

**Purchasing Department**  
**Madison County Board of Supervisors**  
**146 West Center Street**  
**Canton, Mississippi 39046**

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12 July 2017

District 1 Supervisor Sheila Jones  
District 2 Supervisor Trey Baxter  
District 3 Supervisor Gerald Steen  
District 4 Supervisor David Bishop  
District 5 Supervisor Paul Griffin

**Subject: Authority to Advertise for Term Bids**

Dear Board Members:

State law allows counties to advertise for and then award term bids for the purchase of commodities and construction services. An awarded term bid locks in the price of the commodity or construction service for the duration of the term bid period and removes the need to advertise or secure quotes for each individual purchase that exceeds a purchasing threshold (two quotes are normally required for purchases greater than greater than \$5,000; advertising is generally required for purchases greater than \$50,000 except for state contract items). Requisitions and purchase orders are required when using term bid pricing in amount greater than \$1,000.

Term bids are used primarily by the Road Department. Other departments such as Buildings and Grounds and Parks will occasionally use the term bids.

I request authority to advertise for term bids for the following for the period 1 October 2017 – 30 September 2018:

SC1 Type II Asphalt  
Hot Mix Asphalt ST 9.5 MM (907-403-A)  
Hot Mix Asphalt ST 12.5 MM (907-403-A)  
Hot Mix Asphalt ST 12.5 MM (907-403-A)  
BB 1 Asphalt  
High Performance Cold Mix  
CRS2 Liquid Asphalt  
Haul and Lay Asphalt (County Selects and Pays Asphalt Supplier)  
Haul and Lay Asphalt (Vendor Provides Asphalt)  
Micro Surfacing (Type II Aggregate)  
Bituminous Surface Treatment (Chip Seal)  
Slurry Seal (Type 2)  
Scrub Seal (No. 89 Aggregate)  
Fog Seal

Furnish and Install Shoulder Gravel  
Road Reclamation  
Cold Milling  
Road Base Repairs  
CR 610 Base  
#7 Washed Limestone  
#7 Non-Washed Limestone  
#57 Washed Limestone  
#57 Non-Washed Limestone  
#89 Washed Limestone  
#89 Non-Washed Limestone  
Rip-Rap #100, #200, & #300  
Clay Gravel  
Washed Road Gravel  
Fill Dirt  
Mud-Jacking  
Concrete Construction  
Polyurethane Foam Applications  
Road Striping  
Polyethylene Pipe and Couplings  
Coated Galvanized Corrugated Metal Pipe  
Tank Car Culverts and Flat Car Decks  
Concrete Bridge Slabs  
Creosote Bridge Timbers  
Bridge Construction and Repair  
Guard Rail (Installed)

Thank you in advance for your consideration of this request.

Hardy Crunk  
Purchase Clerk