

## 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: MS Emergency Management Agency

Contractor: Tetra Tech

Contractor's Contact Person: Jonathan Burgiel

Contractor's Address: 2301 Lucien Way, Suite 120, Maitland, FL 32751

Contractor's Telephone Number: 407-803-2551

Contract Term: September 28, 2023 - September 27, 2024

Contract Amount: \$6,500,000.00

Contract Number: 8400002723

Services provided by the Contractor:

**The continuation of non-congregate sheltering from the storms and tornadoes that passed through the state on March 24, 2023.**

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:

**This emergency contract with Tetra Tech is for the continuation of non-congregate sheltering from the tornadoes and storms that passed through the state March 24, 2023. This is to provide shelter for those citizens who lost their homes during these storms while they await federal assistance and homes. The company needs additional time to work with local resources to complete this project in guiding with auditing purposes and invoice tracking while services are still be conducted and are coming to an end with this federal disaster.**

**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:  \_\_\_\_\_

Date: **6/29/24** \_\_\_\_\_