

By: Representative Broomfield

To: Ports, Harbors and
Airports; Appropriations

HOUSE BILL NO. 1229

1 AN ACT TO AMEND SECTION 25-3-41, MISSISSIPPI CODE OF 1972, TO
2 REQUIRE ALL OFFICIAL TRAVEL BY AIRLINE BY STATE OFFICERS OR
3 EMPLOYEES TO ORIGINATE AT AN AIRPORT LOCATED WITHIN THE STATE OF
4 MISSISSIPPI; AND FOR RELATED PURPOSES.

5 BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF MISSISSIPPI:

6 **SECTION 1.** Section 25-3-41, Mississippi Code of 1972, is
7 amended as follows:

8 25-3-41. (1) When any officer or employee of the State of
9 Mississippi, or any department, agency or institution thereof,
10 after first being duly authorized, is required to travel in the
11 performance of his official duties, the officer or employee shall
12 receive as expenses for each mile actually and necessarily
13 traveled, when the travel is done by a privately owned automobile
14 or other privately owned motor vehicle, the mileage reimbursement
15 rate allowable to federal employees for the use of a privately
16 owned vehicle while on official travel.

17 (2) When any officer or employee of any county or
18 municipality, or of any agency, board or commission thereof, after
19 first being duly authorized, is required to travel in the
20 performance of his official duties, the officer or employee shall
21 receive as expenses Twenty Cents (20¢) for each mile actually and
22 necessarily traveled, when the travel is done by a privately owned
23 motor vehicle; provided, however, that the governing authorities
24 of a county or municipality may, in their discretion, authorize an
25 increase in the mileage reimbursement of officers and employees of
26 the county or municipality, or of any agency, board or commission
27 thereof, in an amount not to exceed the mileage reimbursement rate

28 authorized for officers and employees of the State of Mississippi
29 in subsection (1) of this section.

30 (3) Where two (2) or more officers or employees travel in
31 one (1) privately owned motor vehicle, only one (1) travel expense
32 allowance at the authorized rate per mile shall be allowed for any
33 one (1) trip. When the travel is done by means of a public
34 carrier or other means not involving a privately owned motor
35 vehicle, then the officer or employee shall receive as travel
36 expense the actual fare or other expenses incurred in such travel.

37 (4) In addition to the foregoing, a public officer or
38 employee shall be reimbursed for other actual expenses such as
39 meals, lodging and other necessary expenses incurred in the course
40 of the travel, subject to limitations placed on meals for
41 intrastate and interstate official travel by the Department of
42 Finance and Administration, provided, that the Legislative Budget
43 Office shall place any limitations for expenditures made on
44 matters under the jurisdiction of the Legislature. The Department
45 of Finance and Administration shall set a maximum daily
46 expenditure annually for such meals and shall notify officers and
47 employees of changes to these allowances immediately upon approval
48 of the changes. Travel by airline shall be at the tourist rate
49 unless that space was unavailable. The officer or employee shall
50 certify that tourist accommodations were not available if travel
51 is performed in first class airline accommodations. Travel by
52 airline shall originate at an airport located within the State of
53 Mississippi. Itemized expense accounts shall be submitted by
54 those officers or employees in such number as the department,
55 agency or institution may require; but in any case one (1) copy
56 shall be furnished by state departments, agencies or institutions
57 to the Department of Finance and Administration for preaudit or
58 postaudit. The Department of Finance and Administration shall
59 promulgate and adopt reasonable rules and regulations which it
60 deems necessary and requisite to effectuate economies for all

61 expenses authorized and paid pursuant to this section.
62 Requisitions shall be made on the State Fiscal Officer who shall
63 issue his warrant on the State Treasurer. Provided, however, that
64 the provisions of this section shall not include agencies financed
65 entirely by federal funds and audited by federal auditors.

66 (5) Any officer or employee of a county or municipality, or
67 any department, board or commission thereof, who is required to
68 travel in the performance of his official duties, may receive
69 funds before the travel, in the discretion of the administrative
70 head of the county or municipal department, board or commission
71 involved, for the purpose of paying necessary expenses incurred
72 during the travel. Upon return from the travel, the officer or
73 employee shall provide receipts of transportation, lodging, meals,
74 fees and any other expenses incurred during the travel. Any
75 portion of the funds advanced which is not expended during the
76 travel shall be returned by the officer or employee. The
77 Department of Audit shall adopt rules and regulations regarding
78 advance payment of travel expenses and submission of receipts to
79 ensure proper control and strict accountability for those payments
80 and expenses.

81 (6) No state or federal funds received from any source by
82 any arm or agency of the state shall be expended in traveling
83 outside of the continental limits of the United States until the
84 governing body or head of the agency makes a finding and
85 determination that the travel would be extremely beneficial to the
86 state agency and obtains a written concurrence thereof from the
87 Governor, or his designee, and the Department of Finance and
88 Administration.

89 (7) Where any officer or employee of the State of
90 Mississippi, or any department, agency or institution thereof, or
91 of any county or municipality, or of any agency, board or
92 commission thereof, is authorized to receive travel reimbursement
93 under any other provision of law, the reimbursement may be paid

94 under the provisions of this section or the other section, but not
95 under both.

96 (8) When the Governor or Lieutenant Governor appoints a
97 person to a board, commission or other position that requires
98 confirmation by the Senate, the person may receive reimbursement
99 for mileage and other actual expenses incurred in the performance
100 of official duties before the appointment is confirmed by the
101 Senate, as reimbursement for those expenses is authorized under
102 this section.

103 (9) (a) The Department of Finance and Administration may
104 contract with one or more commercial travel agencies, after
105 receiving competitive bids or proposals therefor, for that travel
106 agency or agencies to provide necessary travel services for state
107 officers and employees. Municipal and county officers and
108 municipal and county employees may also participate in the state
109 travel agency contract and utilize these travel services for
110 official municipal or county travel. However, the administrative
111 head of each state institution of higher learning may, in his
112 discretion, contract with a commercial travel agency to provide
113 necessary travel services for all academic officials and staff of
114 the university in lieu of participation in the state travel agency
115 contract. Any such decision by a university to contract with a
116 separate travel agency shall be approved by the Board of Trustees
117 of State Institutions of Higher Learning and the Executive
118 Director of the Department of Finance and Administration.

119 (b) Before executing a contract with one or more travel
120 agencies, the Department of Finance and Administration shall
121 advertise for competitive bids or proposals once a week for two
122 (2) consecutive weeks in a regular newspaper having a general
123 circulation throughout the State of Mississippi. If the
124 department determines that it should not contract with any of the
125 bidders initially submitting proposals, the department may reject
126 all those bids, advertise as provided in this paragraph and

127 receive new proposals before executing the contract or contracts.
128 The contract or contracts may be for a period not greater than
129 three (3) years, with an option for the travel agency or agencies
130 to renew the contract or contracts on a one-year basis on the same
131 terms as the original contract or contracts, for a maximum of two
132 (2) renewals. After the travel agency or agencies have renewed
133 the contract twice or have declined to renew the contract for the
134 maximum number of times, the Department of Finance and
135 Administration shall advertise for bids in the manner required by
136 this paragraph and execute a new contract or contracts.

137 (c) Whenever any state officer or employee travels in
138 the performance of his official duties by airline or other public
139 carrier, he may have his travel arrangements handled by that
140 travel agency or agencies. The amount paid for airline
141 transportation for any state officer or employee, whether the
142 travel was arranged by that travel agency or agencies or was
143 arranged otherwise, shall not exceed the amount specified in the
144 state contract established by the Department of Finance and
145 Administration, Office of Purchasing and Travel, unless prior
146 approval is obtained from the office.

147 **SECTION 2.** This act shall take effect and be in force from
148 and after July 1, 2005.