

Rule No.: 941 - 7201 – 02200

Agency: Mississippi Department of Transportation

Agency Effective Date: May 15, 2005

Agency Issued Date: March 8, 2005

Secretary of State Authority Date: May 15, 2005

Supercedes Rule:

Division: Materials

Rule Title: Identification, Storage, and Inventory Control of Materials for Advance Payment

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**The person to be contacted regarding the proposed rule is:** Facility and Records Management Director

**Name of person originating the proposed rule:** Celina M. Sumrall

**Name of supervisor or person who approved the proposed rule:** James A. Williams, III

**Purpose:**

To establish procedures to be used in conjunction with advance payment for material stored or stockpiled for Mississippi Department of Transportation Projects

**Summary:**

Stored or Stockpiled Materials which have been inspected and tested in accordance with all applicable specifications and approved by the Mississippi Department of Transportation for use in Department projects may be considered for advance payment upon written request from the Contractor; and, in compliance with all conditions detailed in the Mississippi Department of Transportation *Materials Division Inspection, Testing, and Certification Manual*, the standard specifications, and/or the applicable contract documents.

**The full text of the proposed rule is:**

**All cites herein refer to the most current version of the cited document.**

Stored or Stockpiled Materials which have been inspected and tested in accordance with all applicable specifications and approved by the Mississippi Department of Transportation will be considered for advance payment.

In order to be considered for Advance Payment, the Contractor must make a written request for payment and furnish written consent of the Surety to the Project Engineer. The Contractor must also make arrangements through the Project Engineer for the satisfactory storage of materials as stipulated in the Mississippi Department of Transportation *Materials Division Inspection, Testing, and Certification Manual*, the standard specifications, and/or the applicable contract documents.

When a determination has been made to allow advance payment for materials, the Project Engineer or a verifier representing either the Central Laboratory, District Materials Engineer or an approved Department representative agency acting on behalf of the Project Engineer shall make an inventory of the pre-tested items to be stored or stockpiled. Upon completion of the inventory, a Certificate of Storage Form, TMD 323 must be completed and distributed by the Department representative in time for an advance payment to be included on the applicable monthly estimate. The TMD 323 Form lists the inventoried items from the Contractor's storage or stockpile area.

Individuals interested in the specific procedures for the advance payment for material stored or stockpiled for Mississippi Department of Transportation Projects should refer to the current edition of the Mississippi Department of Transportation *Materials Division Inspection, Testing, and Certification Manual*. The above referenced manual is available per request to the Materials Division at the Mississippi Department of Transportation at the following address:

State Materials Engineer  
Mississippi Department of Transportation  
P.O. Box 1850  
Jackson, Mississippi 39215-1850

In addition, this manual is currently available online at [www.gomdot.com](http://www.gomdot.com).