  
COMMENTS: DPS completed a competitive bid for the purchase of one helicopter with the option to purchase an additional helicopter at the same price. They have decided to purchase two helicopters.  
COMPLIANCE WITH PROCEDURES (YES, NO): Yes  
If no, explanation:  
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.**
- 2. REQUESTING AGENCY: University of MS Medical Center  
CONTRACTOR: Zimmer US, Inc.  
AMOUNT OF CONTRACT: \$15,568,800  
TERM OF CONTRACT: December 11, 2013 thru December 31, 2016  
SCOPE OF CONTRACT: Joint components  
PURCHASE METHOD (PROPOSALS, SINGLE SOURCE, ETC): Competitive Bid  
COMMENTS: Agency contract for the purchase of lower extremity total joint components parts to be used in replacement of revision of hip and knee joints.  
COMPLIANCE WITH PROCEDURES (YES, NO): Yes  
If no, explanation:  
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.**
- 3. REQUESTING AGENCY: University of MS Medical Center  
CONTRACTOR: Depuy Synthes Total Joint  
AMOUNT OF CONTRACT: \$15,568,800  
TERM OF CONTRACT: December 11, 2013 thru December 31, 2016  
SCOPE OF CONTRACT: Joint components  
PURCHASE METHOD (PROPOSALS, SINGLE SOURCE, ETC): Competitive Bid  
COMMENTS: Agency contract for the purchase of lower extremity total joint components parts to be used in replacement of revision of hip and knee joints.  
COMPLIANCE WITH PROCEDURES (YES, NO): Yes  
If no, explanation:  
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.**





STATE OF MISSISSIPPI  
GOVERNOR PHIL BRYANT

DEPARTMENT OF FINANCE AND ADMINISTRATION

KEVIN J. UPCHURCH  
EXECUTIVE DIRECTOR

# NOTICE

A Special Meeting of the

## **PUBLIC PROCUREMENT REVIEW BOARD**

will be held Wednesday, December 11, 2013, 11:30 a.m. in the  
13th floor Conference Room  
Woolfolk State Office Building

Agenda: Approval of Contract for OPT and Miscellaneous

**PUBLIC PROCUREMENT REVIEW BOARD**

**SPECIAL MEETING**

**TUESDAY, DECEMBER 31, 2013**

A special meeting of the Public Procurement Review Board was held at 11:30 a.m. in the 13<sup>th</sup> floor Conference Room of the Woolfolk State Office Building located in Jackson, Mississippi.

**PRESENT**

Mr. Freddie M. "Flip" Phillips, Vice Chairman  
Mr. Charles R. Snowden, Member

**OTHERS**

Mr. Glenn R. Kornbrek, Director of the Bureau of Building, Grounds and Real Property Management, DFA  
Ms. Monica Ritchie, Director of the Office of Purchasing and Travel, DFA  
Ms. Aubrey Leigh Goodwin, Special Assistant Attorney General, DFA  
Ms. Delores Douglas, PPRB Recorder, DFA

**ABSENT**

Mr. Kevin J. Upchurch, Chairman

The Vice Chairman called the meeting to order and commenced the meeting with prayer.

**BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT**

Mr. Snowden presented the following:

1. The Board reviewed a New Lease. Mr. Snowden explained the lease. Mr. Snowden made the motion to approve the New Lease as recommended by the Division of Real Property Management, contingent upon a fully executed lease. Mr. Phillips seconded, and the motion carried.

Mr. Kornbrek presented the following:

1. A request for approval of a site selection and transfer of site by the Department of Finance and Administration (DFA) to the State Board of Community and Junior Colleges (CJC) for purposes of construction of a new headquarters. Senate Bill 3083 authorized the transfer of the property to the CJC with the approval of DFA in 2009. It was recently discovered that such approval had never been sought by the CJC and so the State Board is formally requesting such approval. Mr. Snowden made the motion to approve. Mr. Phillips seconded and the motion carried.

**OFFICE OF PURCHASING, TRAVEL & FLEET MANAGEMENT (OPTFM)**

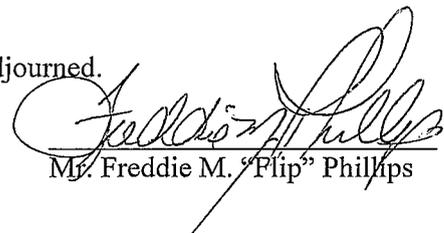
Ms. Ritchie presented the following:

1. A request on behalf of the MS Department of Health (MDH) for approval of a bid award to Mead Johnson & Company, LLC, in the amount of \$14,664,841.50, from February 1, 2014 through June 30, 2016, for milk and soy based formula for the WIC program. This was a re-bid. MDH received 3 bids. Mead Johnson was the low bidder. The other 2 bidders were deemed non-responsive. Mr. Snowden made the motion to approve. Mr. Phillips seconded and the motion carried.

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



Mr. Charles R. Snowden

  
Mr. Freddie M. "Flip" Phillips

## **AGENDA**

### **PUBLIC PROCUREMENT REVIEW BOARD**

**Special Meeting**

**11:30 a.m.**

**TUESDAY, DECEMBER 31, 2013**

#### **I. BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT**

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

- Approval of new lease for the Mississippi Secretary of State
- Approval of site selection and transfer of site by DFA to the State Board CJC for purposes of construction of a new headquarters

#### **II. OFFICE OF PURCHASING AND TRAVEL AND FLEET MANAGEMENT**

Ms. Monica Richie, Director of Purchasing and Travel requests approval of the following:

- Approval to purchase from Mead Johnson for the WIC program.

#### **III. NEXT MEETING DATE**

Regular Meeting, Wednesday, January 08, 2014

RPM-5

New Lease No. \_\_\_\_\_

PPRB Date \_\_\_\_\_

LEASE AGREEMENT

State of Mississippi Standard Form

This Lease Agreement entered into on this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, which is on or after the date the Public Procurement Review Board approved this Lease by and between **Mattiace Office Company, LLC**, whose address is **125 South Congress Street, Suite 1800, Jackson, Mississippi, 39201**, (hereinafter referred to as the Lessor), and the **Secretary of State's Office**, whose address is **Post Office Box 136, Jackson, Mississippi, 39205**, (hereinafter referred to as the Lessee). The terms Lessor and Lessee shall include, whenever the context admits or requires, singular or plural, the heirs, legal representatives, successors and assigns of the respective parties.

WITNESSETH

FOR AND IN CONSIDERATION of the rental, covenants and conditions hereinafter stipulated to be paid and performed by Lessee, Lessor does hereby demise and let unto Lessee and Lessee does hereby accept and let from Lessor, the following described property situated in the City of **Jackson, County of Hinds, State of Mississippi**, described as follows, to-wit:

This lease total is equal to 31,417 rentable square feet, which is made up of the sixteenth floor (14,208 square feet) and seventeenth floor (14,208 square feet) ("Demised Premises"), a portion of the first floor (1,438 square feet), and 1,563 of common area allocation square footage of the Capital Towers Building ("Building") located at 125 South Congress Street, Jackson, Mississippi 39201.

SECTION 1. The Primary Term of this Lease (defined for the purpose of this Lease as that period of time for which rent is to be paid) shall begin on April 3, 2014 and end on April 30, 2019, with an option to renew for up to five (5) additional one year terms with tenant taking occupancy upon completion of construction and the obtaining of a certificate of occupancy of premises. With written approval from the Public Procurement Review Board, Lessee may exercise its option to renew each one year option term upon written notice to Lessor stating that Lessee desires to exercise such option on or before the date that is six (6) months prior to the commencement of such one year term. If Lessee elects not to exercise any one year option term, then all subsequent one year option terms shall expire and be of no further force and effect. Lessor will complete the Demised Premises according to the attached Exhibits and tender possession of the Demised Premises to Lessee when the work to be performed by Lessor has been completed and a certificate of occupancy has been issued by the City of Jackson ("Completion").

The Lessor agrees that should the above described space not be prepared for occupancy in accordance with the specifications agreed between the Lessor and Lessee on or before the first day of the primary term of this lease, the commencement date of the primary term and the commencement of the payment of rent will be delayed accordingly. Lessee may terminate this Lease Agreement should Lessor not obtain a certificate of occupancy by June 1, 2014, which termination will be effective on the date on which Lessor receives written notice from Lessee; provided, however, if Lessor obtains a certificate of occupancy prior to the date on which Lessor receives such written notice from Lessee, then the termination shall not be effective.

SECTION 2. The Lessee agrees to pay Lessor for the Demised Premises on a monthly basis at the beginning of the month, pursuant to the following schedule:

Years 1 - 5 April 3, 2014 - April 30, 2019 \$11.00 per square foot for 31,417 square feet or \$345,587.00 per year;  
Year 6 (starting May 1, 2019) \$12.50 per square foot for 31,417 square feet or \$392,712.50 per year;  
Year 7 (starting May 1, 2020) \$12.80 per square foot for 31,417 square feet or \$402,137.60 per year;  
Year 8 (starting May 1, 2021) \$13.50 per square foot for 31,417 square feet or \$424,129.50 per year;  
Year 9 (starting May 1, 2022) \$13.93 per square foot for 31,417 square feet or \$437,638.81 per year;  
Year 10 (starting May 1, 2023) \$14.00 per square foot for 31,417 square feet or \$439,838.00 per year.

With written approval from the Public Procurement Review Board, Lessee may increase the space included in the Demised Premises by adding approximately 7,800 rentable square feet on the eighteenth (18<sup>th</sup>) floor of the Building currently occupied by The Mattiace Company and its affiliates. The additional space will be added to the Demised Premises on the date that is one hundred fifty (150) days after Lessor receives written notice from Lessee. The additional premises will be taken by Lessee in its then-current condition but which condition shall be of a quality that is not less than the quality of the Demised Premises upon Completion. The

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rent rate will match that of the initial space at the time of notice during the primary term or any extension thereof. Subject to availability and the existing rights of current lessees and with written approval from the Public Procurement Review Board, Lessee will also have a continuing first right of refusal to lease an additional 7,700 rentable square feet on floors 15 or 18 in the Building when, and if such space becomes available or such other space in the Building which may become available. Lessor shall notify Lessee when such space becomes available and Lessee shall have thirty (30) days to elect to Lease such Premises. In the event Lessee chooses to exercise its first right of refusal, Lessor and Lessee shall work to complete a lease modification agreement outlining the terms for such space within thirty (30) days of Lessee's election. Lessor will have 90 to 120 days to complete build out in comparable quality and quantities of light fixtures, doors, wall coverings, ceilings, floor covering, duplex power outlets, and all other improvements as more fully detailed in Exhibit C attached hereto. The rent rate for additional space will match that of the initial space at the time of occupancy during the primary term or any extension thereof.

Lessee shall pay escalations as provided in Section 7 below.

Repairs and Maintenance will be performed by the Lessor at Lessor's expense as needed. If repairs are not made within ten (10) days after Lessor receives written notice from Lessee (which notice shall state the repair that is needed) and Lessor is not diligently working to cure such repair including but not limited to ordering necessary parts or materials, then Lessee, at its option, will follow state procurement regulations regarding quotes or bids and may pay to have said repair made and deduct the cost of such repair from the rent owed to Lessor. Notwithstanding the foregoing, if the failure to make any repair would prevent Lessee from operating its business is not made within five (5) business days after Lessor receives written notice from Lessee (which notice shall state the repair that is needed and shall state that Lessee is not able to operate its business), then Lessee, at its option, will follow state procurement regulations regarding quotes or bids and may pay to have said repair made and deduct the cost of such repair from the rent owed to Lessor. Notwithstanding the foregoing, in the event of a power failure and a failure of the emergency generator to perform resulting in failure of Lessee to be able to operate its computer system, then Lessee may make other arrangements for emergency power without notice to Lessor.

Any delay beyond April 3, 2014 of Completion in accordance with the plans and specifications attached as Exhibits C, D and J that is not caused by Lessee's delay will cause reduction of the rent as prescribed in Sections 1 and 2 equaling the monthly rent pro-rated by day until Completion. In the case of any delay beyond April 22, 2014 of Completion that is not caused by Lessee's delay, Lessor shall pay liquidated damages for actual costs of expenses including rents or penalties not to exceed two thousand five hundred eighty dollars and 65/100 (\$2,580.65) per day.

Any delay beyond ~~June 1, 2014~~ of obtaining Completion that is not caused by Lessee's delay will provide Lessee an option to terminate this lease agreement which will be effective on the date on which Lessor receives written notice from Lessee; provided, however, if Lessor obtains Completion prior to the date on which Lessor receives such written notice from Lessee, then the termination shall not be effective.

**SECTION 3.** The Lessee shall have, hold and use the Demised Premises solely for the purposes of conducting the business activities of **Mississippi Secretary of State's Office.**

**SECTION 4.** The Lessee will, at all times, attempt to act in a prudent manner to conserve the amount of utilities consumed. The Lessor shall furnish and pay for, as and when due, all utilities consumed or used incidentally to the Demised Premises, such as electricity, gas, water, sewer and all other public utilities of every nature, kind and description, as stated in **RFP 06-06-13 (Exhibit A), Original Proposal in response to Request for Proposal (Exhibit B), and Best and Final Offer (Exhibit E).**

**SECTION 5.** The Lessee will, at all times, take good and ordinary care and precaution for the preservation of the Demised Premises. The Lessor shall furnish the following maintenance and janitorial services:

- (a) Lessor to provide all janitorial services (dusting, general cleaning) in accordance with the terms within Exhibits A, B, & E.
- (b) Regular maintenance of lighting is required. Lessor shall supply at Lessor's expense all bulbs, lamps, tubes and starters needed for light fixtures.
- (c) Exterior windows will be cleaned at least annually, with the first being completed prior to occupancy.
- (d) Lessor will provide at its expense complete carpet cleaning of entire occupancy every twelve months, with spot cleaning as needed regularly. Lessor will replace damaged carpet tiles, as needed.
- (e) Lessor will repaint any portions of the Demised Premises that need repainting in Lessor's reasonable discretion during the first (1<sup>st</sup>) month of the sixth (6<sup>th</sup>) year of the Lease Term. Lessee shall pay the cost of such repainting in excess of \$25,000.

A copy of the generator report of current condition is attached as Exhibit L. Lessor will conduct a semiannually inspection of the generator.

A copy of the roof inspection obtained by Lessor is attached as Exhibit M. Lessor will make all repairs to the roof prior to  
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occupancy to address all issues provided in Exhibit M and render a report to Lessee of the completed repairs.

Lessor shall also complete window repairs and re-sealing prior to completion of construction of the Demised Premises.

Lessor will complete building lobby remodeling prior to occupancy. This will be considered part of the required construction in SECTION 2 above.

Lessor will complete renovation of garage structure lighting in accordance with Exhibit K prior to occupancy.

Lessor will replace all windows which do not provide clear and unobstructed glass prior to occupancy.

SECTION 6. The Lessor shall pay, during the term of this Lease and any extended term hereof, all state, county and city ad valorem taxes and special assessments assessed against the property herein demised excluding any such taxes as may be assessed against Lessee's fixtures and equipment used in the Demised Premises.

SECTION 7. Lessee will pay escalations to Lessor in accordance with the State of Mississippi Standard Escalation Agreement provided in Attachment B of Exhibit A.

SECTION 8. Any notice required to be given by either party to the other party under the terms of this Lease shall be served upon such party by United States Certified Mail, as follows:

To Lessor: Mattiace Office Company, LLC  
125 South Congress Street, Suite 1800  
Jackson, Mississippi 39201

To Lessee: Mississippi Secretary of State's Office  
Post Office Box 136  
Jackson, Mississippi 39201

SECTION 9. It is expressly understood and agreed that the Lessee's assumption of occupancy and the payment of rent is conditional on the receipt of Federal and/or State funds, and in the event of a discontinuance or decrease in Federal and/or State funds for any cause necessitating a reduction in the Lessee's staff or need for space, the Lessee's obligation for the payment of rent shall be diminished in proportion to the reduction in space without penalty or interest or the Lease may be terminated at Lessee's option. The Lessee shall notify the Lessor at least thirty (30) days in advance of any reduction in space or termination of the Lease necessitated by the discontinuance or decrease in Federal and/or State funds.

SECTION 10. It is distinctly understood and agreed by and between the parties hereto that in the event space becomes available to the Lessee herein in any State-owned building and a requirement is made by the State, this Lease shall be terminated within thirty (30) days from and after the date of written notice of termination of said Lease by the Lessee to the Lessor and the terms contained herein shall become null and void without further consideration by Lessee.

SECTION 11. The Lessee shall not, without the previous consent in writing of the Lessor, assign this Lease or sublet the whole or any part of the Demised Premises or any part thereof to be used or occupied by others, which consent by Lessor shall not be unreasonably withheld. In the event Lessor consents to any such assignment or subletting, Lessee shall remain and continue primarily liable for the performance of the covenants and obligations on his part to be performed under this Lease during the primary or any extended term hereof.

SECTION 12. The Lessor agrees to keep the building improvements erected on the Demised Premises insured against loss or damage by fire and all standard extended coverage perils for the full, fair insurable value thereof in a solvent and responsible company or companies authorized to do business in the State of Mississippi. The Lessor agrees to hold Lessee harmless and indemnified against any liability for injury or death to any person or damage to property in or upon the Demised Premises not caused directly by an act or omission of the Lessee or employee, agent, or patron of the Lessee.

SECTION 13. At the expiration of the tenancy hereby created and any extended term thereof, Lessee shall surrender the Demised Premises in the same condition as the Demised Premises were in upon delivery of possession thereto under this Lease, reasonable wear and tear excepted, and damage by unavoidable casualty excepted. Lessee's obligation to observe or perform this covenant shall extend past the expiration or other termination of this Lease for not more than thirty (30) days. Any claims of Lessor against Lessee under this section must be delivered in writing to the Lessee as specified in Section 8 no later than thirty (30) days after the expiration or termination of this Lease.

SECTION 14. The Lessor covenants to keep and maintain, at Lessor's expense, said Demised Premises and facilities in a state of tenantable repair during the term of the Lease. Lessor shall not be called upon to make any such repairs occasioned by the acts of negligence of the Lessee, its agents, patrons, or employees, except where covered under Lessor's fire and extended coverage {JX083770.7}

insurance. Lessor shall supply at Lessor's expense all filters, freon, and parts for the heating and cooling equipment and all bulbs, lamps, tubes and starters needed for light fixtures. All repairs at Lessor's expense shall include, but not be limited to

- (1) keeping the heating and cooling equipment operational so that temperatures remain between 68 and 78 degrees Fahrenheit and maintain a constant temperature between 65 and 68 degrees Fahrenheit with a 0 percent humidity within Data Center;
- (2) maintaining elevators so as to operate safely;
- (3) maintaining all doors, locks and security equipment to operate properly;
- (4) maintaining all electrical equipment and plumbing pipes and fixtures to operate properly;
- (5) maintaining all fire and safety equipment as required by local code;
- (6) maintaining roof and exterior of building to prevent leaking water (see attached Exhibit I);
- (7) ongoing scheduled testing and maintenance of the generator to ensure system reliability; and
- (8) ongoing scheduled testing and maintenance of the datacenter's fire suppression system.

Should at any time during the term of this Lease, hazardous material, chemical, or odor be discovered in the leased building in amounts determined by the Mississippi Department of Environmental Quality to be unacceptable, the Lessor will have sixty (60) days from the date of written notice by the Lessee to satisfactorily dispose of the hazardous material, chemical, or odor or the Lessee may terminate the Lease after sixty (60) days with no penalty to the Lessee; provided, however, if such condition cannot be cured with sixty (60) days, then such period shall be extended for a reasonable time as long as Lessor promptly completes such cure using commercially reasonable efforts.

SECTION 15. Should the building be totally or substantially destroyed by fire, the elements or otherwise, so as to render the Demised Premises untenable, either party shall have the option to cancel the remaining portion of this Lease and/or of any extended term or period hereof. Lessee shall have no obligation to pay rent of any nature so long as the Demised Premises is untenable. Lessor may offer comparable space under the same terms and conditions as this Lease, subject to Lessee's approval.

SECTION 16. Failure on the part of the Lessee to pay any installment of rent when the same comes due and payable, or failure of either Lessee or Lessor promptly and faithfully to keep and perform each and every covenant agreed and stipulated herein on the part of the Lessee or Lessor to be kept and performed, shall at the option of the Lessor or Lessee cause a forfeiture of this Lease.

Nothing contained in the foregoing paragraph shall be construed to waive either party's right to cancel this Lease in the event of any forfeiture or breach on the part of the other party hereto, all of which rights or cancellation are herein specifically reserved.

Prior to a declaration of forfeiture for default in payment of rent or additional rent, Lessor shall give to Lessee notice in writing thirty (30) days prior thereto in the manner provided for by Section 8 hereof, during which time Lessee may purge itself of the grounds of forfeiture by paying such rent. As to default by Lessee in performing covenants other than for payment of rent prior to a declaration of forfeiture, Lessor shall give to Lessee notice in writing thirty (30) days prior thereto in the manner provided for by Section 8 during which time Lessee may purge itself of the grounds of forfeiture by curing the stated grounds of forfeiture within such thirty (30) days or within such longer term as may be reasonably necessary to cure such defect.

SECTION 17. Lessor covenants that the Lessee, on paying the rent herein determined, and performing the covenants and agreements hereof, shall peaceably have, hold and enjoy the Demised Premises and all rights, easements and privileges belonging or otherwise pertaining thereto, during the full term of this Lease, and any extension thereof.

SECTION 18. Lessor will provide, at Lessor's expense, a designated level or levels for one hundred (100), reserved contiguous parking spaces for the Secretary of State's Office personnel. Structured parking area sufficient for the operation of said Agency on the Demised Premises will be in accordance with Exhibits A and K without additional cost to Lessee. Lessor will maintain such parking structure throughout the term of this Lease, and any extension thereof, in a serviceable condition. Lessor will reserve 100 spaces marked reserved for Lessee on the designated levels 8 and/or 9 or other covered parking spaces and three marked reserved for lessee visitors on first level exclusively for the Lessee. Lessor will maintain such parking structure throughout the term of this Lease and any extension thereof in a serviceable condition, clean and free of trash and debris. Lessee will be given 24 hour a day access to the parking garage. Lessor will provide uniformed security guard for the parking garage as stated in Section 27.

SECTION 19. Lessor hereby grants to Lessee the right and option to extend this Lease **or any additional term thereof** for a further term of up to three (3) months commencing at the expiration of the original term or any extension thereto; provided, however, that written notice of the exercise of such option shall be given by Lessee to Lessor at least **ninety (90)** days before the expiration of the term or applicable extension of this Lease. Such extension shall be at the same annual rental rate and escalations as that provided herein for the last year of the original term or applicable extension and the actual rental amount shall be prorated according to the length of the additional term. All other terms and conditions set out herein shall be in effect during the term of the extension.

SECTION 20. Any request for amendments or modifications to this Lease by the Lessor or Lessee must be listed below in this section or on an addendum to this Lease as noted by listing such addendum in this section. Approval of any amendments or {JX083770.7}

modifications of this Lease will become valid and made a part of this Lease only when approved by the Division of General Services, a/k/a Department of Finance and Administration through the Bureau of Building, Grounds and Real Property Management, and the Public Procurement Review Board, as evidenced by the signature of its Administrator.

- See Exhibit A (RFP No. 06-06-13 Lease, including Amendments 1 and 2).
- See Exhibit B (Original Proposal from Mattiace Office Company, LLC).
- See Exhibit C (Preliminary Scope of Work).
- See Exhibit D (Preliminary Demo Plan for 16<sup>th</sup>, 17<sup>th</sup>, and 1<sup>st</sup> floors).
- See Exhibit E (Best and Final Offer from Mattiace Office Company, LLC).
- See Exhibit F (Capital Towers Lobby Upgrade)
- See Exhibit G (First (1<sup>st</sup>), Sixteenth (16<sup>th</sup>), and Seventeenth (17<sup>th</sup>) Floor Plans
- See Exhibit H (Exterior Signage description)
- See Exhibit I (Roof Repair)
- See Exhibit J (Elevator remodel Scope of Work)
- See Exhibit K (Plan for garage lighting replacement project)
- See Exhibit L (Generator Report of current condition)
- See Exhibit M (Roof Inspection Report)

Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ Date: \_\_\_\_\_

Division of General Services, a/k/a Department of Finance and Administration through the Bureau of Building, Grounds and Real Property Management

By: \_\_\_\_\_ Title: RPM Director

SECTION 21. This Lease will not become valid and binding until approved in writing by the Division of General Services, a/k/a Department of Finance and Administration through the Bureau of Building, Grounds and Real Property Management, and the Public Procurement Review Board. No amendment to or modification of this Lease shall become valid and binding until approved in writing by the Division of General Services, a/k/a Department of Finance and Administration through the Bureau of Building, Grounds and Real Property Management, and the Public Procurement Review Board

SECTION 22. Lessor covenants that the Demised Premises included in this Lease are in compliance with the Americans with Disabilities Act, 1990, Federal and State laws, and local ordinances. At the sole discretion of the Lessee, failure to comply may result in the termination of this Lease by Lessee.

The Lessor warrants that the buildings covered by this Lease comply with all state and local building codes and all zoning ordinances and subdivision covenants.

Prior to a declaration of termination for default under this Section 22 or any other provision, Lessee shall give to Lessor a Notice in writing thirty (30) days prior thereto in the manner provided for by Section 8 hereof, during which time Lessor may cure any default and purge itself of the grounds of termination by curing the stated grounds of termination within such thirty (30) days or such extended period approved in writing by Lessee.

SECTION 23. The Lessor or Lessors herein warrant that this Lease will be in compliance with Section 25-4-103 and 25-4-105 of the Mississippi Code of 1972, as amended. Should it be determined during the term of this Lease that the Lessor is not in compliance with said statutes, the Lessee may terminate this Lease with a written thirty (30) days notice to Lessor with no penalty to the Lessee.

SECTION 24. The Lessee and Lessor may terminate this Lease, upon mutual agreement. The Lessee and Lessor shall agree in writing as to the said termination, specifying the part of the Lease terminated and when the termination becomes effective, with notification to the Bureau of Building, Grounds and Real Property Management. This Section does not affect the Sections herein that pertain to default and/or failure to comply with Lease provisions and pertains only to cancellation and/or termination of Lease, upon mutual agreement of the parties.

SECTION 25. "Contractor" in this Section shall mean Professional, Vendor, Architect, Engineer, Lessor, etc.

The State agrees to make payment in accordance with Mississippi law on "Timely Payments for Purchases by Public Bodies", Section 31-7-301, et seq. of the Mississippi Code of 1972, as amended, which generally provides for payment of undisputed amounts within forty-five (45) days of receipt of the invoice.

The State requires the Contractor to submit invoices electronically throughout the term of the agreement. Vendor invoices shall be submitted to the state agency using the processes and procedures identified by the State. Payments by state agencies using the Statewide Automated Accounting System (SAAS) shall be made and remittance information provided electronically as directed by the State. These payments shall be deposited into the bank account of the Contractor's choice. Contractor understands and agrees that the State is exempt from the payment of taxes. All payments shall be in United States currency.

No payment, including final payment, shall be construed as acceptance of defective or incomplete work, and the Contractor shall remain responsible and liable for full performance.

The Contractor represents and warrants that it will ensure its compliance with the Mississippi Employment Protection Act, Section 71-11-1, et seq of the Mississippi Code Annotated (Supp 2008) and will register and participate in the status verification system for all newly hired employees. The term "employee" as used herein means any person that is hired to perform work within the State of Mississippi. As used herein, "status verification system" means the Illegal Immigration Reform and Immigration Responsibility Act of 1996 that is operated by the United States Department of Homeland Security, also known as the E-Verify Program, or any other successor electronic verification system replacing the E-Verify Program. The Contractor agrees to maintain records of such compliance, and upon request of the State and approval of the Social Security Administration or Department of Homeland Security, where required, to provide a copy of each such verification to the State. The Contractor further represents and warrants that any person assigned to perform services hereunder meets the employment eligibility requirements of all immigration laws of the State of Mississippi. The Contractor understands and agrees that any breach of these warranties may subject the Contractor to the following: (a) termination of this Agreement and ineligibility for any state or public contract in Mississippi for up to three (3) years, with notice of such cancellation/termination being made public, or (b) the loss of any license, permit, certification or other document granted to the Contractor by an agency, department or governmental entity for the right to do business in Mississippi for up to one (1) year, or (c) both. In the event of such termination/cancellation, the Contractor would also be liable for any additional costs incurred by the State due to the contract cancellation or loss of license or permit."

SECTION 26. Lessor will provide signage, as stated in Exhibit H, for the said agency on the Demised Premises in accordance with Exhibits A and B. All signage will be approved by said agency on Demised Premises, including but not limited to images, size, location, etc. of signage. Ground level signage will be needed at entry of building and first floor office area. Elevators will need signage in the lobby on both sides of sixteenth and seventeenth floors. Lessor will provide signage in elevators directing customers to said agency's first floor office location.

SECTION 27. Lessor will provide a minimum of two uniformed security guards, one stationed in the lobby with an unobstructed view of Lessee's first floor lobby area, and one stationed in the garage entrance, from at least 8:00 A. M. to 6:00 P. M., as stated in Exhibits A, B, and E. First floor of said agency's office location will have security camera monitored by close-circuit television and panic button both monitored by first floor security guard. First floor Data Room and Sixteenth and Seventeenth Floors will have card access installed. Back/side entrance of the building should be locked after 6:00 P.M. and monitored by closed-circuit television. The Seventeenth Floor reception will have video of First and Sixteenth Floors.

SECTION 28. Build out will be completed and the spaces will be ready for occupancy on or before April 3, 2014. Lessee may, at its option, have independent engineer to inspect mechanical components of build out. Lobby Renovation will be consistent with Class A office building quality, to be in line with the current office space recently re-done on the first floor and with Lessee's renovated first floor space (see attached Exhibits F, G and H).

IN WITNESS WHEREOF, this Lease Agreement has been duly executed in duplicate originals on the date hereinabove set forth.

LESSOR: Mattiace Office Company, LLC

By: \_\_\_\_\_

LESSEE

By: \_\_\_\_\_

This Lease was approved on \_\_\_\_\_ by the Public Procurement Review Board, and regardless of any other date shown within, this Lease is not effective before \_\_\_\_\_, as stated in Section 1 and pursuant to Section 21 of this Lease.

**(Lessee's acknowledgment)**

STATE OF MISSISSIPPI

COUNTY OF \_\_\_\_\_

On this the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, before me, the undersigned Notary, personally appeared \_\_\_\_\_, who acknowledged himself/herself to be the \_\_\_\_\_ of \_\_\_\_\_, for and on behalf of the State of Mississippi, and that he/she being authorized so to do, executed the foregoing instrument for the purposes therein contained.

In witness whereof, I hereunto set my hand and official seal.

\_\_\_\_\_  
Notary Public

(SEAL)

My Commission Expires \_\_\_\_\_

**(Lessor's acknowledgment)**

STATE OF \_\_\_\_\_

COUNTY OF \_\_\_\_\_

On this the \_\_\_\_\_ day of \_\_\_\_\_, 2013, before me, the undersigned Notary, personally appeared T. Andrew Mattiace, who acknowledged himself to be the Manager of Mattiace Office Company, LLC, and that he/she being authorized so to do, executed the foregoing instrument for the purposes therein contained.

In witness whereof, I hereunto set my hand and official seal.

\_\_\_\_\_  
Notary Public

(SEAL)

My Commission Expires \_\_\_\_\_



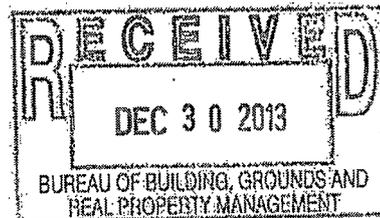
MISSISSIPPI

*Brooks Moore*

**COMMUNITY COLLEGE BOARD**

3825 Ridgewood Road • Jackson, MS 39211 • Phone: (601) 432-6518 • Fax: (601) 432-6363

December 13, 2013



Mr. Kevin Upchurch, Executive Director  
Department of Finance and Administration  
Post Office Box 267  
Jackson, Mississippi 39201

Dear Mr. Upchurch:

During the 2009 Regular Session the Legislature enacted Senate Bill Number 3083 ("S.B. 3083"), which authorized the Department of Finance and Administration ("DFA") to transfer a portion of state-owned real property, located at 3825 Ridgewood Road, Jackson, Mississippi, to the State Board for Community and Junior Colleges, now known as the Mississippi Community College Board ("Board"), for the purposes of constructing a new facility.

The transfer was subject to the following conditions. First, the Board must select a site for the building and grounds on the property and, second, the Board must cause a survey to be made of the selected site. I recently became aware that there was paperwork that had not been completed to finalize this process. I am writing to inform you that both conditions have been satisfied. The site selection and survey were formally approved by the Board at its meeting on December 13, 2013. The selected site consists of approximately 5.92 acres located adjacent to Ridgewood Road and Eastover Drive on the Education and Research Center campus located at 3825 Ridgewood Road, Jackson, Mississippi.

The Board is now seeking the approval of DFA of the Board's site selection and the transfer of the site by DFA to the Board. For your consideration, I am enclosing a copy of the survey prepared by Maptech, Inc. Once the Board receives DFA's approval, the Board will file a copy of the survey, along with documents evidencing DFA's approval, in the land records in the Office of the Chancery Clerk of the First Judicial District of Hinds County, Mississippi, and with the Secretary of State, all in accordance with S.B. 3083.

Please do not hesitate to call if you have any questions relating to this request.

Sincerely,

Eric Clark  
Executive Director

Enclosures

## PROPERTY DESCRIPTION

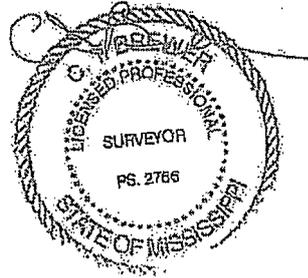
### R & D CENTER

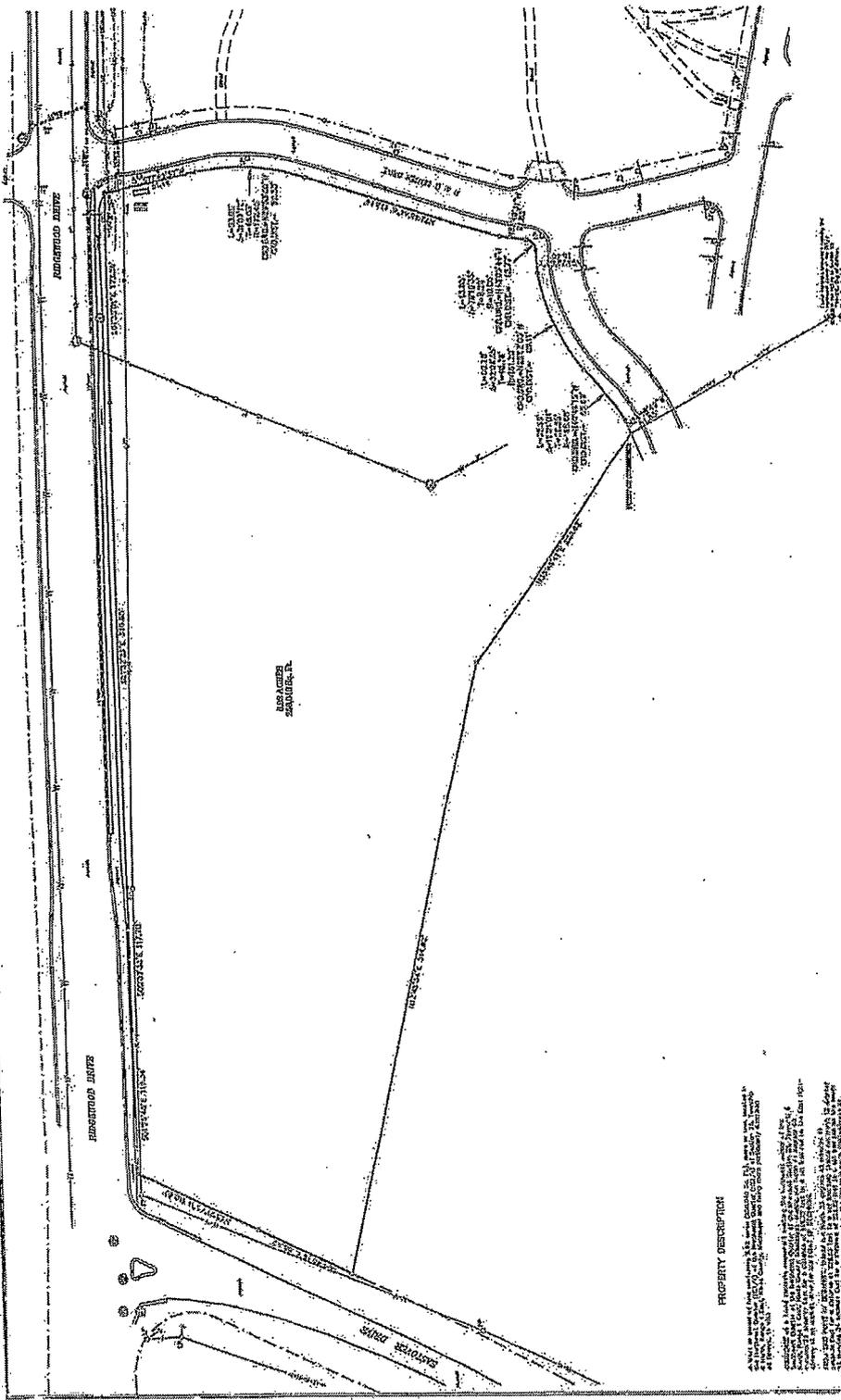
A tract or parcel of land containing 5.92 acres (258,046 Sq. Ft.), more or less, located in the Northeast Quarter (NE1/4) of the Northeast Quarter (NE1/4) of Section 25, Township 6 North, Range 1 East, Hinds County, Mississippi and being more particularly described as follows, to wit.:

COMMENCE at a found concrete monument marking the Northwest corner of the Southeast Quarter of the Northeast Quarter of the aforesaid Section 25, Township 6 North, Range 1 East, Hinds County, Mississippi; thence, run North 61 degrees 05 minutes 29 seconds East for a distance of 916.72 feet to a set iron rod on the East right-of-way of an asphalt drive for the POINT OF BEGINNING.

FROM SAID POINT OF BEGINNING, thence run North 35 degrees 45 minutes 41 seconds East for a distance of 228.62 feet to a set iron rod; thence run North 12 degrees 45 minutes 34 seconds East for a distance of 514.82 feet to a set iron rod on the south right-of-way of Eastover Drive; thence run along the aforesaid south right-of-way of Eastover Drive, South 64 degrees 45 minutes 18 seconds East for a distance of 85.62 feet to a set iron rod; thence run along the aforesaid south right-of-way of Eastover Drive South 65 degrees 27 minutes 45 seconds East for a distance of 110.62 feet to a set iron rod on the west right-of-way of Ridgewood Road; thence run along the aforesaid west right-of-way of Ridgewood Road South 01 degrees 26 minutes 46 seconds East for a distance of 119.34 feet to a set iron rod; thence run along the aforesaid west right-of-way of Ridgewood Road South 00 degrees 57 minutes 33 seconds East for a distance of 117.70 feet to a set iron rod; thence run along the aforesaid west right-of-way of Ridgewood Road South 01 degrees 32 minutes 23 seconds East for a distance of 396.65 feet to a set iron rod; thence run along the aforesaid west right-of-way of Ridgewood Road South 01 degrees 35 minutes 01 seconds East for a distance of 173.36 feet to a set iron rod on the north right-of-way of an asphalt drive; thence along the aforesaid north right-of-way of an asphalt drive run South 77 degrees 49 minutes 30 seconds West for a distance of 81.14 feet to a set iron rod; thence continue along the aforesaid right-of-way, the arc of a clockwise curve to the right for a distance of 93.68 feet, a radius of 172.48 feet, a delta angle of 31 degrees 07 minutes 12 seconds and a chord of North 86 degrees 53 minutes 00 seconds West for a distance of 92.53 feet to a set iron rod; thence continue along the aforesaid right-of-way North 72 degrees 46 minutes 44 minutes West for a distance of 170.14 feet to a set iron rod; thence continue along the aforesaid right-of-way North 82 degrees 49 minutes 31 seconds West for a distance of 21.83 feet to a set iron rod; thence continue along the aforesaid right-of-way, the Arc of a clockwise curve to the right for a distance of 13.85 feet, a radius of 10.00 feet, a Delta angle of 79 degrees 19 minutes 35 seconds and a chord of North 43 degrees 09 minutes 44 minutes West for a distance of 12.77 feet to a set iron rod; thence continue along the aforesaid right-of-way North 03 degrees 29 minutes 56 seconds West for a distance of 18.40 feet to a set iron

rod; thence continue along the aforesaid right-of-way, the Arc of a counterclockwise curve to the left for a distance of 90.28 feet, a radius of 161.26 feet, a Delta angle of 32 degrees 04 minutes 38 seconds and a chord of North 25 degrees 52 minutes 00 seconds West for a distance of 89.11 feet to a set iron rod; thence along the aforesaid right-of-way, the Arc of a clockwise curve to the right for a distance of 55.96 feet, a radius of 165.68 feet, a delta angle of 19 degrees 21 minutes 04 seconds and a chord of North 40 degrees 49 minutes 15 seconds West for a distance of 55.69 feet to a set iron rod; thence along the aforesaid right-of-way North 24 degrees 18 minutes 49 seconds West for a distance of 11.63 feet back to the POINT OF BEGINNING.





**PROPERTY DESCRIPTION**

This site plan is prepared in accordance with the provisions of the Uniform Building Code, Chapter 10B, and the provisions of the Uniform Code of Ordinances, Chapter 10B, of the City of Chicago. The site plan is prepared for the purpose of showing the location and layout of the proposed building and other structures on the site. The site plan is prepared in accordance with the provisions of the Uniform Building Code, Chapter 10B, and the provisions of the Uniform Code of Ordinances, Chapter 10B, of the City of Chicago. The site plan is prepared for the purpose of showing the location and layout of the proposed building and other structures on the site.

1	1/4" = 1' SCALE
2	2" = 1' SCALE
3	4" = 1' SCALE
4	8" = 1' SCALE
5	16" = 1' SCALE
6	32" = 1' SCALE
7	64" = 1' SCALE
8	128" = 1' SCALE
9	256" = 1' SCALE
10	512" = 1' SCALE
11	1024" = 1' SCALE
12	2048" = 1' SCALE
13	4096" = 1' SCALE
14	8192" = 1' SCALE
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99	316912650057057350511614754816" = 1' SCALE
100	633825300114114701023229509632" = 1' SCALE

**MAPTECH, INC.**  
 1000 N. WISCONSIN ST., SUITE 100  
 CHICAGO, ILL. 60610  
 (312) 467-1000  
 FAX (312) 467-1001  
 WWW.MAPTECH.COM

**BOUNDARY SURVEY OF 3.52 ACRES FOR THE  
 COMMUNITY AND JUNIOR COLLEGE HEADQUARTERS  
 LOCATED IN THE NE 1/4 OF THE NE 1/4 OF  
 SECTION 26, T8N-R9E  
 MARSHFIELD, ILLINOIS COUNTY, ILLINOIS**

DATE OF THIS SURVEY: JANUARY 14, 2008  
 DRAWN BY: [Name]

THIS SURVEY WAS MADE IN ACCORDANCE WITH THE PROVISIONS OF THE UNIFORM SURVEYING ACT, CHAPTER 10B, OF THE ILLINOIS COMPILATION OF STATUTES, 1992, AS AMENDED, AND THE ILLINOIS SURVEYING ACT, CHAPTER 10B, OF THE ILLINOIS COMPILATION OF STATUTES, 1992, AS AMENDED.

DATE: [Date]





**OFFICE OF PURCHASING AND TRAVEL  
PUBLIC PROCUREMENT REVIEW BOARD  
MEETING AGENDA  
December 31, 2013**

1. REQUESTING AGENCY: MS Department of Health  
CONTRACTOR: Mead Johnson & Company, LLC  
AMOUNT OF CONTRACT: \$14,664,841.50  
TERM OF CONTRACT: February 1, 2014 thru June 30, 2016  
SCOPE OF CONTRACT: WIC Formula  
PURCHASE METHOD (PROPOSALS, SINGLE SOURCE, ETC): Competitive Bid  
COMMENTS: The MS Dept. of Health is requesting approval to purchase infant formula from Mead Johnson for the WIC program. This bid covered milk based infant formula as well as soy based formula. They advertised and received three bids and are requesting permission to purchase from the low bidder.  
COMPLIANCE WITH PROCEDURES (YES, NO): Yes  
If no, explanation:  
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.





**STATE OF MISSISSIPPI**  
GOVERNOR PHIL BRYANT

**DEPARTMENT OF FINANCE AND ADMINISTRATION**

KEVIN J. UPCHURCH  
EXECUTIVE DIRECTOR

# **NOTICE**

A Special Meeting of the

## **PUBLIC PROCUREMENT REVIEW BOARD**

will be held Tuesday, December 31, 2013, 11:30 a.m. in the  
13th floor Conference Room  
Woolfolk State Office Building

Agenda: Approval of lease for the Mississippi Secretary of State, Approval of WIC baby formula contract for Department of Health