

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

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

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

Agency: Mississippi Emergency Management Agency

Contractor: Witt O'Brien's, LLC

Contractor's Contact Person: Cheryl Joiner

Contractor's Address: 818 Town and Country Blvd, Suite 200, Houston, TX 77024

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

Contract Term: July 7, 2025 - July 6, 2026

Contract Amount: \$95,137.00

Contract Number: 8200081219

Services provided by the Contractor:

The services requested for this contract is for the update of District 3 Hazard Mitigation Plan.

With regard to the above referenced contract, the Agency is:



Awarding a new contract



Renewing the contract



Amending the contract

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

All services requested to be performed by Contractor for the District 3 Hazard Mitigation Plan, per FEMA planning regulations, is required to be UPDATED every five years. The plan addresses mitigation of multiple natural hazards, including flood, severe storms, hurricane, urban/wildfire, tornado, winter weather, drought, dam failure, water supply/system failures, earthquake hazards, and climate change. The contractor hired will update the plan with the assistance of the Mitigation Council. The District 3 Regional Hazard Mitigation plan update will include the following counties: Attala County, Bolivar County, Carroll County, Holmes County, Humphreys County, Leflore County, Montgomery County, Sunflower County, Washington County, and communities.

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

This contract was procured and awarded through:

- ☒ Competitive procurement (IFB, RFP, RFQ, RFA, PVL)
- ☐ Small purchase (\$75,000.00 or under)
- ☐ Sole source procurement
- ☐ Emergency procurement
- ☐ Services offered by another State entity
- ☐ Exempt pursuant to the following statute: \_\_\_\_\_
- ☐ Net-of-fee contract (no expenditure of state funds, regardless of source)
- ☐ Other: \_\_\_\_\_

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

Responsible Agency Official: Sallie Sones

Title: Contracts Officer

Signature: Sallie Sones

Date: 7/15/25