



STATE OF MISSISSIPPI
GOVERNOR PHIL BRYANT

DEPARTMENT OF FINANCE AND ADMINISTRATION

LAURA D. JACKSON
EXECUTIVE DIRECTOR

MEMORANDUM

TO: Governing Authorities

FROM: Aubrey Leigh Goodwin, Deputy Executive Director, DFA

DATE: February 8, 2018

RE: Exemption from Reverse Auction and Approval of Contracts

The Public Procurement Review Board (PPRB) met February 7, 2018 and approved a delegation of authority to the DFA Office of Purchasing, Travel and Fleet Management (OPTFM) to grant exemption requests on a case-by-case basis until the next PPRB meeting on March 7, 2018. This authority extends to granting exemptions on the basis that the governing authority finds it is not in its best interest to pay the fee associated with providing the auction. Any governing authority issuing a procurement between February 7 and March 7 must submit a request for an exemption to OPTFM utilizing the form published on OPTFM's website [here](#).

As a reminder, any contract entered into as a result of an alternative procurement process other than Reverse Auction which is conducted after receiving the exemption **must be approved by the PPRB** pursuant to Miss. Code Ann. Section 31-7-13(c)(i)(2).

Please contact Ross Campbell, DFA Director of the Office of Purchasing, Travel and Fleet Management, at 601-359-3409 should you have any questions or need assistance.