



DEPARTMENT OF FINANCE & ADMINISTRATION
OFFICE OF PURCHASING, TRAVEL & FLEET MANAGEMENT
WEBSITE: [HTTP://WWW.DFA.MS.GOV](http://www.dfa.ms.gov)
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PURCHASING NOTES



ISSUED BY THE OFFICE OF
PURCHASING, TRAVEL AND
FLEET MANAGEMENT

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UPDATE

CONTRACT *Listings*

OPTFM Contracts by Analyst Responsibilities

Please contact the analysts below if you need assistance with any OPTFM contracts:

- **ASHLEY SMITH**

- Ammunition
- Fire Protection
- MS Recycled Products
- Laundry/Linen Rental Services
- Furniture (H-M)
- Mailing Equipment

- **SHAKRITA FIELDS**

- MDOT SWC
- Firefighting Uniforms
- Water Treatment
- Copiers/Printers

- **LASHUN SMITH**

- Incontinence
- Laundry Chemicals
- Toner
- Janitorial

- **JAMES BRABSTON**

- Traffic Signals
- Ground Maintenance
- Soft Body Armor
- Office Papers
- Furniture (N-Z)
- Office Supplies

- **KIZZIE SHORTER**

- Furniture (A-G)
- Interior Signage
- Maintenance Repair & Operations
- Panel Systems
- Carbonless Paper
- Lab Supplies

CONTRACT AGENCIES LISTINGS

ASHLEY SMITH
(601)359-5406

- **ALCORN STATE**
- **ARTS COMMISSION**
- **BOSWELL REGIONALCENTER**
- **CONTRACTORS BOARD**
- **COSMETOLOGY BOARD**
- **EXAMINERS LICENSURE BOARD**
- **GRAND GULF MILITARY**
- **GULF COAST RESEARCH USM**
- **HOUSE OF REPRESENTATIVES**
- **JACKSON STATE UNIVERSITY**
- **MESSAGE THERAPY**
- **MOTOR VEHICLE COMMISSION**
- **MS DEPT. OF BANKING AND CONSUMER FINANCE**
- **MS DEPT. OF EMPLOYMENT SECURITY**
- **MS FORESTRY COMMISSION**
- **MS SPECIALIZED TREATMENT FACILITY**
- **OFFICE OF THE STATE AUDITOR**
- **REGISTRATION OF PRO ENG**
- **SENATE**
- **STATUS OF WOMEN**
- **TOMBIGBEE**
- **UNIVERSITY OF MISSISSIPPI**
- **VETERANS HOME PURCHASE BOARD**
- **WILDLIFE, FISHERIES AND PARKS**

JAMES BRABSTON
(601)359-2007

- **ATHLETIC COMMISION**
- **ATTORNEY GENERAL**
- **AUCTIONEER COMMISSION**
- **BOARD OF NURSING HOME ADMINISTRATORS**
- **BOARD OF PUBLIC ACCOUNTANCY**
- **CENTRAL MS RESIDENTIAL CENTER**
- **CHARTER SCHOOL AUTHORIZER BOARD**
- **DEPARTMENT OF HEALTH**
- **DEPARTMENT OF HUMAN SERVICES**
- **ELLISVILLE SCHOOL DISTRICT**
- **IHL BOARD**
- **LBO**
- **LEGISLATIVE JOINT OPERATIONS**
- **MENTAL HEALTH**
- **MILITARY**
- **MS DEPT. OF CORRECTIONS**
- **MS DEVELOPMENT AUTHORITY**
- **MS FUNERAL SERVICES BOARD**
- **MS STATE UNIVERSITY**
- **PUBLIC SERVICE COMMISSION**
- **SOIL AND WATER**
- **STATE ROAD AID**
- **UNIVERSITY OF MS MEDICAL CENTER**
- **VETERANS AFFAIRS BOARD**
- **YELLOW CREEK**

SHAKRITA FIELDS
(601)359-9263

- APPRAISER LICENSURE
- BOARD OF DENTAL EXAMINERS
- BOARD OF REGISTERED PROFESSIONAL GEOLOGISTS
- EAST MS STATE HOSPITAL
- ETHICS
- INSURANCE
- ITS
- LIBRARY COMMISSION
- MARINE RESOURCES
- MEDICAID
- MS DEPT. OF ARCHIVES AND HISTORY
- MS DEPT. OF EDUCATION
- MS DEPT. OF FINANCE AND ADMINISTRATION
- MS GAMING COMMISSION
- MS STATE PERSONNEL BOARD
- MS VALLEY STATE UNIVERSITY
- REGISTERED FORESTERS BOARD
- SUPREME COURT
- TAX APPEALS
- TRANSPORTATION
- UNIVERSITY PRESS
- PEER

LASHUN SMITH
(601)359-1310

- ADOLESCENT CENTER OF MS
- ARCHITECTURE BOARD
- BOARD OF ANIMAL HEALTH
- BOARD OF CHIROPRACTIC EXAMINERS
- BOARD OF PSYCHOLOGY
- BUREAU OF NARCOTICS
- CAPITAL PAST CONVICTION
- DELTA STATE UNIVERSITY
- DEPT. OF AGRICULTURE AND COMMERCE
- DEPT. OF ENVIRONMENTAL QUALITY
- JUDICIAL PERFORMANCE
- MS COAST COL
- MS DEPARTMENT OF PUBLIC SAFETY
- MS PORT AUTHORITY
- MS STATE HOSPITAL
- MS STATE OIL AND GAS BOARD
- PHYSICAL THERAPY
- REAL ESTATE COMM
- REHAB SERVICES
- REVENUE
- SOUTH MS REGIONAL CENTER
- SOUTH MS STATE HOSPITAL
- STATE PUBLIC DEFENDER
- UNIVERSITY OF SOUTHERN MISSISSIPPI
- WORKERS COMP

**KIZZIE SHORTER
(601)359-5222**

- **BOARD OF BARBER EXAMINERS**
- **BOARD OF PHARMACY**
- **CHILD PROTECTIVE SERVICES**
- **COMMUNITY COLLEGE BOARD**
- **EXAMINERS FOR SOCIAL WORKERS**
- **FIRE ACADEMY**
- **HUDSPETH**
- **JOINT LEGISLATIVE REAPP**
- **MEDICAL LICENSURE**
- **MEMA**
- **MS UNIVERSITY FOR WOMEN**
- **NORTH MS REGIONAL MEDICAL CENTER**
- **NURSING BOARD**
- **PEARL RIVER VALLEY WATER**
- **PUBLIC BROADCASTING**
- **PUBLIC EMPLOYEES RETIREMENT SYSTEM**
- **SEC OF STATE**
- **VETERINARY MEDICINE**
- **VOLUNTEER SERVICES COMMISSION**

UMB BANK TRAVEL & PCARDS

Important UMB BANK Reminder: Card Expiration and Responsibilities Card Expiration:

All cards expired on December 31, 2024. Program Coordinator Access: Program Coordinators will retain online access to pull statements and other relevant information.

Reconciliation Responsibilities: Both the Program Coordinator and Cardholder must:

1. Ensure all transactions are legitimate.
2. Reconcile statements promptly.
3. File disputes within the allotted timeframe.

Note: *Failing to reconcile statements or file disputes on time is the responsibility of the Program Coordinator and Cardholder, not the Bank. The Bank will not reimburse any cost due to missed deadlines. For detailed guidance, refer to the Card Guidelines and Cardholder Agreement.*

Important US BANK Reminder: Bank Statements

US Bank does not mail paper statements. All US Bank statements will be available for printable copies online at www.access.usbank.com.

If you are the Primary or Alternate Program Coordinator for your entity, please ensure that you have Program Coordinator Access View Online (PAV001). This view varies from Cardholder Access View (CH001). Program Coordinators will have access to the Managing Accounts in their entity as well as the Managing Account Statements. Managing Account Statements are the appropriate statement to use for bill payments. If you are a Coordinator and do not have access to PAV001, please email Candice Hay at Candice.Hay@dfa.ms.gov for PCard Account Access or Demetra Hayes at Demetra.Hayes@dfa.ms.gov for Travel Account Access.

Please keep in mind (PAV001) access is for Coordinators only. Cardholders can register online, view their own account, and pull a monthly statement for reconcilable purposes only.

FLEET NEWS

Change in Vehicle Price

Effective January 24th, and retroactive to January 1st, 2025, all 25MY Durango Pursuit orders placed before June 30, 2025, will reflect the new contract price of \$37,459.00. This is only for the time specified. Any orders prior to January 1st, 2025, will not be affected. If you have any questions, please feel free to call our office or contact Kirk Automotive, the contract vendor.

Fuelman Emergency Roadside Assistance

Fuelman provides nationwide emergency roadside assistance, available to all state agencies 24/7/365 by calling

1-888-242-7280. The following services are offered through this program.

- **Lockouts**
- **Towing**
- **Tire changes**
- **Fuel delivery**
- **Battery Service**
- **Mechanical first aid**

Vehicle Recalls

2017-2018 RAM 3500 Pickup- Hydraulic Control Unit (HCU) ABS

FCA US LLC has decided that a defect, which relates to motor vehicle safety, exists in certain 2017-2018 RAM 3500 vehicles.

If you have any questions or need assistance regarding this matter, please contact

FCA Recall Assistance Center at 1-800-853-1403.

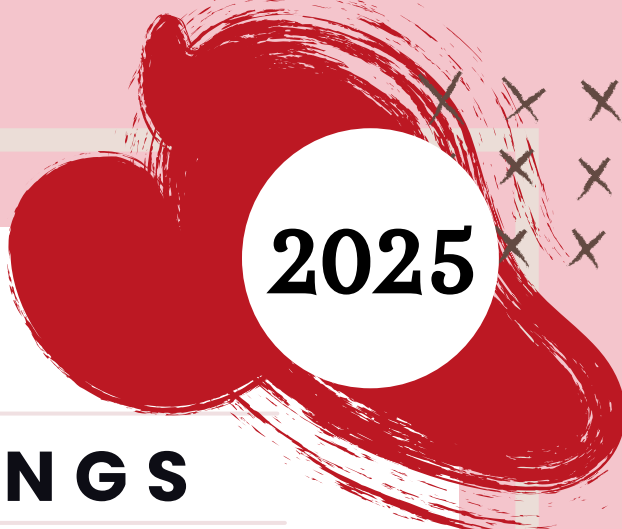


We are pleased to announce that a cooperative contract for Automated External Defibrillators (AEDs) and related accessories is now available with Philips Healthcare. This contract provides that the provisions thereof may be available to any county, municipality, school board or other local public agency or authority of the State of Mississippi with a streamlined procurement process for acquiring high-quality AEDs to support emergency response efforts.

Contract Highlights:

- Supplier: Philips Healthcare
- Products Available: AED devices, accessories, and replacement parts
- Benefits: Competitive pricing, compliant procurement, and ease of purchasing through the cooperative agreement

Agencies interested in purchasing AEDs or learning more about this contract can access details through DFA website at <https://www.dfa.ms.gov/cooperative-contracts> or contact Easter Haimur at Easter.Haimur@dfa.ms.gov or call (601) 359-2030 for assistance.



2025

PPRB MEETINGS

PPRB Meeting Date

JANUARY 8, 2025
FEBRUARY 5, 2025
MARCH 5, 2025
APRIL 2, 2025
MAY 7, 2025
JUNE 4, 2025
JULY 2, 2025
AUGUST 6, 2025
SEPTEMBER 3, 2025
OCTOBER 1, 2025
NOVEMBER 5, 2025
DECEMBER 3, 2025

Submission Deadlines

DECEMBER 3, 2024
JANUARY 2, 2025
FEBRUARY 5, 2025
MARCH 5, 2025
APRIL 2, 2025
MAY 7, 2025
JUNE 4, 2025
JULY 2, 2025
AUGUST 6, 2025
SEPTEMBER 3, 2025
OCTOBER 1, 2025
NOVEMBER 5, 2025
DECEMBER 3, 2025



The Office of Purchasing, Travel and Fleet Management

**Danny Lynch, Director, OPTFM
Gale Kornbrek – Office Manager**

Bureau of Purchasing and Contracting

Eryca Gilmore, Director

James Brabston

Shakrita Fields

Easter Haimur

Linda Nesline

Kizzie Shorter

Ashley Smith

Lashun Smith

Bureau of Marketing, Travel and Card Programs

Yolanda Thurman, Director

Tiffany Frazier

Candice Hay

Demetra Hayes

Niki Hobkirk

Deron Simpson

Bureau of Fleet Management

Ramona Jones, Director

Alicia Adams

Arnitra Douglas

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