

AGENDA
BRANDON BOARD OF ALDERMEN & MAYOR
SPECIAL BOARD MEETING
BUTCH LEE, MAYOR PRESIDING
AUGUST 12, 2024

1. CALL TO ORDER
2. INVOCATION AND PLEDGE OF ALLEGIANCE
3. PUBLIC COMMENTS AND RECOGNITIONS
4. BUTCH LEE, MAYOR
 1. Consideration to approve an agreement with the lowest and best bidder to Woodward Contracting, LLC for the Waterline Project Along Trustmark Bank Property in the amount of \$97,730.00.
 2. Consideration to approve a professional engineering services agreement with Neel-Schaffer, LLC for the Overhead to Underground Utility Study - Phase 1 Study, in an amount not to exceed \$50,000.00.
 3. Consideration to amend the Rental Agreement with UMMC on the date of August 19, 2024, and then using the same contract language for two more agreements that will cover the dates of December 2, 2024, March 18, 2025, May 1, 2025, and May 22, 2025.
5. MARY ANN HESS, CITY CLERK
 1. Consideration of a resolution adopting the tax levy for the City of Brandon ad valorem taxes for the Fiscal Year 2024-2025.
6. CARLY DEARMAN, PUBLIC WORKS DEPARTMENT
 1. Permission to apply for funding through the Natural Resources Conservation Service (NRCS) for the Richland Creek Stonebridge Emergency Watershed Project (EWP) Ditch Project, authorize the Mayor to execute all related documents, and permission to advertise the project for bid. The award amount is \$336,600.00, along with our match of \$102,000.00 for a total of \$438,600.00. The Finance Director is authorized to make all required budget amendments related to this project.
 2. Consideration to approve the quote in the amount of \$7,083.50 from Puckett Rents for maintenance and repairs on the CAT 299D2 XPS Skid Steer - SN #4562.
 3. Consideration to approve the quote in the amount of \$9,476.01 from Deviney Equipment for repairs to the New Holland Tractor T6050 - Vin #4448.
 4. Consideration to accept the attached commodity term bids as advertised, bid, and awarded by Rankin County to be effective now through December 31, 2024.
 5. Consideration to correct prior Board action for item #7.4 on August 5, 2024, due to a Scrivener error regarding the hiring of Karter Bounds pursuant to the memo.

7. BRIAN ROBERTS, FIRE CHIEF

1. Request permission to purchase 16 sections of 5" fire hose from Sunbelt Fire as having the lowest and best quote and approve travel to Fairhope, AL to pick the hose up.
2. Request permission for Firefighter Maxwell Chandler and Captain Jay McClora to travel to Greenwood, MS for paramedic lab school and approve all travel expenses.

8. EXECUTIVE SESSION

9. ADJOURN



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: BUTCH LEE
DATE: 08/09/2024
SUBJECT: WATERLINE PROJECT - TRUSTMARK BANK PROPERTY

Consideration to approve an agreement with the lowest and best bidder to Woodward Contracting, LLC for the Waterline Project Along Trustmark Bank Property in the amount of \$97,730.00.

ATTACHMENTS:

1. 11032 Waterline Along Trustmark Bank Property Bid Packet

August 09, 2024

Carly Dearman
Public Works Operations Coordinator
City of Brandon
1000 Municipal Dr.
Brandon, MS 39042

RE: City of Brandon
Waterline Along Trustmark Bank Property
Benchmark # B-11032
Bid Results

Dear Mrs. Carly:

The City of Brandon received three (3) bids for the above referenced project on August 08th, 2024, at 10:00 am. The three (3) bids were as follows:

	Woodward Contracting, LLC	Thorton Construction Co., Inc.	Hemphill Construction Company, Inc
Bid Totals	\$ 97,730.00	\$ 116,998.00	\$ 101,718.00

The apparent low base bid for the project was submitted by Woodward Contracting, LLC. in the amount of \$97,730.00.

After reviewing and evaluating the bids and bid packets, we have found no irregularities within the low bid that should be of concern. After this review, it is our recommendation to award the contract to Woodward Contracting, LLC.

We can begin preparing these contract documents for execution by the City of Brandon and the Contractor once this award is made. Should you have any questions or need additional information, please do not hesitate to contact our office at 601-627-7780.

Sincerely,



Anthony Horn, P.E.
Benchmark Engineering & Surveying, LLC

Cc: File: B-11032

CERTIFIED BID TABULATION

PROJECT: Waterline Along Trustmark Bank Property
PROJECT NO.: B-11032
OWNER: City of Brandon
BID DATE: 8/8/2024

ITEM NO.	DESCRIPTION	QTY.	UNIT	Woodward Contracting, LLC		Thorton Construction Co., Inc.		Hemphill Construction Company, Inc	
				UNIT PRICE	SUB-TOTAL	UNIT PRICE	SUB-TOTAL	UNIT PRICE	SUB-TOTAL
1	MOBILIZATION	1	LS	\$ 19,990.00	\$ 19,990.00	\$ 3,594.00	\$ 3,594.00	\$ 4,000.00	\$ 4,000.00
2	TEMP. EROSION CONTROL INSTALLATION AND MAINTENANCE	1	LS	\$ 3,000.00	\$ 3,000.00	\$ 500.00	\$ 500.00	\$ 2,440.00	\$ 2,440.00
3	PERMANENT SEED AND MULCH	1	AC	\$ 1,500.00	\$ 1,500.00	\$ 500.00	\$ 500.00	\$ 1,300.00	\$ 1,300.00
4	CONNECTION TO EXISTING WATER MAIN	1	EA	\$ 10,000.00	\$ 10,000.00	\$ 6,500.00	\$ 6,500.00	\$ 11,650.00	\$ 11,650.00
5	10" C-900 WATER MAIN, OPEN CUT (INCLUDES ALL FITTINGS)	496	LF	\$ 60.00	\$ 29,760.00	\$ 124.00	\$ 61,504.00	\$ 83.00	\$ 41,168.00
6	10" C-900 WATER MAIN, IN CASING (INCLUDES ALL FITTINGS)	60	LF	\$ 50.00	\$ 3,000.00	\$ 40.00	\$ 2,400.00	\$ 84.00	\$ 5,040.00
7	20" STEEL CASING, OPEN CUT	60	LF	\$ 120.00	\$ 7,200.00	\$ 100.00	\$ 6,000.00	\$ 152.00	\$ 9,120.00
8	10" GATE VALVE ASSY.	6	EA	\$ 3,880.00	\$ 23,280.00	\$ 6,000.00	\$ 36,000.00	\$ 4,500.00	\$ 27,000.00
TOTAL BASE BID					\$ 97,730.00		\$ 116,998.00		\$ 101,718.00

BID RESULTS HAVE BEEN TABULATED ABOVE AND THE RESULTS ARE
ACCURATE AND TRUE TO THE BEST OF MY KNOWLEDGE.

SIGNED: 
PRINT: Anthony Horn, P.E.
DATE: 8/8/2024



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: BUTCH LEE
DATE: 08/09/2024
SUBJECT: UTILITY STUDY - NEEL SCHAFFER

Consideration to approve a professional engineering services agreement with Neel-Schaffer, LLC for the Overhead to Underground Utility Study - Phase 1 Study, in an amount not to exceed \$50,000.00.

ATTACHMENTS:

1. Overhead to Underground Utility Study - Phase 1



NEEL-SCHAFER

August 9, 2024

Mayor Butch Lee
City of Brandon, Mississippi
1000 Municipal Drive
Brandon, MS 39042

REFERENCE: OVERHEAD TO UNDERGROUND UTILITY STUDY – PHASE 1
CITY OF BRANDON, MISSISSIPPI – ENGINEERING SERVICES AGREEMENT

Dear Mayor:

Neel-Schaffer, Inc. is pleased to offer you this Letter Agreement to provide professional engineering and related services to the City of Brandon for the above referenced project. We expect this project to include multiple phases, of which Phase 1 would be the data collection backbone and which would be the basis of the remaining phases of the Utility Study. The purpose of Phase 1 is to gain a broad understanding of the existing utility grid in the downtown Brandon area. As such, data collection, utility outreach, and utility coordination will be the focal points of Phase 1. The information gathered and studied through Phase 1 will be used to inform and focus subsequent phases towards the most cost-effective strategy for reaching the City's goals. For the purposes of the overall Utility Study, the downtown Brandon area is defined as the section whose general borders are MS Hwy 471 (Overby Street) to the west, Dining Street/ Mary Ann Drive to the south, Tamberline Street to the north, and Louis Wilson Street to the East.

Our scope of services for this Phase 1 Study is outlined below:

A. Develop an Overview of the Existing Utility System – Hourly \$20,000

- a. NS will conduct a series of coordination meetings with the City of Brandon staff in order to obtain information relative to the project and to better understand the City's vision and goals. This information may include but not be limited to existing or previous utility studies, current utility franchise agreements, land use studies, master planning studies, available GIS information, topographic surveys, CAD files of existing city infrastructure, details on future planned projects which may affect planned utility improvements.
- b. NS will conduct a series of coordination meetings with the utility owners that are identified through the investigation in step (a) above.
- c. NS will assemble data gathered from steps (a and b) above and conduct a windshield survey to verify data. For the purposes of this agreement, a windshield survey means a visual survey only. No topographical surveying will be performed under this phase of the agreement.
- d. NS will prepare planning level maps and exhibits cataloging the data gathered in steps (a-b-c) above.
- e. Note, the level of detailed information in this phase will be limited to the amount of relative information available to the engineer.

landscape architects
environmental scientists
surveyors
planners
engineers

P: 601.724.1953

2101 Courtside Cove
Brandon, MS 39042

www.neel-schaffer.com



B. Data Collection – Hourly - \$15,000

- a. NS will collect and compile various types of data relative to the project in order to assist the city with making informed, strategic decisions as they relate to the breadth and scope of subsequent phases of the project.
- b. NS will coordinate with the city and local businesses to determine the types and owners of the existing utilities currently serving the downtown area
- c. NS will work with the City and MDOT to ascertain the limits of existing right of way along the corridors of the study area (**Note:** legal rights of way will need to be determined by a licensed land surveyor prior to implementation of any utility relocation recommendations)
- d. NS will conduct existing utility inventories based on data provided in part A, sections (a-b-c) which will include the following:
 - i. utility service providers
 - ii. gas, electric, and water meters and lines
 - iii. poles and pole ownership
 - iv. transformers both above ground and at grade
 - v. pull boxes
 - vi. switches

C. Reporting/Deliverable – Hourly - \$15,000

- a. NS will prepare a final report and present our findings to the City. The object of this report is to provide the city with a broad outline of the existing utility infrastructure within the study area, and include any comments, requirements, and recommendations garnered from coordination with the utility owners under part A, section (b) above. The report will include high level, planning costs associated with meeting the vision and goals of the city.
- b. Additionally, based on the information acquired during Phase 1, NS will work with the City on determining the next phase(s) in completing the ultimate planning study for achieving the City's vision and goals related to managing utilities.
- c. NS will provide GIS data to the City that was developed during the preliminary mapping phase in part A, section (d).

Neel-Schaffer, Inc. will provide our services in accordance with Exhibit A, General Terms and Conditions, which is attached to and hereby made a part of this Letter Agreement. Compensation for Neel-Schaffer, Inc.'s services will be based on the figures stated above. Services not explicitly outlined in the scope above will be considered additional services and may be provided on an hourly basis, as requested, in accordance with our Standard Rate Schedule (Exhibit B). We will not accumulate total charges for this Phase 1 of more than \$50,000.00 without your approval.

Neel-Schaffer, Inc. will complete tasks described herein in accordance with a mutually agreeable schedule to be developed between the Owner and Neel-Schaffer. Neel-Schaffer, Inc. will bill monthly for



work performed on the project. Payment for our services will be due within thirty (30) days of receipt of the invoice and is not dependent on any factor except our ability to provide services in accordance with generally accepted standards of the engineering profession.

We appreciate the opportunity to work with you on this project. If this Letter Agreement is acceptable, please execute this document and return the original to us.

Sincerely,

NEEL-SCHAFFER, INC.

Chad Edwards

Chad Edwards, P.E.

Engineer Manager

ACCEPTED:

BY:

DATE:



EXHIBIT A
GENERAL TERMS AND CONDITIONS
PROFESSIONAL SERVICES

1. **Relationship between Consultant and Client.** Neel-Schaffer, Inc. ("Consultant") shall serve as the Client's professional consultant in those phases of the Project to which this Agreement applies. The relationship is that of a buyer and seller of professional services and it is understood that the parties have not entered into any joint venture or partnership with the other. Consultant shall not be considered to be the agent or fiduciary of the Client.
2. **Responsibility of Consultant.** Consultant will perform services under this Agreement in a manner consistent with that standard of care and skill ordinarily exercised by members of the same profession currently practicing in the same locality under similar conditions (the "Standard of Care"). No other representation, warranty or guarantee, express or implied, is included or intended in this Agreement or in any report, opinion, document, or otherwise.
3. **Responsibility of the Client.** Client shall provide all information and criteria as to its requirements for the Project, including budgetary limitations. Consultant shall be entitled to rely upon the accuracy and completeness of any and all information provided by Client. If applicable to the scope of work, Client shall arrange for Consultant to enter upon public and private property and obtain all necessary approvals required from all governmental authorities having jurisdiction over the Project. Client shall provide reasonable notice to Consultant whenever Client becomes aware of any development that affects the scope or timing of Consultant's services.

Client shall notify the Consultant of any deficiency in the Consultant's services of which the Client becomes aware, so that Consultant may take measures to minimize the consequences of such deficiency. Client's failure to notify the Consultant shall relieve the Consultant of any liability for costs to remedy the deficiency above the sum such remedy would have cost had prompt notification been given when such defects were first discovered.

4. **Construction Phase Services.** If Consultant's scope of services includes the observation and monitoring of work performed by Client's other contractors, Consultant shall provide personnel to observe and monitor the work in accordance with the Standard of Care in order to ascertain that it is being performed in general conformance with the plans and specifications. Consultant shall not supervise, direct, or have control over any construction contractor's work. Consultant shall not have authority over or responsibility for construction means, methods, techniques, sequences or procedures or for safety precautions and programs in connection with the work of the construction contractor. Consultant does not guarantee the performance of the construction contractor and does not assume responsibility for the contractor's failure to furnish and perform its work in accordance with the plans and specifications.
5. **Ownership of Documents.** All reports, drawings, specifications, data, calculations, notes, and other documents, including those in electronic form prepared by Consultant are instruments of Consultant's service that shall remain the property of Consultant. Client agrees not to use the deliverables for projects other than the Project for which the documents were prepared by Consultant, or for future modifications to the Project, without Consultant's express written consent. Any reuse or distribution to third parties without such express written permission or project-specific adaptation by Consultant will be at the Client's sole risk and without liability to Consultant or its employees, subsidiaries, and subconsultants.
6. **Opinion of Costs.** When required as a part of its scope of services, Consultant will furnish opinions or estimates of construction cost on the basis of Consultant's experience and qualifications, but Consultant does not guarantee the accuracy of such estimates. The parties recognize that Consultant has no control over the cost of labor, material, equipment, or services furnished by others or over market conditions or contractors' methods of determining prices.
7. **Suspension of Services.** Client may, at any time, by written notice, suspend the services of Consultant. Upon receipt of such notice, Consultant shall take all reasonable steps to mitigate costs allocable to the suspended services. Client, however, shall pay all reasonable and necessary costs associated with such suspension including the cost of assembling documents, personnel and equipment, rescheduling or reassignment costs necessary to maintain continuity and the staff required to resume the services upon expiration of the suspension.
8. **Termination.** This Agreement may be terminated by either party upon 30 days' written to the other party. Upon such termination, Client shall pay Consultant for all services performed up to the date of termination. If Client is the terminating party, Client shall pay Consultant all reasonable cost and expenses incurred by Consultant in effecting the termination, including but not limited to non-cancellable commitments and demobilization costs, if any.

EXHIBIT A
GENERAL TERMS AND CONDITIONS
PROFESSIONAL SERVICES

9. **Indemnification.** Consultant shall indemnify and hold harmless Client from and against those damages and costs (including reasonable attorneys' fees) that Client incurs as a result of third party claims for personal injury or property damage to the extent caused by the negligent acts, errors or omissions of Consultant.

To the fullest extent permitted by law, Client shall indemnify and hold harmless Consultant from and against those damages and costs (including reasonable attorneys' fees) that Consultant incurs as a result of third party claims for personal injury or property damage to the extent caused by the negligent acts, errors or omissions of Client.

10. **Legal Proceedings.** In the event Consultant or its employees are required by Client to provide testimony, answer interrogatories, produce documents or otherwise provide information in relation to any litigation, arbitration, proceeding or other inquiry arising out of Consultant's services, where Consultant is not a party to such proceeding, Client will compensate Consultant for its services and reimburse Consultant for all related direct costs incurred in connection with providing such testimony or information.
11. **Successors and Assigns.** The terms of this Agreement shall be binding upon and inure to the benefit of the parties and their respective successors and assigns; provided however, that neither party shall assign this Agreement in whole or in part without the prior written consent of the other party.
12. **Insurance.** Consultant agrees to maintain the following insurance coverage with the following limits of insurance during the performance of Consultant's work hereunder:
- (a) Commercial General Liability insurance with standard ISO coverage and available limits of \$1,000,000 per occurrence and \$2,000,000 general aggregate;
 - (b) Automobile Liability insurance with standard ISO coverage and available combined single limits of \$1,000,000 per accident;
 - (c) Worker's Compensation insurance with limits as required by statute and Employer's Liability insurance with limits of \$1,000,000 per employee for bodily injury by accident/\$1,000,000 per employee for bodily injury by disease/\$1,000,000 policy limit for disease; and
 - (d) Professional Liability insurance covering the Consultant's negligent acts, errors, or omissions in the performance of professional services with available limits of \$1,000,000 per claim and annual aggregate.

Consultant shall provide a certificate of insurance evidencing such insurance coverage to Client prior to the start of Consultant's work and annually upon renewal of coverage. Consultant shall cause Client to be named as an additional insured on Consultant's commercial general liability and auto liability policies, which shall be primary and noncontributory.

13. **Consequential Damages.** Neither Client nor Consultant shall be liable to the other or shall make any claim for any special, incidental, indirect or consequential damages arising out of, or connected in any way to the Project or this Agreement. This mutual waiver includes, but is not limited to, damages related to loss of use, loss of profits, loss of income, loss of reputation, loss of business or diminution of property value and shall apply regardless of legal theory such damages are alleged including negligence, strict liability, breach of contract and breach of warranty.
14. **Payment.** Unless agreed to otherwise, Consultant shall submit monthly invoices to the Client. Payment in full shall be due upon receipt of the invoice. Payment of any invoices by the Client shall be taken to mean that the Client is satisfied with the Consultant's services to the date of the payment and is not aware of any deficiencies in those services. If payments are delinquent after 30 days from invoice date, the Client agrees to pay interest on the unpaid balance at the rate of one percent (1%) per month. If the Client fails to make payments when due; then Consultant, after giving seven (7) days written notice to the Client, may suspend services until the Client has paid in full all amounts due for services, expenses, and other related charges without recourse to the Client for loss or damage caused by such suspension. Payment for Consultant's services is not contingent on any factor, except the Consultant's ability to provide services in a manner consistent with the Standard of Care. If the Client contests an invoice, the Client may withhold only that portion so contested and shall pay the undisputed portion.
15. **Force Majeure.** Neither Client nor Consultant shall be liable for the failure to perform (except Client's obligation to make payment when due) caused by any contingency beyond their reasonable control, including but not limited to, acts of God, wars, strikes, walkouts, fires, natural calamities, or demands or requirements of governmental agencies.

EXHIBIT A
GENERAL TERMS AND CONDITIONS
PROFESSIONAL SERVICES

16. **Compliance with Laws.** To the extent applicable to Consultant's services, Consultant shall exercise due professional care to comply with all applicable laws, including ordinances of any political subdivisions or governing agencies.
17. **Invalid Terms.** If any provisions of this Agreement are held to be invalid or unenforceable, the remaining provisions shall be valid and binding as if the unenforceable provisions were never included in the Agreement.
18. **Governing Law.** This Agreement shall be governed by and construed in accordance with the laws of the state where the services are performed.
19. **Dispute Resolution.** All disputes, controversies or claims, of whatever kind or character, between the Parties, their agents and/or principals, arising out of or in connection with the subject matter of this Agreement shall be litigated in a court of competent jurisdiction.
20. **Additional Services.** Consultant shall be entitled to an equitable adjustment to its fee and schedule for additional services resulting from significant changes in the general scope, extent or character of the Project or its design including, but not limited to, changes in size, complexity, Client's schedule, construction schedule, character of construction or method of financing; and revising previously accepted studies, reports, design documents or other documents when such revisions are required by changes in laws, rules, regulations, ordinances, codes or orders enacted subsequent to the preparation of such studies, reports or documents, or are due to any other causes beyond Consultant's control.
21. **Amendment.** This Agreement may only be amended in writing and where such amendment is executed by a duly authorized representatives of each party.
22. **Entire Understanding of Agreement.** This Agreement represents and incorporates the entire understanding of the parties hereto, and each party acknowledges that there are no warranties, representations, covenants or understandings of any kind, matter or description whatsoever, made by either party to the other except as expressly set forth herein. Client and Consultant hereby agree that any purchase orders, invoices, confirmations, acknowledgments or other similar documents executed or delivered with respect to the subject matter hereof that conflict with the terms of this Agreement shall be null, void and without effect to the extent they conflict with the terms of this Agreement.
23. **Survival of Provisions.** The provisions of this Agreement shall continue to be binding upon the parties hereto notwithstanding termination of this Agreement for any reason.
24. **Nonwaiver.** No waiver by a party of any provision of this Agreement shall be deemed to have been made unless in writing and signed by such party.
25. **Identity of Project Owner.** Within ten (10) days of the entry of this Agreement, Client, if Client is not the Project Owner, shall provide to Consultant the Project Owner's full legal name; Project Owner's physical address; Project Owner's mailing address; and the name, physical address and mailing address of the Client's point of contact with the Owner for the Project.
26. **Conflicting Terms.** If there are multiple agreements with varying or conflicting terms and conditions between Client and Consultant, the terms and conditions contained in this Agreement shall supersede and have precedence over any other conflicting terms and conditions contained in any other written or oral agreement.

[The remainder of this page intentionally left blank]

EXHIBIT B

NEEL-SCHAFFER, INC. 2024 RATE SCHEDULE FOR PROFESSIONAL SERVICES

EMPLOYEE CLASSIFICATION	POSITION	HOURLY RATE
P-8, P-9	Officer, Senior Engineer Manager or Survey Manager	\$275.00
P-7	Engineer Manager/Professional IV	\$245.00
P-6	Senior Project Manager/Professional III	\$215.00
P-5	Project Manager/Professional II	\$170.00
P-4	Professional I	\$140.00
P-1, P-2, P-3	Professional Intern	\$125.00
T-6	Senior Certified Engineering Technician	\$160.00
T-5	Certified Engineering Technician/Supervisory Technician	\$150.00
T-4	Technician IV/ Inspector IV/ Surveyor IV	\$115.00
T-3	Technician III/Inspector III/Survey Crew Chief	\$110.00
T-2	Technician II/Inspector II/Survey Instrument Person	\$90.00
T-1	Technician I/Inspector I/Survey Assistant	\$80.00
T-1	Student Intern	\$45.00
A-4	Senior Administrative	\$95.00
A-3	Senior Clerical	\$90.00
A-2	Clerical	\$70.00
A-1	Assistant Clerical	\$60.00
	Three-Member Survey Party	\$215.00
	Two-Member Survey Party	\$170.00
	One-Member Survey Party	\$130.00

“Professional” positions include engineer, architect, geologist, scientist, landscape architect, and planner.

“Technician” positions include engineering, soil, architecture, planning, GIS and information technology.

REIMBURSABLE EXPENSE SCHEDULE	
EXPENSE	COST
Vehicle Mileage	\$0.67/mile
Traffic Counter/Video Monitor	\$10.00/day

All other expenses, including contract reproduction/printing, travel and subsistence, parking, communications, equipment rental, postage and overnight mail, and supplies will be reimbursed at actual cost.
Use State or Federal Rates for mileage, travel and subsistence where necessary and/or required.

The hourly rates as shown on this rate schedule shall be subject to equitable adjustment on an annual basis due to increased costs and the rate of inflation.



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: GEORGINNA KEENUM
DATE: 08/12/2024
SUBJECT: UMMC RENTAL AGREEMENT

Consideration to amend the Rental Agreement with UMMC on the date of August 19, 2024, and then using the same contract language for two more agreements that will cover the dates of December 2, 2024, March 18, 2025, May 1, 2025, and May 22, 2025.

ATTACHMENTS:

1. WF88d5f Brandon Rental Agreement-Original-2024_srl



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: MARY ANN HESS
DATE: 08/08/2024
SUBJECT: TAX LEVY ADOPTION - FY 2025

Consideration of a resolution adopting the tax levy for the City of Brandon ad valorem taxes for the Fiscal Year 2024-2025.

ATTACHMENTS:

1. 2088_001



MAYOR BUTCH LEE

RESOLUTION

RESOLVED that the tax levy for the City of Brandon ad valorem taxes for the fiscal year 2024-2025 shall be twenty-three (23) mills for general revenue purposes and ten (10) mills for general obligation debt retirement, as authorized by Section 21-33-45 of Mississippi Code for 1972, for a total ad valorem millage assessment for 2024-2025 of thirty-three (33) mills.

BE IT FURTHER RESOLVED that the above millage rate shall determine the ad valorem taxes to be collected upon each dollar of valuation upon the assessment rolls of the City of Brandon, Mississippi for municipal taxes, except as to such values as may be exempted, in whole or part, from certain tax rates or levies.

SO RESOLVED, this the 12th day of August 2024.

Butch Lee
Mayor

Attest:

Mary Ann Hess
City Clerk



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: CARLY BETH DEARMAN, PUBLIC WORKS OPERATIONS COORDINATOR
BOARD AGENDA: AUGUST 12, 2024 – SPECIALL CALLED BOARD MEETING
SUBJECT: NRCS FUNDING
RICHLAND CREEK STONEBRIDGE EWP DITCH PROJECT
PERMISSION TO APPLY FOR FUNDING & ADVERTISE PROJECT FOR BID

Asking for your permission to apply for funding through the Natural Resources Conservation Service (NRCS) for the Richland Creek Stonebridge EWP Ditch Project, authorize the Mayor to execute all related documents, and permission to advertise the project for bid.

The Richland Creek Stonebridge EWP Ditch Project will allow for bank stabilization of Richland Creek near Stonebridge Blvd.

Thank you for your consideration in this matter. Please let me know if you have any questions.

ATTACHMENTS:

- NRCS Application for Federal Assistance SF-424
- NRCS Applicant Contact Information Form
- NRCS Certification Regarding Lobbying Agreement
- NRCS Assurances-Construction Programs SF-424D

Application for Federal Assistance SF-424

* 1. Type of Submission:

- ☐ Preapplication
☒ Application
☐ Changed/Corrected Application

* 2. Type of Application:

- ☒ New
☐ Continuation
☐ Revision

* If Revision, select appropriate letter(s):

* Other (Specify):

* 3. Date Received:

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

* a. Legal Name:

City of Brandon

* b. Employer/Taxpayer Identification Number (EIN/TIN):

64-0308404

* c. Organizational DUNS:

LL4XF8LHN7U7

d. Address:

* Street1:

P. O. Box 1539

Street2:

* City:

Brandon

County/Parish:

* State:

MS: Mississippi

Province:

* Country:

USA: UNITED STATES

* Zip / Postal Code:

39042

e. Organizational Unit:

Department Name:

Division Name:

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

* First Name:

Butch

Middle Name:

* Last Name:

Lee

Suffix:

Title:

Mayor

Organizational Affiliation:

* Telephone Number:

601-825-5021

Fax Number:

* Email:

blee@brandonms.org

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

USDA NRCS

11. Catalog of Federal Domestic Assistance Number:

10.923

CFDA Title:

Emergency Watershed Protection Program

*** 12. Funding Opportunity Number:**

N/A

* Title:

N/A

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

*** 15. Descriptive Title of Applicant's Project:**

Rock riprap bank stabilization of an active erosion areas on Richland Creek.

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant

* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:

* a. Start Date:

* b. End Date:

18. Estimated Funding (\$):

* a. Federal	336,600.00
* b. Applicant	102,000.00
* c. State	
* d. Local	
* e. Other	
* f. Program Income	
* g. TOTAL	438,600.00

* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?

☐ a. This application was made available to the State under the Executive Order 12372 Process for review on

☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.

☒ c. Program is not covered by E.O. 12372.

* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)

☐ Yes ☐ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

☐ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name:
Middle Name:
* Last Name:
Suffix:

* Title:

* Telephone Number: Fax Number:

* Email:

* Signature of Authorized Representative: * Date Signed:

To be completed by the applicant.

Click [here](#) to jump to fillable form.

1. Enter the applicant organization name. For an individual applicant, enter the first and last name.
2. Enter a brief title describing the project or work that will be covered by the agreement. This information helps agency staff identify the agreement to track processing before an agreement number is assigned.
3. Enter the 12-digit Alpha-Numeric Unique Entity Identifier (UEI) assigned by SAM.gov. If you are an individual without an active SAM registration, leave this box blank.

Complete all boxes 4-7.

Enter the name, phone, title, and email for each contact in accordance with the descriptions below.

One individual may fill multiple roles, however to ensure adequate internal controls, a minimum of two different people must be identified.

4. **Administrative Contact:**
The individual responsible for administrative functions to manage the agreement. This individual is typically the main point of contact for the agreement and will receive auto-generated emails from the grants management system regarding actionable items. This individual is typically responsible for the content of the financial reporting for the project.
5. **Program Contact:**
This individual typically provides direct supervision and day-to-day oversight of the project. This individual will receive auto-generated emails from the grants management system regarding actionable items. This individual is typically responsible for the content of the performance reporting for the project.
6. **Program Director:**
This individual is responsible for overall responsibility for the project but may or may not be personally involved with the day-to-day oversight of the project.
7. **Signatory Official:**
The individual with legal authority to commit the organization to financial and other responsibilities.
8. This section must list key personnel by name, title, role, and responsibilities, including specific tasks and subtasks designated to them in the project proposal. If none, enter "NONE" below. Key personnel have the primary responsibility for the leadership of the project and actively participate in the development, delivery, and management of the project. Key personnel may include the Program Contact, Program Director, and staff whose contributions are essential to the success of the project. Changes in key personnel will require prior approval. Direct questions about key personnel to your agency contact.

Applicant Contact(s) Information, to be completed by the applicant.

1. Applicant Organization Name

2. Unique Official Project Title

For project tracking prior to assignment of identifying number and limited to 40 characters

3. Applicant Unique Entity Identifier (UEI)

Individuals who will be designated as person(s) responsible on behalf of the applicant's organization.

See instructions for description for these roles.

Complete boxes 4 - 7. To ensure adequate internal controls, a minimum of two different people must be identified.

4. Administrative Contact

Name Phone

Title Email

5. Program Contact

Name Phone

Title Email

6. Program Director

Name Phone

Title Email

7. Signatory Official

Name Phone

Title Email

8. Key Personnel:

This section must list key personnel by name, title, role, and responsibilities, including specific tasks and subtasks designated to them in the project proposal. If none, enter "NONE" below.

Changes in key personnel will require prior approval. Direct questions about key personnel to your agency contact.

Certification Regarding Lobbying

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Organization Name

PR/Award Number or Project Name

Name and Title of Authorized Representative

Signature

Date

ASSURANCES - CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title, or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal interest in the title of real property in accordance with awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progress reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

11. Will comply, or has already complied, with the requirements of Titles 11 and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction sub-agreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-1 33, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL		TITLE	
APPLICANT ORGANIZATION		DATE SUBMITTED	



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: CARLY BETH DEARMAN, PUBLIC WORKS OPERATIONS COORDINATOR
BOARD AGENDA: AUGUST 12, 2024 – SPECIALL CALLED BOARD MEETING
SUBJECT: CAT SKID STEER 299D2 XPS – SN #4562
REPAIR QUOTE APPROVAL

Asking for your consideration to approve the attached quote in the amount of \$7,083.50 from Puckett Rents for maintenance and repairs on the CAT 299D2 XPS Skid Steer– SN #4562.

The attached quote includes a 1000 HR PM maintenance service and the replacement of the front and rear idler assemblies on the skid steer. The skid steer cannot be used until the idler assemblies are replaced. Puckett Rents is the equipment maintenance provider for CAT machinery and equipment.

In such, the necessary repairs do NOT include the engine, transmissions, rear axles and/or other such components, and the need for such repairs was not known until disassembly of the equipment.

Thank you for your consideration in this matter. Please let me know if you have any questions.

ATTACHMENTS:

- Puckett Rents Quote #1055453

GL Code: 400-680-636

Funding: WSOM



Puckett Rents
Post Office Box 321033
Flowood, Mississippi 39232

CUSTOMER COPY

WORK ORDER QUOTE

WWW.PUCKETTRENTS.COM

Biloxi	(228) 392-2211
Brandon	(601) 706-4390
Hattiesburg	(601) 264-1111
Jackson	(601) 939-5151
Meridian	(601) 703-0116
Madison	(601) 859-5131
Natchez	(601) 492.8020

CUSTOMER

CITY OF BRANDON
P O BOX 1539
BRANDON, MS 39043
Phone: 601-825-5021

SHIP TO

Job Site:
SHOP

RECEIVED	FINISHED								
7/22/24									
INVOICE NUMBER	DATE	CUSTOMER NO.	CUSTOMER PURCHASE ORDER NUMBER			STORE	DIV	SALESMAN	TERMS
1055453	7/22/24	8168550					R		
PSO/WO NO.	DOC. DATE	PC	LC	MC	AUTHORIZED BY				INVOICE SEQ. NO.
					RANDALL				

Equip #	Make	Model	Serial #	Description
RE5253	AA	299D2 XPS	FD204562	299D CTL 4200 LB

WORK PERFORMED:

Customer requested quote on 1000 HR PM service and replacement of the front and rear idler assemblies on both sides of the undercarriage on machine. This is a quote for 1000 HR PM service and replacement of front & rear idlers on both sides of the undercarriage on this machine.

PARTS/LABOR:

Qty	Part Number	Description	U/M	Price	Extended
CUSTOMER REVENUE REPAIR					
1	*PARTS 1	363-5819 FIL./FUEL	EA	29.110	29.11
1	*PARTS 2	416-5884 FIL./FUEL	EA	17.560	17.56
1	*PARTS 3	421-5479 FIL./HYD.	EA	49.230	49.23
1	*PARTS 4	377-6969 FIL./ENG.OI	EA	21.060	21.06
1	*PARTS 5	110-6326 FIL./AIR(PR	EA	51.930	51.93
1	*PARTS 6	110-6331 FIL./AIR(SE	EA	37.000	37.00
1	*PARTS 7	265-6618 FIL./A.C.	EA	27.660	27.66
1	*PARTS 8	265-6619 FIL./A.C.	EA	31.150	31.15
4	*PARTS 9	515-3973 ENG.OIL(GAL	EA	25.280	101.12
2	*PARTS 10	75W140 GEAR OIL(QT.)	EA	18.410	36.82

CONTINUED...

TERMS:

NET CASH ON RECEIPT OF INVOICE 1 1/2 % PER MONTH SERVICE CHARGE ON BALANCE NOT PAID DURING THE MONTH FOLLOWING DATE OF INVOICE (ANNUAL PERCENTAGE RATE IS 18%).

Our responsibility ceases when shipment has been delivered in good order to transportation company. If shipment arrives in bad order, have receipt noted by carrier's agent. Claims for concealed shortages and/or damages will not be considered unless within 10 days after receipt of shipment



CONDITIONS OF SALE

All items not shipped are BACK ORDERED and will be forwarded as soon as possible unless otherwise advised.

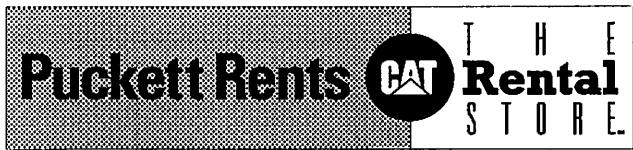
Our responsibility ceases when shipment has been delivered in good order to transportation company. If shipment arrives in bad order, have receipt noted by carrier's agent. Claims for concealed shortages and/or damages will not be considered unless made with 10 days after receipt of shipment.

The liability of Puckett Rents is limited solely to the replacement of any repair parts which its inspection at its shop discloses to be defective as to workmanship or material. ALL OTHER WARRANTIES OF ANY NATURE WHATSOEVER, WHETHER EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, ARE HEREBY DISCLAIMED AND EXCLUDED. In no event shall Puckett Rents be liable for any incidental or consequential damages.

NOTICE - CUSTOMER hereby agrees to pay Puckett Rents for all services and parts which are listed and described on the front hereof at its office in Richland, Rankin County, Mississippi, as well as for all goods or services heretofore or hereafter bought or ordered from Puckett Rents together with a monthly delinquency charge at the rate of 1.5% per month on all accounts which are not paid within the month following the date of the statement on which a charge first appears, and a 33% attorney's fees if placed in the hands of an attorney or if judicial proceedings are used for collections.

CERTIFICATE

THIS IS TO CERTIFY THE PRICES ON THIS INVOICE DO NOT EXCEED THE PRICES CHARGED TO THE GENERAL PUBLIC ON LIKE ITEMS OF THE SAME QUALITY AND IN THE SAME QUANTITIES.



CUSTOMER COPY

WORK ORDER QUOTE

WWW.PUCKETTRENTS.COM

Biloxi (228) 392-2211
 Brandon (601) 706-4390
 Hattiesburg (601) 264-1111
 Jackson (601) 939-5151
 Meridian (601) 703-0116
 Madison (601) 859-5131
 Natchez (601) 492.8020

Puckett Rents
 Post Office Box 321033
 Flowood, Mississippi 39232

CUSTOMER

CITY OF BRANDON
 P O BOX 1539
 BRANDON, MS 39043
 Phone: 601-825-5021

SHIP TO

Job Site:
 SHOP

RECEIVED	FINISHED								
7/22/24									
INVOICE NUMBER	DATE	CUSTOMER NO.	CUSTOMER PURCHASE ORDER NUMBER			STORE	DIV	SALESMAN	TERMS
1055453	7/22/24	8168550					R		2
PSO/NO.	DOC. DATE	PC	LC	MC	AUTHORIZED BY				INVOICE SEQ. NO.
					RANDALL				

Equip #	Make	Model	Serial #	Description
RE5253	AA	299D2 XPS	FD204562	299D CTL 4200 LB

PARTS/LABOR:

Qty	Part Number	Description	U/M	Price	Extended
1	*PARTS 11	258-2829 BREATHER-HY	EA	31.800	31.80
		For Hydraulic tank.			
1	*PARTS 12	3S-8448 V-BELT	EA	28.560	28.56
1	*PARTS 13	241-2894 V-BELT	EA	22.510	22.51
4	*PARTS 14	609-3713 IDLER GP-TR	EA	1169.500	4,678.00
1	FREIGHTRESALE	IN OR OUT FREIGHT	EA	309.160	309.16
4	*PARTS 15	OIL SAMPLE	EA	23.130	92.52
4	*PARTS 16	TUBE PACK	EA	.480	1.92
		Section Total:			5,567.11
	REPLACE FRT&REAR IDLERS ON U/C				
6	1005	DANNY SMITH		145.000	870.00
		Section Total:			870.00
	1000 HR PM SERVICE				
3.5	1005	DANNY SMITH		145.000	507.50
		Section Total:			507.50
	ENVIRONMENTAL FEE				
1	ENVFEE	ENVIRONMENTAL FEE	EA	138.890	138.89
		Section Total:			138.89

CONTINUED...

TERMS:

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Puckett Rents
Post Office Box 321033
Flowood, Mississippi 39232

CUSTOMER COPY

WORK ORDER QUOTE

WWW.PUCKETTRENTS.COM

Biloxi	(228) 392-2211
Brandon	(601) 706-4390
Hattiesburg	(601) 264-1111
Jackson	(601) 939-5151
Meridian	(601) 703-0116
Madison	(601) 859-5131
Natchez	(601) 492.8020

CUSTOMER

CITY OF BRANDON
P O BOX 1539
BRANDON, MS 39043
Phone: 601-825-5021

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RECEIVED	FINISHED								
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INVOICE NUMBER	DATE	CUSTOMER NO.	CUSTOMER PURCHASE ORDER NUMBER		STORE	DIV	SALESMAN	TERMS	PAGE
1055453	7/22/24	8168550				R			3
PSO/WO NO.	DOC. DATE	PC	LC	MC	AUTHORIZED BY			INVOICE SEQ. NO.	
					RANDALL				

Equip #	Make	Model	Serial #	Description
RE5253	AA	299D2 XPS	FD204562	299D CTL 4200 LB
Total Parts & Materials				5,706.00
Total Labor Hours/Rate				
9.50 HRS @				145.00
Total Labor				1,377.50
Total Amount				7,083.50

TERMS:

NET CASH ON RECEIPT OF INVOICE 1 1/2 % PER MONTH SERVICE CHARGE ON BALANCE NOT PAID DURING THE MONTH FOLLOWING DATE OF INVOICE (ANNUAL PERCENTAGE RATE IS 18%).

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CERTIFICATE

THIS IS TO CERTIFY THE PRICES ON THIS INVOICE DO NOT EXCEED THE PRICES CHARGED TO THE GENERAL PUBLIC ON LIKE ITEMS OF THE SAME QUALITY AND IN THE SAME QUANTITIES.



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: CARLY BETH DEARMAN, PUBLIC WORKS OPERATIONS COORDINATOR
BOARD AGENDA: AUGUST 12, 2024 – SPECIALL CALLED BOARD MEETING
SUBJECT: NEW HOLLAND TRACTOR T6050 – VIN #4448
REPAIR QUOTE APPROVAL

Asking for your consideration to approve the attached quote in the amount of \$9,476.01 from Deviney Equipment for repairs to the New Holland Tractor T6050 – Vin #4448.

The New Holland Tractor currently will not move forward. The quoted repairs are for the replacement of the rings, washers, bearings, springs, pistons, and synchronize assembly.

In such, the necessary repairs do NOT include the engine, transmissions, rear axles and/or other such components, and the need for such repairs was not known until disassembly of the equipment. The equipment is currently dismantled at Deviney Equipment.

Thank you for your consideration in this matter. Please let me know if you have any questions.

ATTACHMENTS:

- Deviney Quote QT14388

GL Code: 001-201-636

Funding: Street Department – General Government



P.O. Box 7179
Jackson, MS 39282
Phone (601)373-9531
Fax (601)373-9447

Visit us at:
www.devineyequipment.com

SOLD TO
B00660 CITY OF BRANDON
ATTN: ACCTS PAY
PO BOX 1539
BRANDON, MS 39043

SHIP TO

Sold By: MSTRIE PO #:
Ship By: Tax #:

Date 7/17/24 ESTIMATE

QT14388
Open

Tax	D	Qty	Description	Price	Amount
PARTS TO SHOP					
N		10	FD 5166536 SPRING	21.05	210.50
N		2	FD 5162253 CIRCLIP	8.00	16.00
N		2	FD 5162263 RETAINER CU	37.13	74.26
N		14	FD 87547943 SPRING	17.82	249.48
N		2	FD 5171202 PISTON	268.71	537.42
N		2	FD 87534848 KIT	258.38	516.76
N		1	FD 16875173 CIRCLIP	2.58	2.58
N		1	FD 327911 CIRCLIP	2.02	2.02
N		1	FD 28042510 BEARING BA	103.97	103.97
N		1	FD 5181842 WASHER THR	9.32	9.32
N		2	FD 5162398 SEAL RING	34.90	69.80
N		2	FD 5143775 GASKET	41.04	82.08
N		1	FD 5186183 HUB	457.13	457.13
N		1	FD 11078676 RING SNAP	32.13	32.13
N		1	FD 5122844 RING SNAP	47.51	47.51
N		1	FD 5186182 CLUTCH PLA	231.82	231.82
N		5	FD 5131232 SEAL RING 23-A	55.11	275.55
N		1	FD 5173674 GASKET 57-G	14.14	14.14
N		1	FD 5190247 SEAL 22-C	72.27	72.27
N		1	FD 13897270 PIN ROLL	2.00	2.00
N		2	FD 87534850 PIN	1.30	2.60
N		1	FD 5175967 GEAR	5.17	5.17
N		2	FD 5160929 RING SNAP	3.40	6.80
N		2	FD 5160928 BEARING NE	34.29	68.58
N		1	FD 5186638 SYNCHRONIZE	888.81	888.81
N		1	FD 5149885 BEARING R	97.31	97.31
CUSTMER LABOR					
** TOTAL PARTS TO SHOP					4076.01
** TOTAL CUSTOMER LABOR					5400.00

Please note that any estimates provided for farm equipment services are only an approximation. The actual cost may vary based on several factors, including the condition of the equipment, the complexity of the repairs needed, and the availability of replacement parts. As such, any estimate we provide is subject to change at any time. We make every effort to provide accurate estimates, but we cannot be held liable for any discrepancies between the estimate and the actual cost of service. By accepting our estimate, you agree to these terms and acknowledge that any final costs incurred for services rendered are your responsibility."

** SUBTOTAL 9476.01

X Charge Sale

Phone: (601)825-5021

PAY THIS
AMOUNT

\$9476.01



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: CARLY BETH DEARMAN, PUBLIC WORKS OPERATIONS COORDINATOR
BOARD AGENDA: AUGUST 12, 2024 – SPECIALL CALLED BOARD MEETING
SUBJECT: RANKIN COUNTY COMMODITY BIDS

Asking for your consideration to accept the attached commodity term bids as advertised, bid, and awarded by Rankin County. The commodity prices for the listed items are effective now through December 31, 2024.

- Asphalt and asphalt products
- Scrub, slurry, and micro-surfacing
- Polypropylene Pipe
- Crushed aggregates
- Gravel
- Soil Stabilization
- Poly Foam/Curb Gutter

On November 15, 2021, the Board approved for the City of Brandon to enter into an Interlocal Agreement with Rankin County for use of Rankin County's commodity term bids.

Thank you for your consideration in this matter. Please let me know if you have any questions.

ATTACHMENTS:

- Rankin County Commodities

**RANKIN COUNTY UNIT SYSTE
SEMI-ANNUAL ASPHALT TERM BIDS
BID NUMBER: 24-300-2A
DUE DATE: June 18, 2024 at 8:30 A.M.**

[illegible]

RANKIN COUNTY UNIT SYSTE
SEMI-ANNUAL ASPHALT TERM BIDS
BID NUMBER: 24-300-2A
DUE DATE: June 18, 2024 at 8:30 A.M.

[illegible]

**RANKIN COUNTY UNIT SYSTEM
SEMI-ANNUAL TERM BIDS FOR ASPHALT
BID FILE NO: 24-300-2A
BID DATE: JUNE 18, 2024 AT 8:30 A.M.**

PRODUCT	RECOMMENDED VENDOR	ALTERNATE #1	ALTERNATE #2
1 Base Course BB-1 Type 6 In Place (per ton)	AJ CONSTRUCTION	ADCAMP, INC.	DICKERSON & BOWEN
2 Surface Course SC-1, Type 8 In Place (per ton)	AJ CONSTRUCTION	ADCAMP, INC.	DICKERSON & BOWEN
3 Surface Course 9.5mm MT In Place (per ton)	AJ CONSTRUCTION	ADCAMP, INC.	DICKERSON & BOWEN
4 FOB BB-1 Type 6 (per ton)	AJ CONSTRUCTION	ADCAMP, INC.	DICKERSON & BOWEN
5 FOB SC-1 Type 8 (per ton)	AJ CONSTRUCTION	ADCAMP, INC.	DICKERSON & BOWEN
6 FOB 9.5mm MT (per ton)	AJ CONSTRUCTION	ADCAMP, INC.	DICKERSON & BOWEN
7 SC-1 Type 8 In Place Leveling & Patching (per ton)	AJ CONSTRUCTION	ADCAMP, INC.	NO BID
8 9.5mm, MT In Place Leveling & Patching (per ton)	AJ CONSTRUCTION	ADCAMP, INC.	NO BID
9 Ultra-Thin Asphalt Pavement (per ton)	AJ CONSTRUCTION	ADCAMP, INC.	DICKERSON & BOWEN
10 Placement of Hot Mix County Furnished (per ton)	AJ CONSTRUCTION	ADCAMP, INC.	NO BID
11 Cleaning & Sealing Cracks >1/8"<1.5" (per linear ft)	RE-BID	RE-BID	RE-BID
12 Cleaning & Sealing Cracks >1.5" (per linear ft)	RE-BID	RE-BID	RE-BID
13 Cleaning & Sealing Heavy Cracks (per square ft)	RE-BID	RE-BID	RE-BID
14 CRS-2 (per gallon)	ASPHALT PRODUCTS UNLIMITED, INC.	ERGON	NO BID
15 CRS-2P (per gallon)	ERGON	NO BID	NO BID
16 CAE-P Prime (per gallon)	ERGON	NO BID	NO BID
17 Fog Seal (per gallon)	ERGON	NO BID	NO BID
18 PG 67-22 (per gallon)	RE-BID	RE-BID	RE-BID

CONTRACT TERM OF 6 MONTHS W/OPTION TO RENEW IF BOTH PARTIES AGREE

CONTRACT / BID	DESCRIPTION	Primary Vendor		1 st Alternate Vendor		2nd Alternate Vendor				
		Name	Option Yes	Option No	Name	Option Yes	Option No	Name	Option Yes	Option No
Bid 24-300-03	Scrub, Slurry, Micro-Surfacing	Vance Brothers		X	T. L. Wallace Construction, Inc.	X		Adcamp		X
Bid 24-300-04	Metal Culverts	Southern Pipe and Supply	X		Coburns Supply		X	G & O Supply		X
Bid 24-300-05	Polypropylene Culverts	Southern Pipe and Supply	X		Coburns Supply		X	G & O Supply		X
Bid 24-300-06	Crushed Aggregates	Warren Paving Inc.		X	Rankin County Limestone	X				
Bid 24-300-07	Gravel	APAC (Wash Gravel Only)	X		J & L Enterprises (Clay Gravel Only)	X				
Bid 24-300-08	Soil Stabilization	Adcamp	X							
Bid 24-300-09	Poly Foam/Curb & Gutter	Buildog Construction Company Inc.	X		Foremost Foundations & Construction	X		Waren Building Company Inc.	X	

* Approve the 1st Alternate as the vendor for Scrub, Slurry and Micro Surfacing for Bid 24-300-03.

Carly Dearman

From: Hewitt Pittman <Hewitt.Pittman@rankincounty.org>
Sent: Tuesday, July 16, 2024 2:35 PM
To: Carly Dearman
Subject: Commodities for July through December
Attachments: Contract recap with option to renew for 6 months 2024.pdf; Asphalt Bid Recaps for July through December 2024.pdf

CAUTION: This email originated from outside of the company. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Carly,

Brigette Herring has retired as of the end of February 2024, and I have stepped into her position.

I have attached two files as follows:

1. Recap of the semiannual contracts that had an additional 6-month option to renew. Every vendor did renew except for Vance Brothers (in that case we went with the second alternative (T L Wallace)).
2. Recap of the bids received for Asphalt for the period of July through December 2024. This bid was accepted at the Rankin County Board of Supervisors Meeting on June 27, 2024.

If you have any questions, please contact me at the information below.

Hewitt Pittman
Rankin County Purchase Clerk
222 N. Timber Street
Brandon, MS 39042
hewitt.pittman@rankincounty.org
601 825-9601

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MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: CARLY BETH DEARMAN, PUBLIC WORKS OPERATIONS COORDINATOR
BOARD AGENDA: AUGUST 12, 2024 – SPECIALL CALLED BOARD MEETING
SUBJECT: KARTER BOUNDS
NEW HIRE – WATER LABORER III
CORRECTION TO BOARD ACTION OF 8/5/2024

Asking for your consideration to correct prior Board action for item #7.4 on August 5, 2024, due to a Scrivner error regarding the hiring of Karter Bounds.

Karter Bounds will be a Water Laborer III at an hourly rate equivalent to \$40,000.00 annually effective August 6, 2024.

Thank you for your consideration in this matter. Please let me know if you have any questions.

ATTACHMENTS:



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: BRIAN ROBERTS
DATE: 08/09/2024
SUBJECT: PURCHASE OF FIRE HOSE

The fire department respectfully requests permission to purchase 16 sections (1600 feet) of 5" combat ready hose. We received the lowest and best quote from Sunbelt Fire for a total price of \$13,726.72 for the fire hose. We also request permission to travel to Fairhope, AL (date not set yet) to pick the hose up as this will save the department shipping charges, and the hose is in stock at this time. We budgeted for this equipment in FY 24.

Quotes received:

- Sunbelt Fire - \$13,726.72
- EEP - \$13,764.64

Thank you for your consideration.

ATTACHMENTS:

1. 5 inch fire hose quotes 080924



CUSTOMER QUOTE COPY: 1

DATE: 08/01/2024

EXP DATE: 08/31/2024

Quote No: Q-26333

QUOTE

Sunbelt Fire, Inc.

8050 McGowin Dr. Fairhope, Alabama 36532

Phone: (251) 928-9917 – Fax: (251) 928-9933

www.sunbeltfire.com

QUOTED TO		SHIP TO	
Customer #: 1812 Brandon Fire Dept Po Box 1539 Brandon, MS 39043		Brandon Fire Dept 629 Marquette Dr Brandon, MS 39042	
EMP	TM	SHIP VIA	TERMS
Dalton Combs	Matt Nault		Due Upon Receipt

QTY	PART # & DESCRIPTION	UNIT PRICE	TOTAL
16	AAHFX50X100Y50S Hfx Hose, 5"Stz X 100' Nitrile Rubb	\$857.92	\$13,726.72

Notes:

Parts: \$13,726.72
Freight: \$0.00
CC Fees: \$0.00
Sales Tax: \$0.00
TOTAL QUOTE: \$13,726.72

AUTHORIZED BY: _____ Printed Name: _____

DATE: _____

PURCHASE ORDER: _____

THIS QUOTE/ESTIMATE IS VALID FOR 30 DAYS

TERMS AND CONDITIONS

Please note that freight charges are not included in the quoted price unless explicitly specified. Qualified products in new, unopened packages, or otherwise that have not been installed, may be eligible for return within 30 days, subject to a 20% restocking fee. Certain products such as electrical items, hoses, belts, rubber, or neoprene items such as O-rings, and special-order products are non-returnable. Please contact us with the item number to check return eligibility. A 1.5% monthly late fee will be assessed on all invoices over 60 days past due.

DISCLAIMER OF WARRANTIES

Any warranties on the products sold hereby are those made by the manufacturer. The seller hereby expressly disclaims all warranties, either express or implied, including any implied warranty of merchantability or fitness for a particular purpose, and seller neither assumes nor authorizes any other person to assume for it any liability in connection with the sale of said products.

Remit To:

EEP
PO BOX 1739
Southaven, MS. 38671
PH: (662) 280-4729
Fax:(662) 342-7251



QUOTE
219651

CUSTOMER NO.
111

BILL TO:

Brandon, City Of
Attn: Accts Payable Dept
P O Box 1539
Brandon, MS 39043

SHIP TO:

Brandon Fire Dept
213 Poindexter Street
Brandon, MS 39042

PHONE: 601/824-4636
FAX: 601/824-4639

Visit our website at www.emergencyequipment.us

PAGE 1

DATE		SHIP VIA	F.O.B.	TERMS	
08/01/24		SHIP COMPLETE		NET 30 DAYS	
PURCHASE ORDER NUMBER		ORDER DATE	SALESPERSON		OUR QUOTE NUMBER
		08/01/24	WM SW		219651
QUANTITY		ITEM NUMBER	DESCRIPTION	UNIT PRICE	AMOUNT
REQUIRED	SHIPPED				
16		AAH.HFX50X100Y50S	SNAP-TITE 5 IN. X 100 FT. HOSE COUPLED 5 IN. STORZ YELLOW	860.29	13,764.64
Six-week delivery time guaranteed					
Please note: Invoices paid by Credit Card will have a 3% fee added to the Total Quote Amount shown below					
Pricing quotes are estimates only. Due to volatility in material cost, pricing, surcharges, etc., orders will not be accepted until pricing is verified from the vendor. Both the purchaser and Emergency Equipment Professionals, Inc. will approve final pricing before the order is finalized.					
If the supplier to EEP modifies prices after the order has been submitted, the customer will have the right to cancel without penalty.					
Product Total		Discount	Freight	Taxable Amount	Tax
13,764.64				13,764.64	0.00
		Misc. Amt.	QUOTATION TOTAL		
			13,764.64		
Terms and Conditions: Interest will be charged at the rate of 1 1/2% per month, or 18% annually on any unpaid balance. Customer agrees to pay reasonable attorney's fee and all other costs of collection after default. All orders received "As Ordered" and returned are subject to a 20% restocking fee. No returns are allowed without prior written approval from Emergency Equipment Professionals. All shortages and discrepancies must be reported to Emergency Equipment Professionals within 10 days of receipt of shipment. No cash refunds will be given.					



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: BRIAN ROBERTS
DATE: 08/09/2024
SUBJECT: TRAVEL - PARAMEDIC LAB SCHOOL

The fire department respectfully requests permission for Firefighter Maxwell Chandler and Captain Jay McClora to travel to Greenwood, MS for their paramedic lab training on the following dates and approve all travel expenses (hotel, meals and fuelman card):

- September 30-October 4, 2024
- February 9, 2025, to February 13, 2025
- April 13, 2025, to April 17, 2025

There are funds in our training budget to cover this training.

Thank you for your consideration.

ATTACHMENTS:

None