



STATE OF MISSISSIPPI
PHIL BRYANT
GOVERNOR
MISSISSIPPI DEPARTMENT OF ENVIRONMENTAL QUALITY
GARY C. RIKARD, EXECUTIVE DIRECTOR

MEMORANDUM

TO: TENETRA WALTON, OFFICE OF PERSONAL SERVICES CONTRACT REVIEW

FROM: AVELEKA MOORE, CONTRACTS DIVISION DIRECTOR, MISSISSIPPI DEPARTMENT OF ENVIRONMENTAL QUALITY

DATE: 08/13/2019

RE: INVITATION FOR BIDS FOR PROFESSIONAL LABORATORY SERVICES - RECOMMENDATION OF AWARD

The Mississippi Department of Environmental Quality (“MDEQ”) is seeking a contract with a qualified contractor to provide professional laboratory services for MDEQ along the Mississippi Gulf Coast.

MDEQ will contract with a single contractor for a contract period beginning on September 4, 2019 and ending on August 31, 2020, with the option to renew year to year at the same prices, terms, and conditions as in the original contract and not to exceed a total of five (5) years.

MDEQ released the Invitation for Bids (“IFB”) on June 27, 2019. In response to the IFB, MDEQ received one (1) sealed bid which was opened on July 30, 2019, from the following contractor:

1. Micro-Methods, Inc., Ocean Springs, MS
1. MDEQ Procurement staff reviewed the submitted bid to ensure that it met the minimum requirements set forth in the MDEQ-IFB06272019. After review, MDEQ confirmed that the submitted bid met the minimum requirements in the IFB.
2. Ranking of Bids: Following completion of the review process, bids were officially ranked based on the lowest, responsible bid. The ranking is as follows:
 1. Micro-Methods, Inc., Ocean Springs, MS

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3. Recommendation: Micro-Methods, Inc., submitted the lowest, responsible bid. The Procurement Officer recommends the contract for professional laboratory services be awarded as follows:

Recommended Contractor

Micro-Methods, Inc., Ocean Springs, MS

Micro-Methods, Inc., has been in business for over 40 years with 12 years of experience in professional laboratory service. Their lowest, responsible bid and years of experience makes them the best choice to provide professional laboratory services for MDEQ.

MDEQ intends to submit the professional laboratory services procurement file to the Public Procurement Review Board (“PPRB”) Office of Personal Service Contract Review (“OPSCR”) for board approval at the September 4, 2019 monthly meeting.

Aveleka Moore

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Contracts Division Director, MDEQ