By: Representative Wallace

To: Appropriations

HOUSE BILL NO. 500

AN ACT TO REQUIRE ENTITIES THAT ENTER CONTRACTS WITH THE STATE OR POLITICAL SUBDIVISIONS OF THE STATE FOR MORE THAN \$100,000.00 OF BUSINESS IN ANY FISCAL YEAR TO FILE A SUBCONTRACTING PLAN WITH THE STATE OUTLINING HOW THE ENTITY PLANS 3 TO UTILIZE MINORITY-OWNED BUSINESSES IN THE BUSINESS TO BE CONDUCTED WITH THE STATE OR POLITICAL SUBDIVISION; TO PROHIBIT THE 6 7 STATE AND POLITICAL SUBDIVISIONS FROM CONDUCTING ANY BUSINESS UNDER ANY SUCH CONTRACT UNTIL THE ENTITY HAS FILED THE REQUIRED PLAN; TO AMEND SECTIONS 25-53-5, 25-53-125, 31-7-12, 31-7-13 AND 8 9 31-7-38, MISSISSIPPI CODE OF 1972, IN CONFORMITY WITH THE 10 PRECEDING PROVISIONS; AND FOR RELATED PURPOSES. 11 12 BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF MISSISSIPPI: SECTION 1. (1) Each individual, corporation, partnership, 13 association, organization or other entity that enters a new 14 contract or renews an existing contract to conduct business with 15 the State of Mississippi or any agency, department, institution or 16 17 political subdivision of the state, in an amount that will or is reasonably anticipated to exceed One Hundred Thousand Dollars 18 (\$100,000.00) in any fiscal year of the state or the political 19 subdivision with which the business is to be conducted, shall file 20 with the Department of Finance and Administration in the case a 21 contract with the state or with the State Auditor in the case a 22 contract with a political subdivision, a subcontracting plan that 23 outlines the manner in which the entity plans to utilize the 24 25 services of minority-owned businesses in the business to be conducted with the state or political subdivision, and that 26 includes a goal for the utilization of the services of 27 minority-owned businesses expressed as a percentage of the total 28 business to be conducted under the contract. The entity shall 29 30 file the plan required by this section before it may conduct any business under the contract with the state or political 31

- 32 subdivision with which the entity has the contract. The state and
- 33 each political subdivision of the state having a contract with an
- 34 entity for which the plan required by this section must be filed
- 35 shall be prohibited from conducting any business under the
- 36 contract until the entity has filed the plan.
- 37 (2) For the purposes of this section, the term
- 38 "minority-owned business" means a business that is owned by a
- 39 majority of persons who are United States citizens or permanent
- 40 resident aliens (as defined by the Immigration and Naturalization
- 41 Service) of the United States and who are:
- 42 (a) Asian, which means persons having origins in any of
- 43 the original people of the Far East, Southeast Asia, the Indian
- 44 subcontinent, or the Pacific Islands;
- 45 (b) Black, which means persons having origins in any
- 46 black racial group of Africa;
- 47 (c) Hispanic, which means persons of Spanish or
- 48 Portuguese culture with origins in Mexico, South or Central
- 49 America, or the Caribbean Islands, regardless of race;
- 50 (d) Native American, which means persons having origins
- 51 in any of the original people of North America, including American
- 52 Indians, Eskimos and Aleuts;
- (e) Female; or
- 54 (f) Any combination of the persons listed in paragraphs
- 55 (a) through (e) of this subsection.
- SECTION 2. Section 25-53-5, Mississippi Code of 1972, is
- 57 amended as follows:
- 58 25-53-5. The authority shall have the following powers,
- 59 duties, and responsibilities:
- 60 (a) The authority shall provide for the development of
- 61 plans for the efficient acquisition and utilization of computer
- 62 equipment and services by all agencies of state government, and
- 63 provide for their implementation. In so doing, the authority may
- 64 use the MDITS staff, at the discretion of the executive director

of the authority, or the authority may contract for the services 65 66 of qualified consulting firms in the field of information 67 technology and utilize the service of such consultants as may be necessary for such purposes. 68

- 69 The authority shall immediately institute 70 procedures for carrying out the purposes of this chapter and supervise the efficient execution of the powers and duties of the 71 office of executive director of the authority. In the execution 72 of its functions under this chapter, the authority shall maintain 73 as a paramount consideration the successful internal organization 74 75 and operation of the several agencies so that efficiency existing therein shall not be adversely affected or impaired. In executing 76 77 its functions in relation to the institutions of higher learning and junior colleges in the state, the authority shall take into 78 consideration the special needs of such institutions in relation 79 to the fields of teaching and scientific research. 80
- Title of whatever nature of all computer equipment 81 (C) now vested in any agency of the State of Mississippi is hereby 82 vested in the authority, and no such equipment shall be disposed 83 84 of in any manner except in accordance with the direction of the authority or under the provisions of such rules and regulations as 85 86 may hereafter be adopted by the authority in relation thereto.

The authority shall adopt rules, regulations, and

procedures governing the acquisition of computer and 88 89 telecommunications equipment and services which shall, to the fullest extent practicable, insure the maximum of competition 90 91 between all manufacturers of supplies or equipment or services. In the writing of specifications, in the making of contracts 92 relating to the acquisition of such equipment and services, and in 93 the performance of its other duties the authority shall provide 94 for the maximum compatibility of all information systems hereafter 95 96 installed or utilized by all state agencies and may require the

use of common computer languages where necessary to accomplish the

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01/HR03/R518 PAGE 3 (RF\LH)

- purposes of this chapter. The authority may establish by
 regulation and charge reasonable fees on a nondiscriminatory basis
 for the furnishing to bidders of copies of bid specifications and
 other documents issued by the authority.
- The authority shall adopt rules and regulations governing the sharing with, or the sale or lease of information technology services to any nonstate agency or person. regulations shall provide that any such sharing, sale, or lease shall be restricted in that same shall be accomplished only where such services are not readily available otherwise within the state, and then only at a charge to the user not less than the prevailing rate of charge for similar services by private enterprise within this state.
 - special technical advisory committee or committees to study and make recommendations on technology matters within the competence of the authority as the authority may see fit. Persons serving on the Information Resource Council, its task forces, or any such technical advisory committees shall be entitled to receive their actual and necessary expenses actually incurred in the performance of such duties, together with mileage as provided by law for state employees, provided the same has been authorized by a resolution duly adopted by the authority and entered on its minutes prior to the performance of such duties.
 - (g) The authority may provide for the development and require the adoption of standardized computer programs and may provide for the dissemination of information to and the establishment of training programs for the personnel of the various information technology centers of state agencies and personnel of the agencies utilizing the services thereof.
- (h) The authority shall adopt reasonable rules and regulations requiring the reporting to the authority through the office of executive director of such information as may be

required for carrying out the purposes of this chapter and may
also establish such reasonable procedures to be followed in the
presentation of bills for payment under the terms of all contracts
for the acquisition of computer equipment and services now or
hereafter in force as may be required by the authority or by the
executive director in the execution of their powers and duties.

- (i) The authority shall require such adequate documentation of information technology procedures utilized by the various state agencies and may require the establishment of such organizational structures within state agencies relating to information technology operations as may be necessary to effectuate the purposes of this chapter.
- The authority may adopt such further reasonable (j) rules and regulations as may be necessary to fully implement the purposes of this chapter. All rules and regulations adopted by the authority shall be published and disseminated in readily accessible form to all affected state agencies, and to all current suppliers of computer equipment and services to the state, and to all prospective suppliers requesting the same. Such rules and regulations shall be kept current, be periodically revised, and copies thereof shall be available at all times for inspection by the public at reasonable hours in the offices of the authority. Whenever possible no rule, regulation or any proposed amendment to such rules and regulations shall be finally adopted or enforced until copies of said proposed rules and regulations have been furnished to all interested parties for their comment and suggestions.
- (k) The authority shall establish rules and regulations which shall provide for the submission of all contracts proposed to be executed by the executive director for computer equipment or services to the authority for approval before final execution, and the authority may provide that such contracts involving the expenditure of less than such specified amount as may be

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- established by the authority may be finally executed by the

 executive director without first obtaining such approval by the

 authority.
- (1) The authority is authorized to purchase, lease, or rent computer equipment or services and to operate said equipment and utilize said services in providing services to one or more state agencies when in its opinion such operation will provide maximum efficiency and economy in the functions of any such agency or agencies.
- 173 (m) The authority shall assist political subdivisions
 174 and instrumentalities in their development of plans for the
 175 efficient acquisition and utilization of computer equipment and
 176 services. An appropriate fee shall be charged the political
 177 subdivision by the authority for such assistance.
- 178 (n) The authority shall adopt rules and regulations governing the protest procedures to be followed by any actual or 179 prospective bidder, offerer or contractor who is aggrieved in 180 181 connection with the solicitation or award of a contract for the acquisition of computer equipment or services. Such rules and 182 183 regulations shall prescribe the manner, time and procedure for making protests and may provide that a protest not timely filed 184 185 shall be summarily denied. The authority may require the 186 protesting party, at the time of filing the protest, to post a bond, payable to the state, in an amount that the authority 187 188 determines sufficient to cover any expense or loss incurred by the state, the authority or any state agency as a result of the 189 190 protest if the protest subsequently is determined by a court of competent jurisdiction to have been filed without any substantial 191 basis or reasonable expectation to believe that the protest was 192 meritorious; however, in no event may the amount of the bond 193 194 required exceed a reasonable estimate of the total project cost. 195 The authority, in its discretion, also may prohibit any 196 prospective bidder, offerer or contractor who is a party to any

PAGE 6 (RF\LH)

litigation involving any such contract with the state, the
authority or any agency of the state to participate in any other
such bid, offer or contract, or to be awarded any such contract,
during the pendency of the litigation.

(o) The authority shall make a report in writing to the Legislature each year in the month of January. Such report shall contain a full and detailed account of the work of the authority for the preceding year as specified in Section 25-53-29(3).

All acquisitions of computer equipment and services involving the expenditure of funds in excess of the dollar amount established in Section 31-7-13(c), or rentals or leases in excess of the dollar amount established in Section 31-7-13(c) for the term of the contract, shall be based upon competitive and open specifications, and contracts therefor shall be entered into only after advertisements for bids are published in one or more daily newspapers having a general circulation in the state not less than fourteen (14) days prior to receiving sealed bids therefor. authority may reserve the right to reject any or all bids, and if all bids are rejected, the authority may negotiate a contract within the limitations of the specifications so long as the terms of any such negotiated contract are equal to or better than the comparable terms submitted by the lowest and best bidder, and so long as the total cost to the State of Mississippi does not exceed the lowest bid. If the authority accepts one (1) of such bids, it shall be that which is the lowest and best.

222 <u>Contracts for the acquisition of computer equipment and</u>
223 <u>services shall be subject to the provisions of Section 1 of this</u>
224 <u>act.</u>

(p) When applicable, the authority may procure equipment, systems and related services in accordance with the law or regulations, or both, which govern the Bureau of Purchasing of the Office of General Services or which govern the Mississippi

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- 229 Department of Information Technology Services procurement of
- 230 telecommunications equipment, software and services.
- 231 (q) The authority is authorized to purchase, lease, or
- 232 rent information technology and services for the purpose of
- 233 establishing pilot projects to investigate emerging technologies.
- 234 These acquisitions shall be limited to new technologies and shall
- 235 be limited to an amount set by annual appropriation of the
- 236 Legislature. These acquisitions shall be exempt from the
- 237 advertising and bidding requirement.
- 238 (r) All fees collected by the Mississippi Department of
- 239 Information Technology Services shall be deposited into the
- 240 Mississippi Department of Information Technology Services
- 241 Revolving Fund unless otherwise specified by the Legislature.
- SECTION 3. Section 25-53-125, Mississippi Code of 1972, is
- 243 amended as follows:
- 244 25-53-125. The following general provisions shall apply to
- 245 all procurements under Sections 25-53-101 through 25-53-125:
- 246 (a) No contracts entered into hereunder shall have an
- 247 initial effective date earlier than the date on which such
- 248 contract receives approval as required herein.
- 249 (b) All changes, modifications and amendments to any
- 250 contract hereunder shall be approved in advance by the bureau, in
- 251 addition to any other approvals required by law.
- 252 (c) The bureau shall promulgate rules and regulations
- 253 in accordance with the Administrative Procedure Act, Section
- 254 25-43-1 et seq. for the establishment of contract format.
- 255 (d) Where written proposals or bids are submitted by
- 256 vendors, the proposal or bid of the successful vendor shall be
- 257 incorporated into the final contract consummated with that vendor.
- (e) The provisions of Sections 25-53-101 through
- 259 25-53-125 shall, with respect to the procurement of
- 260 telecommunications equipment, systems or related services,
- 261 supersede specifications of any contradictory or conflicting

provisions of Chapter 7, Title 31, Mississippi Code of 1972, and other laws with respect to awarding public contracts.

(f) Contracts for the procurement of telecommunications

265 equipment, systems or related services shall be subject to the

266 provisions of Section 1 of this act.

SECTION 4. Section 31-7-12, Mississippi Code of 1972, is

268 amended as follows:

31-7-12. (1) Except in regard to purchases of unmarked vehicles made in accordance with purchasing regulations adopted by the Department of Finance and Administration pursuant to Section 31-7-9(2), all agencies shall purchase commodities at the state contract price from the approved source, unless approval is granted by the Department of Finance and Administration to solicit purchases outside the terms of the contracts. However, prices accepted by an agency shall be less than the prices set by the state contract. Prices accepted by an agency shall be obtained in compliance with paragraph (a), (b) or (c) of Section 31-7-13. It shall be the responsibility of the Department of Finance and

provide a cost effective alternative to the established state contract.

Administration to ascertain that the resulting prices shall

by the Department of Finance and Administration from the state contract vendor, or from any source offering the identical commodity, at a price not exceeding the state contract price established by the Department of Finance and Administration for such commodity, without obtaining or advertising for competitive bids. Governing authorities that do not exercise the option to purchase such commodities from the state contract vendor or from another source offering the identical commodity at a price not exceeding the state contract price established by the Department of Finance and Administration shall make such purchases pursuant to the provisions of Section 31-7-13 without regard to state

- 295 contract prices established by the Department of Finance and 296 Administration, unless such purchases are authorized to be made 297 under subsection (5) of this section.
 - (3) Nothing in this section shall prohibit governing authorities from purchasing, pursuant to subsection (2) of this section, commodities approved by the Department of Finance and Administration at a price not exceeding the state contract price established by the Department of Finance and Administration.
 - ensure that the prices of all commodities on the state contract are the lowest and best prices available from any source offering that commodity at the same level of quality or service, utilizing the reasonable standards established therefor by the Department of Finance and Administration. If the Department of Finance and Administration does not list an approved price for the particular item involved, purchase shall be made according to statutory bidding and licensing requirements. To encourage prudent purchasing practices, the Department of Finance and Administration shall be authorized and empowered to exempt certain commodities from the requirement that the lowest and best price be approved by order placed on its minutes. Contracts between the Department of Finance and Administration and state contract vendors shall be subject to the provisions of Section 1 of this act.
- Any school district may purchase commodities from vendors with which any levying authority of the school district, as defined in Section 37-57-1, has contracted through competitive bidding procedures pursuant to Section 31-7-13 for purchases of the same commodities. Purchases authorized by this subsection may be made by a school district without obtaining or advertising for competitive bids, and such purchases shall be made at the same prices and under the same conditions as purchases of the same commodities are to be made by the levying authority of the school district under the contract with the vendor.

328 SECTION 5. Section 31-7-13, Mississippi Code of 1972, is 329 amended as follows:

31-7-13. All agencies and governing authorities shall purchase their commodities and printing; contract for garbage collection or disposal; contract for solid waste collection or disposal; contract for sewage collection or disposal; contract for public construction; and contract for rentals as herein provided.

- (a) Bidding procedure for purchases not over \$1,500.00. Purchases which do not involve an expenditure of more than One Thousand Five Hundred Dollars (\$1,500.00), exclusive of freight or shipping charges, may be made without advertising or otherwise requesting competitive bids. Provided, however, that nothing contained in this paragraph (a) shall be construed to prohibit any agency or governing authority from establishing procedures which require competitive bids on purchases of One Thousand Five Hundred Dollars (\$1,500.00) or less.
- Bidding procedure for purchases over \$1,500.00 but not over \$10,000.00. Purchases which involve an expenditure of more than One Thousand Five Hundred Dollars (\$1,500.00) but not more than Ten Thousand Dollars (\$10,000.00), exclusive of freight and shipping charges may be made from the lowest and best bidder without publishing or posting advertisement for bids, provided at least two (2) competitive written bids have been obtained. governing authority purchasing commodities pursuant to this paragraph (b) may authorize its purchasing agent, or his designee, with regard to governing authorities other than counties, or its purchase clerk, or his designee, with regard to counties, to accept the lowest and best competitive written bid. authorization shall be made in writing by the governing authority and shall be maintained on file in the primary office of the agency and recorded in the official minutes of the governing authority, as appropriate. The purchasing agent or the purchase clerk, or their designee, as the case may be, and not the

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governing authority, shall be liable for any penalties and/or 361 damages as may be imposed by law for any act or omission of the 362 purchasing agent or purchase clerk, or their designee, 363 364 constituting a violation of law in accepting any bid without 365 approval by the governing authority. The term "competitive written bid" shall mean a bid submitted on a bid form furnished by 366 the buying agency or governing authority and signed by authorized 367 368 personnel representing the vendor, or a bid submitted on a vendor's letterhead or identifiable bid form and signed by 369 authorized personnel representing the vendor. Bids may be 370 371 submitted by facsimile, electronic mail or other generally accepted method of information distribution. Bids submitted by 372 electronic transmission shall not require the signature of the 373 374 vendor's representative unless required by agencies or governing 375 authorities.

(c) Bidding procedure for purchases over \$10,000.00.

Publication requirement. Purchases which

involve an expenditure of more than Ten Thousand Dollars (\$10,000.00), exclusive of freight and shipping charges may be made from the lowest and best bidder after advertising for competitive sealed bids once each week for two (2) consecutive weeks in a regular newspaper published in the county or municipality in which such agency or governing authority is The date as published for the bid opening shall not be less than seven (7) working days after the last published notice; however, if the purchase involves a construction project in which the estimated cost is in excess of Fifteen Thousand Dollars (\$15,000.00), such bids shall not be opened in less than fifteen (15) working days after the last notice is published and the notice for the purchase of such construction shall be published once each week for two (2) consecutive weeks. The notice of intention to let contracts or purchase equipment shall state the time and place at which bids shall be received, list the contracts

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to be made or types of equipment or supplies to be purchased, and, 394 if all plans and/or specifications are not published, refer to the 395 plans and/or specifications on file. If there is no newspaper 396 397 published in the county or municipality, then such notice shall be 398 given by posting same at the courthouse, or for municipalities at 399 the city hall, and at two (2) other public places in the county or municipality, and also by publication once each week for two (2) 400 consecutive weeks in some newspaper having a general circulation 401 402 in the county or municipality in the above provided manner. the same date that the notice is submitted to the newspaper for 403 404 publication, the agency or governing authority involved shall mail written notice to, or provide electronic notification to the main 405 406 office of the Mississippi Contract Procurement Center that 407 contains the same information as that in the published notice. 408 (ii) Bidding process amendment procedure. plans and/or specifications are published in the notification, 409 then the plans and/or specifications may not be amended. 410 411 plans and/or specifications are not published in the notification, then amendments to the plans/specifications, bid opening date, bid 412 413 opening time and place may be made, provided that the agency or governing authority maintains a list of all prospective bidders 414 415 who are known to have received a copy of the bid documents and all 416 such prospective bidders are sent copies of all amendments. notification of amendments may be made via mail, facsimile, 417 418 electronic mail or other generally accepted method of information distribution. No addendum to bid specifications may be issued 419 420 within forty-eight (48) working hours of the time established for the receipt of bids unless such addendum also amends the bid 421 opening to a date not less than five (5) working days after the 422 423 date of the addendum. 424 (iii) Filing requirement. In all cases involving 425 governing authorities, before the notice shall be published or

posted, the plans or specifications for the construction or

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H. B. No. 500 01/HR03/R518 PAGE 13 (RF\LH) equipment being sought shall be filed with the clerk of the board
of the governing authority. In addition to these requirements, a
bid file shall be established which shall indicate those vendors
to whom such solicitations and specifications were issued, and
such file shall also contain such information as is pertinent to

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(iv) Specification restrictions. Specifications pertinent to such bidding shall be written so as not to exclude comparable equipment of domestic manufacture. Provided, however, that should valid justification be presented, the Department of Finance and Administration or the board of a governing authority may approve a request for specific equipment necessary to perform a specific job. Further, such justification, when placed on the minutes of the board of a governing authority, may serve as authority for that governing authority to write specifications to require a specific item of equipment needed to perform a specific In addition to these requirements, from and after July 1, 1990, vendors of relocatable classrooms and the specifications for the purchase of such relocatable classrooms published by local school boards shall meet all pertinent regulations of the State Board of Education, including prior approval of such bid by the State Department of Education.

(d) Lowest and best bid decision procedure.

Decision procedure. Purchases may be made 450 451 from the lowest and best bidder. In determining the lowest and best bid, freight and shipping charges shall be included. 452 453 Life-cycle costing, total cost bids, warranties, guaranteed buy-back provisions and other relevant provisions may be included 454 455 in the best bid calculation. All best bid procedures for state 456 agencies must be in compliance with regulations established by the Department of Finance and Administration. If any governing 457 458 authority accepts a bid other than the lowest bid actually 459 submitted, it shall place on its minutes detailed calculations and

narrative summary showing that the accepted bid was determined to 460 be the lowest and best bid, including the dollar amount of the 461 accepted bid and the dollar amount of the lowest bid. No agency 462 463 or governing authority shall accept a bid based on items not 464 included in the specifications. (ii) Construction project negotiations authority. 465 466 If the lowest and best bid is not more than ten percent (10%) 467 above the amount of funds allocated for a public construction or 468 renovation project, then the agency or governing authority shall be permitted to negotiate with the lowest bidder in order to enter 469 470 into a contract for an amount not to exceed the funds allocated. Lease-purchase authorization. For the purposes of 471 472 this section, the term "equipment" shall mean equipment, furniture and, if applicable, associated software and other applicable 473 474 direct costs associated with the acquisition. Any lease-purchase of equipment which an agency is not required to lease-purchase 475 under the master lease-purchase program pursuant to Section 476 477 31-7-10 and any lease-purchase of equipment which a governing authority elects to lease-purchase may be acquired by a 478 479 lease-purchase agreement under this paragraph (e). Lease-purchase 480 financing may also be obtained from the vendor or from a 481 third-party source after having solicited and obtained at least two (2) written competitive bids, as defined in paragraph (b) of 482 this section, for such financing without advertising for such 483 484 Solicitation for the bids for financing may occur before or after acceptance of bids for the purchase of such equipment or, 485 486 where no such bids for purchase are required, at any time before 487 the purchase thereof. No such lease-purchase agreement shall be for an annual rate of interest which is greater than the overall 488 489 maximum interest rate to maturity on general obligation indebtedness permitted under Section 75-17-101, and the term of 490 491 such lease-purchase agreement shall not exceed the useful life of equipment covered thereby as determined according to the upper 492

limit of the asset depreciation range (ADR) guidelines for the 493 Class Life Asset Depreciation Range System established by the 494 Internal Revenue Service pursuant to the United States Internal 495 496 Revenue Code and regulations thereunder as in effect on December 497 31, 1980, or comparable depreciation guidelines with respect to any equipment not covered by ADR guidelines. Any lease-purchase 498 agreement entered into pursuant to this paragraph (e) may contain 499 500 any of the terms and conditions which a master lease-purchase agreement may contain under the provisions of Section 31-7-10(5), 501 and shall contain an annual allocation dependency clause 502 503 substantially similar to that set forth in Section 31-7-10(8). 504 Each agency or governing authority entering into a lease-purchase 505 transaction pursuant to this paragraph (e) shall maintain with 506 respect to each such lease-purchase transaction the same 507 information as required to be maintained by the Department of Finance and Administration pursuant to Section 31-7-10(13). 508 However, nothing contained in this section shall be construed to 509 510 permit agencies to acquire items of equipment with a total acquisition cost in the aggregate of less than Ten Thousand 511 512 Dollars (\$10,000.00) by a single lease-purchase transaction. All equipment, and the purchase thereof by any lessor, acquired by 513 514 lease-purchase under this paragraph and all lease-purchase 515 payments with respect thereto shall be exempt from all Mississippi sales, use and ad valorem taxes. Interest paid on any 516 517 lease-purchase agreement under this section shall be exempt from State of Mississippi income taxation. 518 Alternate bid authorization. When necessary to 519 ensure ready availability of commodities for public works and the 520

timely completion of public projects, no more than two (2) 521 alternate bids may be accepted by a governing authority for 522 commodities. No purchases may be made through use of such 523 524 alternate bids procedure unless the lowest and best bidder, for 525 reasons beyond his control, cannot deliver the commodities H. B. No. 500

contained in his bid. In that event, purchases of such 526 527 commodities may be made from one (1) of the bidders whose bid was 528 accepted as an alternate.

529 Construction contract change authorization. 530 event a determination is made by an agency or governing authority 531 after a construction contract is let that changes or modifications to the original contract are necessary or would better serve the 532 purpose of the agency or the governing authority, such agency or 533 governing authority may, in its discretion, order such changes 534 pertaining to the construction that are necessary under the 535 536 circumstances without the necessity of further public bids; provided that such change shall be made in a commercially 537 538 reasonable manner and shall not be made to circumvent the public purchasing statutes. In addition to any other authorized person, 539 540 the architect or engineer hired by an agency or governing 541 authority with respect to any public construction contract shall 542 have the authority, when granted by an agency or governing 543 authority, to authorize changes or modifications to the original contract without the necessity of prior approval of the agency or 544 governing authority when any such change or modification is less 545 than one percent (1%) of the total contract amount. The agency or 546 547 governing authority may limit the number, manner or frequency of 548 such emergency changes or modifications.

Petroleum purchase alternative. In addition to 549 (h) 550 other methods of purchasing authorized in this chapter, when any agency or governing authority shall have a need for gas, diesel 551 552 fuel, oils and/or other petroleum products in excess of the amount 553 set forth in paragraph (a) of this section, such agency or governing authority may purchase the commodity after having 554 555 solicited and obtained at least two (2) competitive written bids, as defined in paragraph (b) of this section. 556 If two (2)557 competitive written bids are not obtained the entity shall comply 558 with the procedures set forth in paragraph (c) of this section.

In the event any agency or governing authority shall have
advertised for bids for the purchase of gas, diesel fuel, oils and
other petroleum products and coal and no acceptable bids can be
obtained, such agency or governing authority is authorized and
directed to enter into any negotiations necessary to secure the
lowest and best contract available for the purchase of such
commodities.

- Road construction petroleum products price adjustment clause authorization. Any agency or governing authority authorized to enter into contracts for the construction, maintenance, surfacing or repair of highways, roads or streets, may include in its bid proposal and contract documents a price adjustment clause with relation to the cost to the contractor, including taxes, based upon an industry-wide cost index, of petroleum products including asphalt used in the performance or execution of the contract or in the production or manufacture of materials for use in such performance. Such industry-wide index shall be established and published monthly by the Mississippi Department of Transportation with a copy thereof to be mailed, upon request, to the clerks of the governing authority of each municipality and the clerks of each board of supervisors throughout the state. The price adjustment clause shall be based on the cost of such petroleum products only and shall not include any additional profit or overhead as part of the adjustment. bid proposals or document contract shall contain the basis and methods of adjusting unit prices for the change in the cost of such petroleum products.
- (j) State agency emergency purchase procedure. If the executive head of any agency of the state shall determine that an emergency exists in regard to the purchase of any commodities or repair contracts, so that the delay incident to giving opportunity for competitive bidding would be detrimental to the interests of the state, then the provisions herein for competitive bidding

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shall not apply and the head of such agency shall be authorized to 592 make the purchase or repair. Total purchases so made shall only 593 be for the purpose of meeting needs created by the emergency 594 595 situation. In the event such executive head is responsible to an 596 agency board, at the meeting next following the emergency purchase, documentation of the purchase, including a description 597 of the commodity purchased, the purchase price thereof and the 598 599 nature of the emergency shall be presented to the board and placed on the minutes of the board of such agency. The head of such 600 agency shall, at the earliest possible date following such 601 602 emergency purchase, file with the Department of Finance and 603 Administration (i) a statement under oath certifying the conditions and circumstances of the emergency, and (ii) a 604 605 certified copy of the appropriate minutes of the board of such agency, if applicable. 606

(k) Governing authority emergency purchase procedure.

If the governing authority, or the governing authority acting through its designee, shall determine that an emergency exists in regard to the purchase of any commodities or repair contracts, so that the delay incident to giving opportunity for competitive bidding would be detrimental to the interest of the governing authority, then the provisions herein for competitive bidding shall not apply and any officer or agent of such governing authority having general or special authority therefor in making such purchase or repair shall approve the bill presented therefor, and he shall certify in writing thereon from whom such purchase was made, or with whom such a repair contract was made. At the board meeting next following the emergency purchase or repair contract, documentation of the purchase or repair contract, including a description of the commodity purchased, the price thereof and the nature of the emergency shall be presented to the board and shall be placed on the minutes of the board of such

governing authority.

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625	(1) Hospital purchase or lease authorization. The
626	commissioners or board of trustees of any hospital owned or owned
627	and operated separately or jointly by one or more counties,
628	cities, towns, supervisors districts or election districts, or
629	combinations thereof, may contract with such lowest and best
630	bidder for the purchase or lease of any commodity under a contract
631	of purchase or lease-purchase agreement whose obligatory terms do
632	not exceed five (5) years. In addition to the authority granted
633	herein, the commissioners or board of trustees are authorized to
634	enter into contracts for the lease of equipment or services, or
635	both, which it considers necessary for the proper care of patients
636	if, in its opinion, it is not financially feasible to purchase the
637	necessary equipment or services. Any such contract for the lease
638	of equipment or services executed by the commissioners or board
639	shall not exceed a maximum of five (5) years' duration and shall
640	include a cancellation clause based on unavailability of funds.
641	If such cancellation clause is exercised, there shall be no
642	further liability on the part of the lessee.

- 643 (m) Exceptions from bidding requirements. Excepted 644 from bid requirements are:
- 645 (i) Purchasing agreements approved by department.
 646 Purchasing agreements, contracts and maximum price regulations
 647 executed or approved by the Department of Finance and
 648 Administration.
- 649 (ii) Outside equipment repairs. Repairs to 650 equipment, when such repairs are made by repair facilities in the private sector; however, engines, transmissions, rear axles and/or 651 652 other such components shall not be included in this exemption when replaced as a complete unit instead of being repaired and the need 653 654 for such total component replacement is known before disassembly of the component; provided, however, that invoices identifying the 655 equipment, specific repairs made, parts identified by number and 656 657 name, supplies used in such repairs, and the number of hours of

labor and costs therefor shall be required for the payment for such repairs.

(iii) In-house equipment repairs. Purchases of parts for repairs to equipment, when such repairs are made by personnel of the agency or governing authority; however, entire assemblies, such as engines or transmissions, shall not be included in this exemption when the entire assembly is being replaced instead of being repaired.

666 (iv) Raw gravel or dirt. Raw unprocessed deposits
667 of gravel or fill dirt which are to be removed and transported by
668 the purchaser.

vehicles or other equipment purchased from a federal or state agency or a governing authority at a public auction held for the purpose of disposing of such vehicles or other equipment. Any purchase by a governing authority under the exemption authorized by this <u>subparagraph</u> (v) shall require advance authorization spread upon the minutes of the governing authority to include the listing of the item or items authorized to be purchased and the maximum bid authorized to be paid for each item or items.

(vi) Intergovernmental sales and transfers.

Purchases, sales, transfers or trades by governing authorities or state agencies when such purchases, sales, transfers or trades are made by a private treaty agreement or through means of negotiation, from any federal agency or authority, another governing authority or state agency of the State of Mississippi, or any state agency of another state. Nothing in this section shall permit such purchases through public auction except as provided for in <u>subparagraph</u> (v) of this section. It is the intent of this section to allow governmental entities to dispose of and/or purchase commodities from other governmental entities at a price that is agreed to by both parties. This shall allow for

purchases and/or sales at prices which may be determined to be

below the market value if the selling entity determines that the 691 sale at below market value is in the best interest of the 692 taxpayers of the state. Governing authorities shall place the 693 694 terms of the agreement and any justification on the minutes, and 695 state agencies shall obtain approval from the Department of 696 Finance and Administration, prior to releasing or taking possession of the commodities. 697 698 (vii) Perishable supplies or food. Perishable 699 supplies or foods purchased for use in connection with hospitals, the school lunch programs, homemaking programs and for the feeding 700 701 of county or municipal prisoners. (viii) Single source items. Noncompetitive items 702 703 available from one (1) source only. In connection with the 704 purchase of noncompetitive items only available from one (1) source, a certification of the conditions and circumstances 705 706 requiring the purchase shall be filed by the agency with the Department of Finance and Administration and by the governing 707

authority with the board of the governing authority. Upon receipt of that certification the Department of Finance and Administration or the board of the governing authority, as the case may be, may,

711 in writing, authorize the purchase, which authority shall be noted

on the minutes of the body at the next regular meeting thereafter.

713 In those situations, a governing authority is not required to

714 obtain the approval of the Department of Finance and

715 Administration.

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(ix) Waste disposal facility construction

717 contracts. Construction of incinerators and other facilities for

718 disposal of solid wastes in which products either generated

719 therein, such as steam, or recovered therefrom, such as materials

720 for recycling, are to be sold or otherwise disposed of; provided,

721 however, in constructing such facilities a governing authority or

722 agency shall publicly issue requests for proposals, advertised for

723 in the same manner as provided herein for seeking bids for public

construction projects, concerning the design, construction, 724 725 ownership, operation and/or maintenance of such facilities, 726 wherein such requests for proposals when issued shall contain 727 terms and conditions relating to price, financial responsibility, 728 technology, environmental compatibility, legal responsibilities 729 and such other matters as are determined by the governing authority or agency to be appropriate for inclusion; and after 730 responses to the request for proposals have been duly received, 731 732 the governing authority or agency may select the most qualified proposal or proposals on the basis of price, technology and other 733 734 relevant factors and from such proposals, but not limited to the terms thereof, negotiate and enter contracts with one or more of 735 736 the persons or firms submitting proposals.

- 737 (x) Hospital group purchase contracts. Supplies,
 738 commodities and equipment purchased by hospitals through group
 739 purchase programs pursuant to Section 31-7-38.
- 740 (xi) Information technology products. Purchases
 741 of information technology products made by governing authorities
 742 under the provisions of purchase schedules, or contracts executed
 743 or approved by the Mississippi Department of Information
 744 Technology Services and designated for use by governing
 745 authorities.
- Energy efficiency services and equipment acquired by school
 districts, community and junior colleges, institutions of higher
 learning and state agencies or other applicable governmental
 entities on a shared-savings, lease or lease-purchase basis
 pursuant to Section 31-7-14.
- 752 (xiii) Municipal electrical utility system fuel.
 753 Purchases of coal and/or natural gas by municipally-owned electric
 754 power generating systems that have the capacity to use both coal
 755 and natural gas for the generation of electric power.



756	(xiv) Library books and other reference materials.
757	Purchases by libraries or for libraries of books and periodicals;
758	processed film, video cassette tapes, filmstrips and slides;
759	recorded audio tapes, cassettes and diskettes; and any such items
760	as would be used for teaching, research or other information
761	distribution; however, equipment such as projectors, recorders,
762	audio or video equipment, and monitor televisions are not exempt
763	under this <u>sub</u> paragraph.
764	(xv) Unmarked vehicles. Purchases of unmarked
765	vehicles when such purchases are made in accordance with
766	purchasing regulations adopted by the Department of Finance and
767	Administration pursuant to Section 31-7-9(2).
768	(xvi) Election ballots. Purchases of ballots
769	printed pursuant to Section 23-15-351.
770	(xvii) Multichannel interactive video systems.
771	From and after July 1, 1990, contracts by Mississippi Authority
772	for Educational Television with any private educational
773	institution or private nonprofit organization whose purposes are
774	educational in regard to the construction, purchase, lease or
775	lease-purchase of facilities and equipment and the employment of
776	personnel for providing multichannel interactive video systems
777	(ITSF) in the school districts of this state.
778	(xviii) Purchases of prison industry products.
779	From and after January 1, 1991, purchases made by state agencies
780	or governing authorities involving any item that is manufactured,
781	processed, grown or produced from the state's prison industries.
782	(xix) Undercover operations equipment. Purchases
783	of surveillance equipment or any other high-tech equipment to be
784	used by law enforcement agents in undercover operations, provided
785	that any such purchase shall be in compliance with regulations
786	established by the Department of Finance and Administration.
787	(xx) Junior college books for rent. Purchases by
788	community or junior colleges of textbooks which are obtained for

H. B. No. 500 01/HR03/R518 PAGE 24 (RF\LH)

- 789 the purpose of renting such books to students as part of a book
- 790 service system.
- 791 (xxi) Certain school district purchases.
- 792 Purchases of commodities made by school districts from vendors
- 793 with which any levying authority of the school district, as
- 794 defined in Section 37-57-1, has contracted through competitive
- 795 bidding procedures for purchases of the same commodities.
- 796 (xxii) Garbage, solid waste and sewage contracts.
- 797 Contracts for garbage collection or disposal, contracts for solid
- 798 waste collection or disposal and contracts for sewage collection
- 799 or disposal.
- 800 (xxiii) Municipal water tank maintenance
- 801 contracts. Professional maintenance program contracts for the
- 802 repair or maintenance of municipal water tanks, which provide
- 803 professional services needed to maintain municipal water storage
- 804 tanks for a fixed annual fee for a duration of two (2) or more
- 805 years.
- 806 (xxiv) Purchases of Mississippi Industries for the
- 807 Blind products. Purchases made by state agencies or governing
- 808 authorities involving any item that is manufactured, processed or
- 809 produced by the Mississippi Industries for the Blind.
- 810 (xxv) Purchases of state-adopted textbooks.
- Purchases of state-adopted textbooks by public school districts.
- 812 (xxvi) Certain purchases under the Mississippi
- 813 Major Economic Impact Act. Contracts entered into pursuant to the
- 814 provisions of Section 57-75-9(2) and (3).
- 815 (n) Term contract authorization. All contracts for the
- 816 purchase of:
- 817 (i) All contracts for the purchase of commodities,
- 818 equipment and public construction (including, but not limited to,
- 819 repair and maintenance), may be let for periods of not more than
- 820 sixty (60) months in advance, subject to applicable statutory
- 821 provisions prohibiting the letting of contracts during specified

periods near the end of terms of office. Term contracts for a period exceeding twenty-four (24) months shall also be subject to ratification or cancellation by governing authority boards taking office subsequent to the governing authority board entering the contract.

(ii) Bid proposals and contracts may include price adjustment clauses with relation to the cost to the contractor based upon a nationally published industry-wide or nationally published and recognized cost index. The cost index used in a price adjustment clause shall be determined by the Department of Finance and Administration for the state agencies and by the governing board for governing authorities. The bid proposal and contract documents utilizing a price adjustment clause shall contain the basis and method of adjusting unit prices for the change in the cost of such commodities, equipment and public construction.

Purchase law violation prohibition and vendor (0) No contract or purchase as herein authorized shall be made for the purpose of circumventing the provisions of this section requiring competitive bids, nor shall it be lawful for any person or concern to submit individual invoices for amounts within those authorized for a contract or purchase where the actual value of the contract or commodity purchased exceeds the authorized amount and the invoices therefor are split so as to appear to be authorized as purchases for which competitive bids are not required. Submission of such invoices shall constitute a misdemeanor punishable by a fine of not less than Five Hundred Dollars (\$500.00) nor more than One Thousand Dollars (\$1,000.00), or by imprisonment for thirty (30) days in the county jail, or both such fine and imprisonment. In addition, the claim or claims submitted shall be forfeited.

(p) Electrical utility petroleum-based equipment

purchase procedure. When in response to a proper advertisement

H. B. No. 500

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therefor, no bid firm as to price is submitted to an electric utility for power transformers, distribution transformers, power breakers, reclosers or other articles containing a petroleum product, the electric utility may accept the lowest and best bid therefor although the price is not firm.

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Fuel management system bidding procedure. Any governing authority or agency of the state shall, before contracting for the services and products of a fuel management or fuel access system, enter into negotiations with not fewer than two (2) sellers of fuel management or fuel access systems for competitive written bids to provide the services and products for the systems. In the event that the governing authority or agency cannot locate two (2) sellers of such systems or cannot obtain bids from two (2) sellers of such systems, it shall show proof that it made a diligent, good-faith effort to locate and negotiate with two (2) sellers of such systems. Such proof shall include, but not be limited to, publications of a request for proposals and letters soliciting negotiations and bids. For purposes of this paragraph (q), a fuel management or fuel access system is an automated system of acquiring fuel for vehicles as well as management reports detailing fuel use by vehicles and drivers, and the term "competitive written bid" shall have the meaning as defined in paragraph (b) of this section. Governing authorities and agencies shall be exempt from this process when contracting for the services and products of a fuel management or fuel access systems under the terms of a state contract established by the Office of Purchasing and Travel.

entering into any contract for garbage collection or disposal, contract for solid waste collection or disposal or contract for sewage collection or disposal, which involves an expenditure of more than Fifty Thousand Dollars (\$50,000.00), a governing authority or agency shall issue publicly a request for proposals

concerning the specifications for such services which shall be advertised for in the same manner as provided in this section for seeking bids for purchases which involve an expenditure of more than Ten Thousand Dollars (\$10,000.00). Any request for proposals when issued shall contain terms and conditions relating to price, financial responsibility, technology, legal responsibilities and other relevant factors as are determined by the governing authority or agency to be appropriate for inclusion; all factors determined relevant by the governing authority or agency or required by this paragraph (r) shall be duly included in the advertisement to elicit proposals. After responses to the request for proposals have been duly received, the governing authority or agency shall select the most qualified proposal or proposals on the basis of price, technology and other relevant factors and from such proposals, but not limited to the terms thereof, negotiate and enter contracts with one or more of the persons or firms submitting proposals. If the governing authority or agency deems none of the proposals to be qualified or otherwise acceptable, the request for proposals process may be reinitiated. Notwithstanding any other provisions of this paragraph, where a county with at least thirty-five thousand (35,000) nor more than forty thousand (40,000) population, according to the 1990 federal decennial census, owns or operates a solid waste landfill, the governing authorities of any other county or municipality may contract with the governing authorities of the county owning or operating the landfill, pursuant to a resolution duly adopted and spread upon the minutes of each governing authority involved, for garbage or solid waste collection or disposal services through contract negotiations.

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917 (s) Minority set aside authorization. Notwithstanding 918 any provision of this section to the contrary, any agency or 919 governing authority, by order placed on its minutes, may, in its 920 discretion, set aside not more than twenty percent (20%) of its H. B. No. 500 (1/HR03/R518) PAGE 28 (RF\LH)

anticipated annual expenditures for the purchase of commodities 921 922 from minority businesses; however, all such set-aside purchases shall comply with all purchasing regulations promulgated by the 923 924 Department of Finance and Administration and shall be subject to 925 bid requirements under this section. Set-aside purchases for which competitive bids are required shall be made from the lowest 926 and best minority business bidder. For the purposes of this 927 paragraph, the term "minority business" means a business which is 928 929 owned by a majority of persons who are United States citizens or permanent resident aliens (as defined by the Immigration and 930 931 Naturalization Service) of the United States, and who are Asian, Black, Hispanic or Native American, according to the following 932 933 definitions:

- 934 (i) "Asian" means persons having origins in any of 935 the original people of the Far East, Southeast Asia, the Indian 936 subcontinent, or the Pacific Islands.
- 937 (ii) "Black" means persons having origins in any 938 black racial group of Africa.
- 939 (iii) "Hispanic" means persons of Spanish or 940 Portuguese culture with origins in Mexico, South or Central 941 America, or the Caribbean Islands, regardless of race.
- 942 (iv) "Native American" means persons having 943 origins in any of the original people of North America, including 944 American Indians, Eskimos and Aleuts.
- 945 Construction punch list restriction. architect, engineer or other representative designated by the 946 947 agency or governing authority that is contracting for public 948 construction or renovation may prepare and submit to the contractor only one (1) preliminary punch list of items that do 949 950 not meet the contract requirements at the time of substantial completion and one (1) final list immediately before final 951 952 completion and final payment.

954	Contracts by agencies and governing authorities under this chapter
955	shall be subject to the provisions of Section 1 of this act.
956	(v) Purchase authorization clarification. Nothing in
957	this section shall be construed as authorizing any purchase not
958	authorized by law.
959	SECTION 6. Section 31-7-38, Mississippi Code of 1972, is
960	amended as follows:
961	31-7-38. The commissioners or board of trustees of any
962	hospital owned or owned and operated separately or jointly by one
963	or more counties, cities, towns, supervisors districts or election
964	districts, or combinations thereof, may authorize by resolution
965	the organization and operation of, or the participation in, a
966	group purchase program with other hospitals, for the purchase of
967	supplies, commodities and equipment when it appears to the board
968	of trustees that such a group purchase program could or would
969	affect economy or efficiency in their operations. Purchases by
970	hospitals participating in group purchasing programs of supplies,
971	commodities and equipment through such programs shall be exempt
972	from the provisions of Sections 31-7-12 and 31-7-13. However,
973	group purchase program contracts shall be subject to the
974	provisions of Section 1 of this act. This section shall stand
975	repealed on July 1, 2005.
976	SECTION 7. This act shall take effect and be in force from
977	and after July 1, 2001.

Contracts subject to Section 1 of this act.

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