

Purchasing Notes:

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Purchasing, Travel & Fleet Management
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Featured Contract

Automotive Parts & Equipment

Commodity: Automotive Parts & Equipment

The Automotive Parts & Equipment is a negotiated contract and has been entered into with six vendors including one new vendor. This contract provides various automotive parts and equipment for state owned vehicles.

Type of contract: Negotiated Contract-remember, this means that you can negotiate your best price from the vendors on contract! State agencies may purchase items from any of the contract vendors listed below, or state agencies may purchase the items covered by this contract from a non-contract vendor provided they follow the applicable procedures set forth in Section 31-7-13(a),(b), or (c) and that the price shall not exceed the negotiated contract price.

Date of Contract: November 1, 2019- October 31, 2020

Vendors on Contract:

General Parts Distribution-Advance Auto
Genuine Parts NAPA
IEH Auto Parts
O'Reilly Auto Parts
Union Auto
Vehicle Maintenance Program (NEW Vendor)

Contract Link: *These contracts can be viewed at the following link:*

https://www.ms.gov/dfa/contract_bid_search/Contract?autoloadGrid=False

Contract Analyst: Ramona Jones, Ramona.Jones@dfa.ms.gov

Contract Spend: \$3,380,138.93

P-Card Corner

When is payment due on the Procurement/Travel Card?

Your program coordinator should make sure the statements are reconciled and forwarded to the proper personnel for payment when the statement/bill arrives. Late payments, lack of payments and partial payments are not acceptable. Pursuant to the Procurement/Travel Card Guidelines, the balances are only carried over for fraud or disputed amounts; otherwise, payment in full is expected no later than net 45 days. Delinquent accounts may result in the Travel Cards being suspended until payment is rendered.

Travel News-Vehicle Rental Services Contract

The new Vehicle Rental Services contract is effective December 1, 2019-November 30, 2020, and is available on our website at:

<http://www.dfa.ms.gov/dfa-offices/purchasing-travel-and-fleet-management/bureau-of-purchasing-andcontracting/competitive-contracts/v-w-xyz/vehicles-rental-services/>

This is an In-State contract that consist of six (6) vendors that can be utilized:

1. Enterprise Holdings, Inc dba Enterprise Leasing Co.
2. One Source Enterprise Inc dba Mobyl Car Truck Van Rental (Starkville, Louisville & Tupelo)
3. Landrum Enterprises, dba U-Save Auto Rental (Meridian&Philadelphia)
4. The Hertz Corporation
5. Vanguard Car Rental USA LLC dba National Car Rental
6. Woolwine Autoplex Inc. dba U-Save Car and Truck Rental (Florence, Collins, Laurel, & Hattiesburg)

Vendors were awarded by best price each vehicle class. Please see the Daily and/or Weekly Award Sheets to see the appropriate vendor to utilize for the vehicle needed. The award sheets do vary so please choose the **DAILY AWARD SHEET ONLY** if you are needing a rental by the day and choose the **WEEKLY AWARD SHEET ONLY** if you are needing a rental by the week.

VEHICLE CLASSIFICATION: A MID-SIZE VEHICLE will now be the largest vehicle class to be rented. Any vehicle needed larger than a Mid-Size car will require an e-Waiver to be submitted to the Office of Purchasing & Travel for approval.

A message from your State Travel Coordinator: The current vehicle rental contracts includes unlimited mileage and free CDW/LDW insurance should always be declined when a vehicle is rented utilizing the state contract. **The option to purchase CDW/LDW insurance should always be declined when a vehicle is rented utilizing the state contract.** Personal Accident Insurance (PAI) is an additional coverage that is optional to each driver using a rental vehicle for state

business which provides medical, ambulance, and death benefits in the event of accident. This type of coverage must be paid directly by the employee and is not a reimbursable expense.

*****The Out of State Vehicle Rental Service Contracts have not been rebid at this time. Please use normal purchasing procedures to make such procurements.*****

Happy Renting!

-Candice Hay
State of Mississippi Travel Coordinator

PPRB – Public Procurement Review Board

PPRB Meeting Dates

January 8, 2020
February 5, 2020
March 4, 2020
April 1, 2020
June 3, 2020
July 1, 2020
August 5, 2020
September 2, 2020
October 7, 2020
November 4, 2020
December 2, 2020

OPTFM Courses – Upcoming Classes

CMPA-January 28-30, 2020
Fleet- February 4, 2020

*****IMPORTANT MESSAGE*****

PLEASE READ the Procurement Manual it is REQUIRED before attending the CMPA class. PRINT EACH SECTION ON DFA WEBSITE IN ORDER TO BE PROPERLY READY FOR CLASS. THE MATERIAL NEEDED IS THE CMPA MANUAL, OPTFM PRESENTATION, ETHICS, CONSTRUCTION, OPSCR PRESENTATION, &ITS PRESENTATION.