



DEPARTMENT OF FINANCE AND ADMINISTRATION
OFFICE OF PURCHASING, TRAVEL & FLEET MANAGEMENT

Website: <http://www.dfa.ms.gov>

E-mail: PurchasingandTravel@dfa.ms.gov

Telephone Number: 601-359-3409 Fax Number: 601-359-3910

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The Office of Purchasing, Travel and Fleet Management

Aubrey Leigh Goodwin, Director, OPTFM

Ashley Harrell
Bethany Ball

Michael Cook, Director, OPT

James Brabston
Regina Irvin
Steve Tucker

Ross Campbell, Director of Marketing and Audit

Symone Bounds
Yolanda Thurman
Ramona Jones
Laurie Pierce
Carlos Galloway

Wayne Cranford, Director, Bureau of Fleet Management

Billy Beard



Workshops on P-1s and Utilizing State Contracts

Would you like assistance with entering P-1s or using MAGIC for finding commodities on state contracts? If so, here's a chance to get hands on help in these areas. On December 14, 2016, OPT will offer a morning session on P-1s and an afternoon session on Utilizing State Contracts in the Woolfolk Building. Space will be limited to no more than three (3) individuals from your agency. To sign up, please log into LSO in the MAGIC portal and register under P-1 Training or Utilizing State Contracts. Questions about getting registered can be directed to the Help Desk at mash@dfa.ms.gov.

FEATURED CONTRACTS

Commodity: Laboratory Equipment and Supplies. This negotiated contract features the following products: First Aid Kits, Syringes, Needles, Lasers, Microscopes, etc. Please be aware only the NIGP codes listed by the vendor with a discount are included on this contract. If in doubt as to whether a commodity is on this contract or not please call the vendor contact listed.

Type of contract: Negotiated Contract – *Remember, this means that you can negotiate your best price from the vendors on contract.* State agencies may buy from any of the contract vendors listed below, or state agencies may purchase the item from other than the 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.

Dates of Contract: October 1, 2016 through September 30, 2017

Vendors on Contract: There are currently thirteen (13) vendors offering a variety of products mentioned above. The best way to view products and compare prices among the vendors is to access the following link: <http://www.dfa.ms.gov/dfa-offices/purchasing-travel-and-fleet-management/purchasing-and-travel/state-contracts/j-k-l/laboratory-equipment-and-supplies/>

Contract Analyst: Steve Tucker, Stephen.Tucker@dfa.ms.gov

Other Contracts

The Bureau of Fleet Management has awarded contracts to the following vendors for Automotive Parts & Equipment:

Auto Plus Auto Parts	8200028780
AutoZone	8200028716
Bumper to Bumper	8200028759
CARQUEST	8200028718
NAPA	8200028726
O'Reilly Auto Parts	8200028753
ROK Brothers	8200028754
Union Auto Parts	8200028757

BFM currently has a negotiated bid open for Alternative Fuels Conversion Kits. This contract provides for conversion kits, tanks and installation for alternative fuels such as compressed natural gas and propane. Proposals are due by November 15, 2016.

The Bureau of Fleet Management wishes everyone a Happy Thanksgiving.

Cooperative Contracts

The Office of Purchasing and Travel has established contracts with numerous vendors through cooperative agreements. All of these contracts will have a start date of November 1, 2016.

One contract for **flooring** was adopted through NJPA, with the vendor Bentley Mills. Three contracts for **breast pumps** were adopted through NASPO Valuepoint, with the vendors Ameda, Hygeia and Medela. One contract was adopted for the purchase of **uniforms**, through U.S. Communities, with the vendor ServiceWear Apparel. Two contracts for **drug testing kits** were adopted through MMCAP, with the vendors American Bio Medica and Premier Biotech.

These cooperative contracts can be viewed on our website at the following link: <http://www.dfa.ms.gov/dfa-offices/purchasing-travel-and-fleet-management/purchasing-and-travel/cooperative-contracts/>

MAGPPA NEWS

The next quarterly meeting will be held on Wednesday, November 16, 2016 beginning at 9:00 am. The location is Pope Banquet Dining Hall on the campus of Mississippi University for Women. Registration is now open.

MAGPPA recently finished a very successful 2016 Conference and Vendor Show. This year's conference was in Natchez, MS. We had 299 registered delegates and 88 vendors for the vendor show. Next year we will be in Biloxi, MS. Start making your plans now-you will not want to miss this conference.

Meal Reimbursement Rates

A list of the maximum state reimbursement rates for high cost areas has been pre-calculated for your convenience and is currently available on the OPTFM Travel Information website at the following url: <http://www.dfa.ms.gov/media/4571/2017-converted-rates.pdf>.

If you cannot find the city you are looking for, locate the county and use the amount listed. *If neither the city nor county is listed, the maximum state reimbursement rate is \$41/day.*

The high cost areas for Mississippi this year are:
Oxford (Lafayette County) - \$51/day
Southaven (Desoto County) - \$46/day
Starkville (Oktibbeha County) - \$46/day
All other areas: \$41/day.

Hotel/Motel Services Contract

The Hotel/Motel Services contract effective October 1, 2016 – through September 30, 2017, is now on our website at: <http://www.dfa.ms.gov/dfa-offices/purchasing-travel-and-fleet-management/purchasing-and-travel/state-contracts/g-h-i/hotel-motel-services/>

Symone Bounds is the backup for Travel. Laurie was out of the office for an extended period of time and Symone stepped in and handled both her normal duties and travel duties so well. Let's give Symone a high five for her dedication and perseverance in managing travel for the State of MS.

Certified Mississippi Purchasing Agent

2016-2017 Class Schedule

Dates	Location
November 29-Dec. 1	Woolfolk Annex Building
January 10-12, 2017	Woolfolk Annex Building
March 28-30, 2017	Woolfolk Annex Building





Want To Find More Minority Contractors?
www.mnbr.org

Our Online Registry Gets You Connected

Mississippi Development Authority's minority and woman-owned business online registry can put you in touch with minority contractors. You can search by geographical location, type of service and products provided or by our easy-to-use alphabetical listing.

What are the benefits of utilizing a minority contractor?

Gain a Competitive Advantage

Minority-Owned companies are in a better position to provide personalized customer service and flexible and innovative solutions to challenges which gives your organization a competitive advantage.

Efficient Utilization of Resources

Increased competition creates cost saving opportunities for consumers. Minority-Owned companies often have low overhead and respond efficiently to the needs of procurement professionals.

Greater Representation and Community Development

Contracting with minority-owned companies has a direct economic impact on entire communities where minority-owned companies have incorporated their businesses.

Start searching online now
Visit www.mnbr.org

For information contact Latonia Shirley at Mississippi Development Authority at 601.359.6678 or e-mail: lshirley@mississippi.org

CPO'S CORNER



Greetings, friends!



Our office is seeking qualified candidates for the position of **Contract Analyst II**. Our analysts are responsible for oversight of state agency procurement, and the development and administration of statewide contracts.

If you or someone you know may be interested in working with us, please view the job posting at the Mississippi State Personnel Board's website <http://www.mspb.ms.gov/>

As always, please feel free to call, e-mail, or schedule a time to come by and visit with us if we can assist you in any way.

Aubrey Leigh

