

AGENDA
BRANDON BOARD OF ALDERMEN & MAYOR
REGULAR BOARD MEETING
BUTCH LEE, MAYOR PRESIDING
MARCH 17, 2025

1. CALL TO ORDER
2. INVOCATION AND PLEDGE OF ALLEGIANCE
3. PUBLIC COMMENTS AND RECOGNITIONS
 1. Proclamation - World Down Syndrome Day
4. OLD BUSINESS
 1. Approve the Regular Board Meeting Minutes of March 3, 2025.
5. BUTCH LEE, MAYOR
 1. Conduct a Public Hearing on the Comprehensive Plan.
 2. Consideration to approve a Memorandum of Understanding (MOU) with the Mississippi Outdoor Stewardship Trust Fund (MOSTF) for the Quarry Trails Improvements Project and authorize the Mayor to execute the same.
 3. Consideration to approve the Emergency Certification Memo as issued from the Mayor of the City of Brandon to purchase batteries from Radco Electronics in the amount of \$14,925.00 for the purchase of amphitheater emergency lighting inverter system; this also includes authorizing the Finance Director to make all necessary budget amendments.
 4. Consideration to adopt the following resolutions and authorize the Mayor to execute the same.
 1. A resolution showing the City of Brandon's intent to apply for funds from the Mississippi Department of Wildlife, Fisheries, and Parks Recreational Trails Program.
 2. A resolution allocating a match of thirty thousand dollars (\$30,000) should funds be awarded from the Department of Wildlife, Fisheries, and Parks.
6. MARY ANN HESS, CITY CLERK
 1. Consideration to approve professional services agreements for the purposes of promoting tourism in accordance with HB1521 (2023 MS Legislative Session) and other lawful and related purposes; authorize the Mayor to execute the same; and approve payment of all show-related expenditures:
Hank Williams, Jr. - LN Sell-off Agreement Brandon Amphitheater 2025
Rick Springfield - May 31, 2025 - Contract - Brandon Amphitheater - Brandon, MS, USA
 2. Consideration to approve a payment in the amount of \$3,000 to Sample, Hicks & Associates for Labor Standards Consulting Services Contract. This contract is for the City's DWSIRLF project for the Cornerstone/Grants Ferry Parkway Waterline Extension Project.

3. Consideration to approve the lowest and best quote from All Pro Clean in the amount of \$22,358.00 to pressure wash all flat concrete surfaces within the amphitheater and all exterior CMU buildings and walls; authorize the Mayor to execute the same; and authorize the Finance Director to make all necessary budget amendments.
4. Consideration to accept the lowest and best quote with Weed Warriors LLC in the amount of \$11,475.00 to treat approximately 765 crepe myrtle trees for bark scale throughout the city; authorize the Mayor to execute the same; and authorize the Finance Director to make all necessary budget amendments.
5. Consideration to enter into an agreement with the Entergy MS Small Business Solutions Program at Brandon Fire Station #3 Kennedy Farm; accept the lowest and best quote from Efficient Power & Light (EPL) and authorize the Mayor to execute all necessary documents.
6. Consideration to enter into an agreement with the Entergy MS Small Business Solutions Program at Brandon Police Department; accept the lowest and best quote from Efficient Power & Light (EPL) and authorize the Mayor to execute all necessary documents.
7. Consideration to approve a renewal of the Municode/Civicplus Supplement Subscription and authorize the Mayor to execute the same.
8. Consideration to approve the travel for Niki Jobe to attend the HUB Jackson 2025 Compliance and Benefits Summit in Madison, MS on April 8, 2025.
9. Consideration to approve:
 - a. Docket of Claims for March 17, 2025.
 - b. Fox Everett claims released on March 7, 2025.
 - c. Electronic fund transfers for February 2025.

7. GEORGANNA KEENUM, EVENTS DIRECTOR

1. Consideration to extend the following agreements for the 2025 Concert Season at the Brandon Amphitheater and City Hall Live and authorize the Mayor to execute the same:
 - a. Enlisted Association of the National Guard of Mississippi
 - b. Justice Security Agreement Extension - Amphitheater
 - c. Justice Security Agreement Extension - City Hall Live
 - d. Merchandise Vending Agreement

8. CARLY DEARMAN, PUBLIC WORKS DEPARTMENT

1. Consideration to approve Pay Request 1 in the amount of \$110,513.74 from Hemphill Construction Company for the Highway 80 Waterline Improvements Project and authorize payment of the same.
2. Consideration to approve Pay Request 3 in the amount of \$186,949.99 from Thornton Construction Company for the Cornerstone Grants Ferry Parkway Waterline Project and authorize payment of the same.
3. Consideration to approve Pay Request 3 in the amount of \$56,815.14 from Hemphill

Construction Company for the Dining Poindexter New Parking Lot Project and authorize payment of the same.

4. Consideration to approve a Professional Services Agreement with Deep South Land Improvements, LLC for ROW mowing and string cutting services and authorize the Mayor to execute the same.
5. Consideration to approve a Professional Services Agreement with Deep South Land Improvements, LLC for ROW bush hogging services and authorize the Mayor to execute the same.
6. Consideration to rescind the hire of Richard Walters as a Water Laborer III in the Public Works Department.
7. Consideration to approve the following invoices from Hemphill Construction Company for non-emergency repairs at commodity bid pricing and authorize payment of the same.
 1. 113 Sunline Drive - \$21,213.10 – invoice #: H24023-08-52156 – fire hydrant repair/replacement – FY24 Commodity Bid Pricing
 2. Marquette Road (across from 783 Marquette Road) - \$28,049.04 – invoice #: H24192-01-55372 - water leak repair - FY24 Commodity Bid Pricing
 3. 22 Crosswoods Drive - \$24,580.75 – invoice #: H24192-04-49387 - storm drain pipe replacement – FY25 Commodity Bid Pricing
 4. 55 Terrapin Hill Road North - \$4,439.96 – invoice #: H24192-04-55175 – storm drain replacement ***work not completed as of this invoice date – FY25 Commodity Bid Pricing
 5. 102 Rosewood Lane - \$5,029.00 – invoice #: H24192-04-56764 – water leak repair - FY25 Commodity Bid Pricing
 6. 308 Shiloh Road - \$5,795.24 – invoice #: H24192-01-55131 – manhole repair - FY25 Commodity Bid Pricing
 7. 5091 Meadowood Drive - \$5,416.20 – invoice #: H24192-04-55976 – water leak repair - FY25 Commodity Bid Pricing
8. Consideration to approve the following invoices from Hemphill Construction Company for emergency repairs at commodity bid pricing and authorize payment of the same.
 1. 106 The Hills Drive - \$13,619.10 – invoice #: H24192-04-56878 – emergency water leak repair - damaged by Entergy boring contractor
 2. Woodgate Drive at Longmeadow Road - \$5,416.20 – invoice #: H24192-04-56615 – emergency water leak repair – damaged by Verizon boring contractor
9. Consideration to approve the following invoices from Hemphill Construction Company for the Hunters Woods Sewer Repair Project and authorize payment of the same.
 1. Near 123 Longmeadow Road - \$18,685.67 – invoice #: H24192-04-55712 – Hunters Woods Sewer Repair Project – Group 4 of 6
 2. Near 140 Longmeadow Road - \$9,733.76 – invoice #: H24192-04-55714 – Hunters Woods Sewer Repair Project – Group 4 of 6
 3. Near 182 Woodgate Drive - \$4,866.88 – invoice #: H24192-04-55715 – Hunters Woods Sewer Repair Project – Group 5 of 6

10. Consideration to approve the MS Development Authority Subgrant Signature Sheet obligating federal funding in the amount of \$691,041.00 for the 2024 Diamond Emerald Sewer Rehabilitation CDBG Project and authorize the Mayor to execute the same.
11. Permission to proceed with obtaining quotes for the Marquette Road Multi-Use Path Extension Project.

9. SAM HAWKINS, COMMUNITY DEVELOPMENT

1. Request permission for Jesse Green and Randy Barnes to travel to Gulfport, MS to attend the BOAM summer conference June 9 -13, 2025 and pay associated travel expenses.
2. Tabled item from meeting on 3/3/25 - consideration of an application for development review for Setco Holdings/Sunny Desai to construct a 7,000 square foot retail shopping center - parcel # H8-10-140

10. JOSEPH FRENCH, POLICE CHIEF

1. Request to change Officer Palmer Robbins to a traffic unit working Monday through Friday (8 hour shift) effective March 17, 2025.
2. Request permission to promote Clare Lancaster to Dispatch Supervisor/TAC and adjust her pay in accordance with the memo.
3. Request permission to hire:
 - Norman Young as a Sergeant Investigator effective March 31, 2025 and set his rate of pay in accordance with the memo.
 - Deterron Harrin as a Patrolman effective March 31, 2025 and set his rate of pay in accordance with the memo.
 - Nick Pernell as a Patrolman effective March 18, 2025 and set his rate of pay in accordance with the memo.

11. BRIAN ROBERTS, FIRE CHIEF

1. Consideration to approve travel to Biloxi, MS for Battalion Chief Eric Stringer to attend the Fire Investigators Association "Fatal Fire Investigation Course" from March 25-28, 2025.

12. EXECUTIVE SESSION

13. ADJOURN

***PROCLAMATION
WORLD DOWN SYNDROME DAY***

WHEREAS, Down syndrome is the most commonly occurring chromosomal condition, and approximately one in every 700 babies are born with Down syndrome, representing an estimated 6,000 births per year in the United States; and^[L-]_[SEP]

WHEREAS, Down syndrome occurs in people of all races and economic levels, and there are approximately 400,000 individuals living with Down syndrome in the United States; and

WHEREAS, individuals with Down syndrome have tremendous potential to live full and fulfilling lives as contributing members of our community; and^[L-]_[SEP]

WHEREAS, quality educational programs, stimulating home environments, good health care, and positive support from family, friends, and the community, enable people with Down syndrome to lead fulfilling and productive lives; and

WHEREAS, World Down Syndrome Day has been observed on March 21st since 2012. March 21st was selected to signify the uniqueness of the triplication of the 21st chromosome which causes Down syndrome; and^[L-]_[SEP]

WHEREAS, the City of Brandon values our citizens with Down syndrome and their families; and

WHEREAS, at this time we take an opportunity to highlight the unique abilities, strengths, and needs of our community members with Down syndrome.

NOW, THEREFORE, BE IT RESOLVED, that I, Butch Lee, Mayor of the City of Brandon, do hereby proclaim March 21st as World Down Syndrome Day, and encourage the citizens of Brandon to work together to promote respect and inclusion of individuals with Down syndrome and to celebrate their accomplishments and contributions.

Butch Lee, Mayor

MINUTES OF THE REGULAR BOARD MEETING OF THE
MAYOR AND BOARD OF ALDERMEN OF THE CITY OF BRANDON, MISSISSIPPI
OF MARCH 3, 2025 AT 6:00 P.M.
MAYOR BUTCH LEE, MAYOR PRESIDING

1. CALL TO ORDER - Mayor Lee and Aldermen Farris, Middleton, Womack, Williams, Vinson Craine and Coker were present.
2. INVOCATION AND PLEDGE OF ALLEGIANCE - Alderman Vinson gave the invocation and Alderman Craine led the Pledge of Allegiance.
3. PUBLIC COMMENTS AND RECOGNITIONS – None.
4. OLD BUSINESS

1. Approve the Regular Board Meeting Minutes of February 18, 2025.

Alderman Womack made the motion to approve agenda item 4.1, seconded by Alderman Coker and upon unanimous vote the motion carried.

5. BUTCH LEE, MAYOR

1. Public Hearing on the Comprehensive Plan.

The Public Hearing was opened with regard to the adoption of a new Comprehensive Plan for the City, whereupon the Director of Community Development advised that all of the prerequisites to the Public Hearing have been met. Proof of publication of the Public Hearing is appended hereto. General land use comments were made regarding certain specific properties, to-wit: Hwy. 471 and Warner Drive, Eastmark Drive, US 80 at Exit 59, MS 18 at MS 468, MS 18 near West Sunset and Old Hwy. 471, as presented by the Community Development Director which is appended hereto. Gray Outz, with CMPDD addressed the board regarding the proposed new Comprehensive Plan. David Fredrick addressed the board regarding the property at 2743 Hwy. 80. His intent is to expand his business Fredrick's Sales and Service to this property.

Alderman Farris made the motion to continue the Public Hearing to the next Regular Board Meeting on March 17, 2025, at 6:00 p.m., seconded by Alderman Womack and upon unanimous vote the motion carried.

2. Approve professional services project development agreement with PATH, LLC to develop an Energy Efficiency Performance Project; authorize the Mayor to sign the same; and authorize the Finance Director to make all necessary budget amendments.

Alderman Coker made the motion to approve agenda item 5.2, in accordance with the memo from the Mayor's Office, which is appended hereto, seconded by Alderman Farris and upon unanimous vote the motion carried.

6. MARY ANN HESS, CITY CLERK

1. Approve professional services agreements for the purposes of promoting parks and recreation and tourism, in accordance with HB1521 (2023 MS Legislative Session) and other lawful and related purposes; authorize the Mayor to execute the same; and approve payment of all show-related expenditures:
 - John Waite Contract Brandon 2025
 - Wang Chung 05312025 Brandon MS Contract S9621
2. Approve an Amphitheater sponsorship agreement with Bottle Tree Beverage Company for the 2025 concert season and authorize the Mayor to execute same.
3. Approve:
 - a. Docket of Claims for March 3, 2025.
 - b. Fox Everett claims released on February 20 and 21, 2025.

Alderman Craine made the motion to approve agenda items 6.1-6.3 (a) & (b), in accordance with the memos from the City Clerk's Office, which are appended hereto, seconded by Alderman Womack and upon unanimous vote the motion carried.

7. CARLY DEARMAN, PUBLIC WORKS DEPARTMENT

1. Approve the following invoices from Hemphill Construction Company for the Towne Station Subdivision Storm Drain Point Repairs which are at the FY25 General Construction Services commodity pricing, and authorize payment of the same.
 - near 305 Towne Street - invoice #H24192-01-56063 - \$3,309.30
 - near 305 Towne Street - invoice #H24192-02-56063 - \$8,939.96
 - near 346 Towne Street - invoice #H24192-01-55438 - \$4,361.98
 - near 359/360 Towne Street - invoice #H24192-01-56062 - \$12,909.52
 - near 402 Rolling Hill Circle - invoice #H24192-01-57202 - \$15,580.46
2. Approve Pay Request #2 in the amount of \$33,636.65 from Hemphill Construction Company for the Dining Poindexter New Parking Lot Project and authorize payment of the same.
3. Approve Pay Request #5 in the amount of \$240,014.66 from Hemphill Construction Company for the Burnham Road Waterline Improvements Project and authorize payment of the same.
4. Approve the following invoices from Hemphill Construction Company for repairs in the months of October 2024, November 2024, & December 2024 and authorize payment of the same. All repairs were made at the FY25 General Construction Services commodity bid pricing.
 - 110 Hickory Hill Place – H24192-01-54258 - \$7,280.46 – water leak repa
 - 310 Towne Street – H24192-01-56061 - \$5,706.06 – storm drain pipe repair
 - 373 Lakebend Drive – H24192-01-53722 – \$5,475.24 – water leak repai
 - 101 Service Drive – H24192-02-55646 - \$3,041.80 – water leak repair
 - Shady Cove – H24192-02-55628 - \$10,536.80 – cross drain replacement
 - 3007 Greenfield Road – H24192-03-55622 - \$16,099.98 – water leak repair
 - 22 Crosswoods Road – H24192-03-49387 - \$8,154.32 – storm drain replacement – work NOT complete as of December 2024

- 3041 Louis Wilson Drive – H24192-03-52152 - \$12,462.80 – storm drain replacement
 - 27 Fox Glen Circle – H24192-03-55990 - \$10,557.77 – sewer line repair
 - 108/110 Rollingwood Drive – H24192-03-55797 - \$10,424.70 – water leak repair
 - Dell Blvd – H24192-03-55649 - \$5,212.35 – water leak investigation
5. Declare as an emergency in accordance with MCA Section 31-7-13(k) and approve the following invoices from Hemphill Construction Company for emergency repairs as reflected in the memos provided, in the months of October, November, and December 2024 and authorize payment of the same. All repairs were at the FY25 General Construction Services commodity bid pricing.
- Near 103 Pearl Street – H24192-01-55210 - \$15,121.40 – emergency storm drain repair in street
 - 101 Deborah Drive – H24192-02-55647 - \$3,971.16 – emergency sewer repair
 - 140 Meadowlane Drive – H24192-02-55675 - \$21,234.52 – emergency water leak repair and storm drain repair
 - 617 Lakewood Cove – H24192-02-55699 - \$24,481.02 – emergency sewer line repair
 - 811 Louis Wilson Drive -H24192-02-55626 - \$32,453.74 – emergency sewer line replacement
 - 106 Bristol Place – H24192-02-55601 - \$8,723.96 – emergency sewer repair
 - 160 Woodgate Drive – H24192-02-55366 - \$9,028.60 – emergency water leak repair
 - 101 Worley Drive – H24192-02-55632 - \$12,619.00 – fire hydrant replacement
 - Near Morrow Street & Orr Drive – H24192-02-55585 - \$21,448.91 – emergency sewer force main repair
 - 805 Louis Wilson Drive – H24192-03-57207 - \$6,231.40 – emergency sewer line repair
 - Near 410 Burnham Road – H24192-03-56099 - \$2,300.45 – emergency water leak repair
 - 502 Sykes Cove – H24192-03-56102 - \$11,749.50 – emergency water leak repair
6. Declare as an emergency in accordance with MCA Section 31-7-13(k) and approved payment with respect to unforeseen storm drain inlet reconstruction and sewer line repairs due to a cross drain replacement near 62 Terrapin Drive, approve the following invoices from Hemphill Construction Company at the FY24 commodity bid rates, and authorize payment of the same.
- Invoice #: H24023-08-54276 - \$122,338.18
 - Invoice #: H24023-09-54276 - \$2,847.50
7. Approve a Professional Services Agreement with Black Forrest, LLC for cemetery mowing and trimming services and authorize the Mayor to execute the same.
8. Approve utility adjustments first finding that the approvals are based on unforeseen circumstances where the customer did not receive the benefits of the utility service warranting a reduction or compromise pursuant to the memo.
9. Authorize Hollan Silcox and Brent King to attend the MS Rural Water Association 2025 Operator Expo on March 25-26, 2025, in Brandon, MS for Water Operator CEU hours.

10. Approve Pay Request #2 FINAL in the amount of \$3,373.22 from Thornton Construction Company for the Morrow Drainage Improvements Project and authorize payment of the same. Pay Request #2 FINAL is the finalization for this project.

11. Authorize the preparation of plans and specifications and advertisement for bids for the Cornerstone Water Well Power Supply Project.

Alderman Williams made the motion to approve agenda items 7.1-7.11, in accordance with the memos from the Public Works Department, which are appended hereto, seconded by Alderman Craine and upon unanimous vote the motion carried.

8. SAM HAWKINS, COMMUNITY DEVELOPMENT

1. Authorize Randy Barnes and Jesse Green to attend the one-day BOAM power panel inspection training conference on April 25, 2025, in Pearl, MS.

Alderman Coker made the motion to approve agenda item 8.1, in accordance with the memo from the Community Development Department, which is appended hereto, seconded by Alderman Womack and upon unanimous vote the motion carried.

2. Consideration of the development review for Greenfield Shopping Center – Parcel #H8-10-140.

Alderman Williams made the motion to table consideration of agenda item 8.2 to the Regular Board Meeting on March 17, 2025, seconded by Alderman Womack and upon unanimous vote the motion carried.

9. JOSEPH FRENCH, POLICE CHIEF

No action items.

	PD Monthly Activity Report - Feb. 2025	
1	Calls for Service	1780
2	Motor Vehicle Accidents	78
3	Reports: Incidents / Supplemental	207
4	Arrests	30
5	Sanitation: Road Trash Detail Bags	300

10. BRIAN ROBERTS, FIRE CHIEF

No action items.

		FD Monthly Activity Report - February 2025				
		Active	Not Active	Problem Locations:		
1	Weather Sirens	18	3	Greenbrook, Hwy 468-Armory, Shiloh		
2	Pafford P1	# Calls	224	Avg Resp Time	9:25	
3	BFD	# Calls	265	Avg Resp Time	5:48	
		Fire	EMS	Wrecks	Training	Inspections
		8	170	23	559	28
						64

11. ADJOURN

Alderman Womack made the motion to adjourn the Regular Board Meeting, seconded by Alderman Craine and upon unanimous vote the motion carried.

(Next Regular Board Meeting: March 17, 2025.)

Minutes approved this the 17th day of March 2025.

Hon. Butch Lee, Mayor

Attest:

Hon. Mary Ann Hess, City Clerk



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM:
DATE: 01/24/2025
SUBJECT: CONDUCT A PUBLIC HEARING ON THE COMPREHENSIVE PLAN

ATTACHMENTS:

None



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: MARY ANN HESS
DATE: 03/11/2025
SUBJECT: MOU - QUARRY TRAILS

Consideration to approve a Memorandum of Understanding (MOU) with the Mississippi Outdoor Stewardship Trust Fund (MOSTF) for the Quarry Trails Improvements Project and authorize the Mayor to execute the same.

ATTACHMENTS:

1. BB. 007-068 Quarry Trails Improvements Project MOU (GOV) 2025

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (hereinafter the "MOU") is entered into between the Mississippi Outdoor Stewardship Board of Trustees (hereinafter the "Board") and the **City of Brandon** (hereinafter "Entity") (collectively, the "parties") for the purpose of establishing the agreed upon conditions under which the Board may disburse funds to assist the Entity in paying costs associated with the local (project) **Quarry Trails Improvements Project** (hereinafter the "Project") specified in Miss. Code Ann. Section 49-39-7 (hereinafter the "Act"). The Project is described in the application provided to the Board August-September 2024 and is incorporated herein by reference. This MOU is entered into in accordance with Miss. Code Ann. Section 27-104-351, also known as the Line-Item Appropriation Transparency Act, and pursuant to, and subject to the terms of the Act, which authorizes an amount not to exceed **(\$392,925.00)** (hereinafter the "Project Funds"), for the Project. **(IT IS YOUR RESPONSIBILITY TO SPEND THE FUNDS RECEIVED FROM THE STATE IN ACCORDANCE WITH THE ACT AS WELL AS ALL STATE AND FEDERAL LAWS AND REGULATIONS.)**

RECITALS

WHEREAS, The Board is a state agency that acts as **Mississippi Outdoor Stewardship Trust Fund** with a principal place of business at **501 N. West St., Suite 1301, Jackson, MS 39201.**

WHEREAS, the Entity is a state agency, or governmental entity with a principal place of business at **1000 Municipal Drive Brandon, MS 39042.**

WHEREAS, Miss. Code Ann. Section 49-39-7, authorized expenditures from the Mississippi Outdoor Stewardship Trust Fund for certain projects.

WHEREAS, pursuant to Miss. Code Ann. Section 49-39-7, the Legislature has appropriated funds to the entity to pay the costs of the Project.

WHEREAS, the Act authorizes the Board to disburse monies in the Mississippi Outdoor Stewardship Trust Fund to pay the costs of the Project.

WHEREAS, the Board finds that it is in the best interest of the Board and the Entity that the funds on deposit in the Mississippi Outdoor Stewardship Trust Fund for the Entity should be disbursed to the Entity and that the Entity shall directly administer the expenditure of such funds for the Project.

NOW THEREFORE, IT IS MUTALLY AGREED BY THE BOARD AND ADMINISTRATION AND THE ENTITY AS FOLLOWS:

Section 1. The Entity agrees to maintain on file the documentation listed in "Exhibit A" attached hereto and incorporated herein by reference.

Section 2. The Entity agrees to abide by the Mississippi Outdoor Stewardship Program Manual and is incorporated herein by reference.

Section 3. The Entity shall obtain or require contractor to obtain a builder's risk insurance policy at the time any construction begins. The insurance must cover potential losses after initiation, but before completion, of the construction or modernization caused by theft, fire, vandalism, and other types of accidental loss or damage to the project. The Board may waive this requirement if the Entity shows that it is effectively self-insured against the risks involved. The term "effectively self-insured" shall mean that the recipient has sufficient funds to pay for any damage, including total replacement, if necessary, or to satisfy any claims against the project.

Section 4. The Board shall retain ten percent (10%) of each reimbursement request and retain five percent (5%) of each reimbursement request upon fifty percent (50%) completion of the project. Upon the completion of the project and all required documentation has been submitted and approved by the Board, the retainage amount shall be released to the Entity after a final audit is conducted.

Section 5. The Entity agrees that the Board shall reimburse the Entity once project expenses have been incurred and paid for by the Entity, proper itemized expenditure documentation has been submitted to the Board, and the Board has approved the requested reimbursement up to the amount in this agreement. Proper documentation includes all invoices, receipts and associated with the reported expenditures. Reimbursement requests shall be provided within thirty (30) days of each calendar end of the month.

Section 6. The Entity agrees expenses directly related to the project scope but incurred prior to this agreement are not reimbursable. Appraisals, project planning, and environmental compliance review expenses may be counted as match only if incurred within eighteen (18) months of this agreement.

Section 7. The Entity agrees that any incidental costs or items not directly associated and essential for the completion and execution of a project shall be ineligible for reimbursement or match. Entity should refer to federal regulations on cost principles to assist in determining allowable costs appropriate for the project.

Section 8. The Entity agrees that the value of donations and third-party contributions provided at no cost cannot be reimbursed and to be counted towards a project's match, the Entity shall provide an invoice and a letter from the organization acknowledging the donation and its fair market value.

Section 9. The Entity agrees that labor donations shall be valued at an hourly rate of pay to be calculated using the Mississippi Median Hourly Wage standards for the most comparable occupation identified on the U.S. Bureau of Labor Statistics site, found at https://www.bls.gov/oes/current/oes_ms.htm, excluding taxes, benefits, and overtime.

Section 10. The Entity agrees to expend the funds within twenty-four (24) months from the date of this agreement.

Section 11. The Entity agrees that if any proceeds from the Project Funds are remaining at the completion of the Project, the Entity will immediately notify and consult with the Board regarding the disposition of the funds and said funds shall be directed in accordance with the Act.

Section 12. The Entity agrees that the Entity may request project term extensions if the project is expected to exceed the 24-month deadline. Extensions must be requested within a reasonable time before the expiration of the original 24-month deadline. At a minimum, extension requests must inform the Board of the current status of the project, current expenditures, anticipated completion date, and reason for the delay. The Board, at its discretion, may request any additional information necessary to make its determination. Extensions are limited to no more than six (6) month increments and subject to approval by the Board. If approved, the Entity shall sign a Project Agreement Amendment. If disapproved, and this agreement cannot be fulfilled, the Board may deobligate in part or in whole the funds appropriated in this agreement.

Section 13. The Entity agrees to provide quarterly reports to the Board which provide an update on the status of the Project including future expenditure of the funds. The quarterly reports must be provided on a form designated by the Board and must include all requested information. The quarterly reports shall be provided within thirty (30) days of each calendar quarter end. The Entity shall also provide to the Board a final report no more than thirty (30) days after final expenditure of funds, summarizing the expenditures and use of the Project Funds upon completion of the Project. All invoices that have not previously been submitted shall be submitted upon completion of the Project.

Section 14. The Board, pursuant to the Act, shall disburse the Project Funds from the Mississippi Outdoor Stewardship Trust Fund upon written request of the Entity to reimburse the costs associated with the Project.

Section 15. The Entity certifies and agrees to make every effort to expend all funds received from the Mississippi Outdoor Stewardship Trust Fund within twenty-four (24) months from the date of this agreement and solely for the costs of the Project as set forth in the Act and upon the terms and provisions of this MOU. Failure of the Entity to adhere to any provision within this MOU may result in immediate action by the State to recover project funds.

Section 16. The Entity agrees to execute any procurements utilizing the funding in a commercially reasonable manner. Failure to adhere may cause the Board to withhold all sums for the Project and/or seek recovery of the same. Further, the Entity agrees to maintain on file the documentation listed in "Exhibit A" attached hereto and incorporated herein.

Section 17. The Entity agrees to maintain copies of all invoices, bank statements, and similar documentation for each expenditure of all funds received from the Mississippi Outdoor Stewardship Trust Fund sufficient to satisfy and confirm, to Board satisfaction, that such funds have been expended solely for the costs of the project as authorized and provided by the Act.

Section 18. The Entity agrees that Project Funds shall be expended in accordance with all State and Federal laws and regulations, and that failure to do so may cause the Board to withhold funds for the Project or seek recovery of same.

Section 19. Any notice from one party to the other under this Agreement shall be in writing and may be either personally delivered, emailed, or sent by registered or certified mail in the United States Postal Service, Return Receipt Requested, postage prepaid, addressed to each party at the addresses which follow, or to such other addresses provided for in this Agreement, or as the Parties may hereinafter designate in writing. Any such notice shall be deemed to have been given as of the date transmitted.

City of Brandon
1000 Municipal Drive
Brandon, MS 39042

Mississippi Outdoor Stewardship Trust Fund
Attention: Ricky Flynt, Executive Director
501 N. West St., Suite 1301
Jackson, MS 39201
Ph. (601) 359-2526
Ricky.Flynt@dfa.ms.gov

Section 20. This MOU may be amended or modified only by written agreement signed by both parties.

Section 21. The Board has authority to hear, oversee, and resolve any disputes that may arise in carrying out the duties of the parties under this MOU. The Parties agree to undertake a good faith attempt to resolve any such disputes before seeking Board resolution.

Section 22. If any term or provision of this MOU is prohibited by the laws of the State of Mississippi or declared void by a court of competent jurisdiction, the remainder of this MOU shall not be affected thereby and each term and provision of this MOU shall be valid and enforceable.

Section 23. Each party shall be responsible for all claims, demands, liabilities, suits, damages, costs, and expenses of every kind, including court costs and attorney's fees, arising out of this MOU and caused by the party's own principals, agents, employees, contractors, or subcontractors while performing under this MOU. Further, the

parties do not assume liability for any actions or omissions of each other's agents, representatives, employees, contractors, subcontractors, or providers.

Section 24. The Entity's tort liability, as political subdivision of the State of Mississippi, is determined and controlled in accordance with Mississippi Code Annotated § 11-46-1 *et seq.*, including all defenses and exceptions contained therein. Board's liability, as a political subdivision of the State of Mississippi, is determined and controlled in accordance with Mississippi Code Annotated § 11-46-1 *et seq.*, including all defenses and exceptions contained therein. Nothing in this Agreement shall have the effect of changing or altering the liability or of eliminating any defense available to the Entity, Board, or the State under statute.

Section 25. It is understood and agreed that this document constitutes the entire understanding of the parties with respect to the subject matter contained herein and supersedes and replaces all prior negotiations, understandings, and agreements, written or oral, between the parties relating to the subject matter.

Section 26. This MOU, including any exhibits, attachments, and appendices, is subject to the "Mississippi Public Records Act of 1983," and its exceptions. See Miss. Code Ann. § 25-61-1, *et seq.* and Miss. Code Ann. § 79-23-1. In addition, this MOU may be subject to the provisions of the Mississippi Accountability and Transparency Act of 2008. Mississippi Code Annotated §§ 27-104-151 *et seq.*

Section 27. Neither Party shall have the right to assign this MOU to a third party without the prior written consent of the other Party. Any permitted assignee shall assume all obligations of its assignor under this MOU. No assignment shall relieve any party of responsibility for the performance of any obligations that have accrued prior to such assignment.

Section 28. The failure of either Party to insist upon the strict observation or performance of any provision of this MOU or to exercise any right or remedy shall not impair or waive any such right or remedy in the future. Every right and remedy given by this MOU to the Parties may be exercised from time to time as often as appropriate.

Section 29. The Board and the Entity each represent and warrant to the other that the person signing below has all requisite legal power and authority to execute this MOU on behalf of each party and each party shall thereby be bound.

Section 30. This MOU is effective on the date of the final signature to the MOU ("Effective Date of this MOU"). Facsimiles and electronic transmissions of signatures shall constitute acceptable, binding signatures for purpose of this MOU.

Section 31. Entity agrees and understands that it shall not proceed with any action requiring reimbursement, excepting items exempt in the MOSTF Program Manual, until Entity has been issued a Notice to Proceed Letter.

IN WITNESS WHEREOF, the parties have affixed their signatures on the dates indicated below.

MISSISSIPPI OUTDOOR STEWARDSHIP BOARD OF TRUSTEES

By: _____
Drew St. John, Chairman

Date: _____

CITY OF BRANDON

By: _____
Name, Title

Date: _____

EXHIBIT A

The Entity shall maintain on file for Board review, the following items in relation to the Project:

1. A copy of the Program of Work for the Project.
2. A copy of any and all construction documents including contracts.
3. A copy of all contractor pay requests and professional pay requests and approval of payment for said services.
4. All invoices.
5. All bank statements.
6. A copy of annual audit reports.
7. All contracts.
8. Any audits.
9. Any and all other documentation which may be required to document, to the Board satisfaction, that the Project funds are expended solely for the costs of the Project as set forth in the Act and upon the terms and provisions of this MOU.



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: JODY COMPTON
DATE: 03/13/2025
SUBJECT: EMERGENCY CERTIFICATION MEMO

Consideration to approve the Emergency Certification Memo as issued from the Mayor of the City of Brandon to purchase batteries from Radco Electronics in the amount of \$14,925.00 for the purchase of amphitheater emergency lighting inverter system; this also includes authorizing the Finance Director to make all necessary budget amendments.

ATTACHMENTS:

1. Memo_Amphitheater Emergency Lighting Inverter System_021925_MBL
2. EMERGENCY CERT MEMO
3. Quote 2_Radco Electronics-AMP
4. Quote 2_Critical Power Systems-AMP



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: BUTCH LEE, CITY MAYOR

BOARD AGENDA: MARCH 17, 2025
SUBJECT: AMPHITHEATER EMERGENCY LIGHTING INVERTER SYSTEM

Asking for your consideration to approve the quote from Radco Electronics to replace (30) eight-year-old batteries with new and test the inverter system for proper operation. Manufacture's recommendation is to replace these batteries every six to seven years.

We received an additional quote and recommend Radco Electronics as the lowest and best quote and authorize the mayor to execute all related documents and amend the budget accordingly.

- Radco Electronics - \$14,925.00 GL Code 004-500-636

Additional quote received from:

- Critical Power Systems, Inc. - \$16,790.63

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

ATTACHMENTS

- Radco Electronics Quote
- Critical Power Systems, Inc. Quote



Emergency Certification Memo

March 11, 2025

The Brandon Amphitheater is equipped with a Myers Emergency Power System Inverter that houses (30) batteries (BAT-CG12105H) which provides 90 to 120 minutes of emergency lighting for evacuation. Currently the system is in FAULT mode and will not support lighting any lights in an emergency situation.

According to Radco Electronics, the typical lead times for batteries, without shipping delays, are roughly two weeks ARO (after receipt of order).

The Amphitheater's capacity is 7 to 8 thousand people, and our first scheduled event is April 10th, 2025, and needs to be Fire and Safety Code compliant before the event.

Jody Compton



Mayor Butch Lee

Jody Compton | Facilities Manager
City of Brandon, MS

1000 MUNICIPAL DRIVE BRANDON, MS 39042
P:601-824-4580/C:601-383-4305 • brandonms.org



EMERGENCY CERTIFICATION RE: MCA SECTION 31-7-13(k) (1972, as amended)

I, Jody Compton, the Facilities Manager
for the City of Brandon, Mississippi, have determined that an emergency exists as described in
the memo attached hereto, with regard to the purchase of the commodities or repair contracts,
identified as follows:

Emergency, unforeseen, due to shipping delays of (30) emergency lighting inverter batteries
for the Brandon Amphitheater.

At the location/address Identified in the memo attached hereto, so that the delay incident to
giving opportunity for competitive bidding would be detrimental to the interest of the
governing authority, and I hereby approve the bill presented therefore for such emergency
commodities and/or contract services provided, and I do hereby certify that the purchase of
such commodities was made from

Radco Electronics (or with
from whom such as emergency repair contract was made), as reflected in the bill(s)/invoice(s)
attached hereto and request payment of the same accordingly.

So certified, this the 11 day of March, 20 25.

(Sign)

Jody Compton

(Print Name)

Facilities Manager

(Title)

(Note: At the board meeting next following the emergency purchase or repair contract,
documentation of the purchase or repair contract, including a description of the commodity
purchased, the price therefore and the nature of the emergency shall be presented to the
board and shall be placed on the minutes of the board of such governing authority.)

Radco Electronics

5900A Hauskins Ln
Westmoreland, TN 37186

MAINTENANCE/SERVICE/PARTS//SALES/RENTALS
EMERGENCY & DIMMING LIGHTING SYSTEMS
EMERGENCY COMPUTER POWER BACKUPS
SOUND REINFORCEMENT

PHONE: (615)644-3276
FAX: (866)740-3291
E-MAIL: RADCOTN@aol.com

March 3, 2025

Jody Compton
Brandon Ampitheater
Brandon, MS

Jody,

Following up on our conversation regarding the batteries in your emergency lighting inverter at the ampitheater. I am the authorized service center for these inverters. To comply with UL Listing and Fire & Safety Codes, the manufacturer recommends specific batteries (right now there are (3) versions available). My quote will be for the BAT-CG12105H. Quote as follows:

Your inverter:	IC3-012-HPCP	SR# 98546L1-1 (Mfg. 2017)	
(30) Batteries	\$ 415.00 ea.		\$ 12,450.00
Radco Electronics labor & travel			2,475.00
Project total			\$ 14,925.00

This includes: new batteries, freight, installation, full test/calibration of inverter, and proper disposal of old batteries (hazardous waste). As we discussed, I will have the batteries on my pickup. You will need to supply a "2nd person", they will help me move the batteries from the pickup to the inverter and move the old batteries from the inverter to my pickup. I will do all the wire terminations for the batteries. I will also be helping the 2nd person move batteries. The batteries weigh approx. 70 lbs. each and will have to be lifted several times.

Typical lead time for batteries is approx. (2) weeks ARO. The work will take approx. (4) hrs. Once the new batteries are installed, I will do a complete test and supply you with a copy of my field data for your records. If I find any problems with the electronics, I will be able to quote your cost of repair. This model of inverter is still being manufactured so parts are readily available if needed. Let me know if you have any questions.

Thank You,
George Campbell
Radco Electronics
Cell (615)655-2710

George A Campbell
3/3/2025



2043 Emily St.,
Tupelo, MS 38804
EIN: 20-8069851

Quotation

Date	Quote #
2/14/2025	1537

Name / Address
City of Brandon Attn: Jody Compton

Ship To

Terms	FOB	Project
Net 15		

Item	Description	Qty	Cost each	Total cost
Sales	Batteries for IC3-012-HPCP SR# 98546L1-1	30	466.875	14,006.25
Sales	Labor for delivery, installation of new batteries. Removal and disposable of old batteries	1	2,784.38	2,784.38
	Customer to supply one person to assist			
<i>Annetta Bannerman</i>				

Thank you for allowing us to provide you this quotation!

Subtotal \$16,790.63

Sales Tax (7.0%) \$0.00

Total \$16,790.63

Signature _____

Phone #
662-401-8831

E-mail	Web Site
demps@criticalpowersystemsinc.tech	www.criticalpowersystemsinc.tech



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM:
DATE: 03/13/2025
SUBJECT: CONSIDERATION TO ADOPT THE FOLLOWING RESOLUTIONS A

ATTACHMENTS:

1. Resolution of Intent to Apply
2. Resolution of Matching Funds

RECREATIONAL TRAILS PROGRAM
RESOLUTION OF INTENT TO APPLY

WHEREAS, the City of Brandon, Mississippi, and the Mississippi Department of Wildlife, Fisheries, and Parks have been partners for over 30 years; and

WHEREAS, the City of Brandon, Mississippi, recognizes that recreational development is a priority for our area; and

WHEREAS, the City of Brandon, Mississippi, desires assistance in upgrading recreational opportunities to improve the overall well-being of this area; and

WHEREAS, the City of Brandon, Mississippi, feels that this project is vital to the continued development of its area.

NOW THEREFORE, BE IT RESOLVED, that the Mayor and Board of Aldermen on behalf of the City of Brandon, Mississippi, is showing their intent to apply for Mississippi Department of Wildlife, Fisheries, and Parks Recreational Trails Program funds.

FURTHER, BE IT RESOLVED, that the Board of Aldermen designates that Mayor to act as a representative of the City in this matter and to execute all necessary forms and documents on behalf of the City.

Dated this the ____th day of _____, 2025.

City of Brandon, Mississippi

By: _____
Butch Lee, Mayor

Attest:

Mary Ann Hess, City Clerk

RECREATIONAL TRAILS PROGRAM
RESOLUTION OF MATCHING FUNDS

WHEREAS, the City of Brandon, Mississippi, has previously stated its intention to file an application to the Department of Wildlife Fisheries and Parks for funds from the Recreational Trails Program; and

WHEREAS, the City of Brandon, Mississippi, understands the need to maximize the limited Recreational Trails Programs funds available to the Department of Wildlife Fisheries and Parks; and

WHEREAS, the City of Brandon, Mississippi, feels that this project is important to the citizens of Brandon, Rankin County, and the Greater Jackson area.

NOW THEREFORE, BE IT RESOLVED BY THE CITY OF BRANDON, MISSISSIPPI THAT A MATCH OF THIRTY THOUSAND DOLLARS (\$30,000) WILL BE USED IN CONJUNCTION WITH THE DEPARTMENT OF WILDLIFE FISHERIES AND PARKS FUNDS.

Dated this the ____th day of _____, 2025.

City of Brandon, Mississippi

By: _____
Butch Lee, Mayor

Attest:

Mary Ann Hess, City Clerk



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: MARY ANN HESS
DATE: 03/12/2025
SUBJECT: PROFESSIONAL SERVICES AGREEMENTS

Consideration to approve professional services agreements for the purposes of promoting tourism in accordance with HB1521 (2023 MS Legislative Session) and other lawful and related purposes; authorize the Mayor to execute the same; and approve payment of all show-related expenditures:

Hank Williams, Jr. - LN Sell-off Agreement Brandon Amphitheater 2025

Rick Springfield - May 31, 2025 - Contract - Brandon Amphitheater - Brandon, MS, USA

ATTACHMENTS:

1. Hank Williams, Jr. - LN Sell-off Agreement Brandon Amphitheater 2025
2. RICK SPRINGFIELD - May 31 2025 - Contract - Brandon Amphitheater - Brandon, MS, USA



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: MARY ANN HESS
DATE: 03/12/2025
SUBJECT: PAYMENT - SAMPLE HICKS

Consideration to approve a payment in the amount of \$3,000 to Sample, Hicks & Associates for Labor Standards Consulting Services Contract. This contract is for the City's DWSIRLF project for the Cornerstone/Grants Ferry Parkway Waterline Extension Project.

ATTACHMENTS:

1. Sample, Hicks Invoice 031225

P. O. BOX 320278
FLOWOOD, MS 39232

Date	Invoice #
3/12/2025	0325-4

Bill To
CITY OF BRANDON P. O. BOX 1539 BRANDON, MS 39043-1539

P.O. No.	Terms	Project

[illegible]



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: MARY ANN HESS
DATE: 03/10/2025
SUBJECT: QUOTE - PRESSURE WASH AMPHITHEATER

Consideration to approve the lowest and best quote from All Pro Clean in the amount of \$22,358.00 to pressure wash all flat concrete surfaces within the amphitheater and all exterior CMU buildings and walls; authorize the Mayor to execute the same; and authorize the Finance Director to make all necessary budget amendments.

ATTACHMENTS:

1. Memo_Amphitheater Building and Concrete Cleaning_022425
2. Quote Scope-AMP
3. Quote2_AllProClean-AMP
4. Quote2_Rolling Suds-AMP



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: MARY ANN HESS, CITY CLERK
JODY COMPTON, FACILITIES MANAGER
BOARD AGENDA: MARCH 17, 2025
SUBJECT: AMPHITHEATER BUILDING AND CONCRETE CLEANING

Asking for your consideration to approve the quote from All Pro Clean to pressure wash all flat concrete surfaces within the amphitheater and all exterior CMU buildings and walls. Most metal beams and ceilings will be washed and all fixtures covered and protected. Selected exterior metal wall panels will be washed, but not all.

We received additional quotes and recommend All Pro Clean as the lowest and best quote and authorize the mayor to execute all related documents and amend the budget accordingly.

- All Pro Clean - \$22,358.00 GL Code 004-500-636

Additional quotes received from:

- Rolling Suds - \$32,499.00

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

ATTACHMENTS

- All Pro Clean Quote
- Rolling Suds Quote



REQUEST FOR QUOTE

Scope of work:

Labor, material, and equipment to pressure wash multiple areas inside and outside the amphitheater complex. This includes flat concrete, steps, building siding and ceilings.

Work includes pressure washing all the following areas:

- Main steps
- CBC steps
- Spot Light tower
- Ticket Office building
- Metal Detector building
- ADA ramps and faces
- Upper Seating Area (all flat concrete and sidewalks)
- CBC Patio area
- VIP Area (lower and upper level of sponsor box seats and steps)
- Stage Walls (top of metal beam down to stage floor. **DO NOT WASH STAGE DOOR MOTORS.**)
- Stage floor, front of stage and back stage flat concrete, and back stage ramp
- Gate 5 and 6 areas (walls, ceiling and flat concrete)
- Pit Area (all flat concrete and side walls)
- CMU block walls at both public restrooms (4 walls total) and left and right sides of the stage
- Meet and Greet areas behind Merchandise (flat concrete, walls, ceiling and gutter drain behind the building)
- Dining Room Deck (moss in front of deck to parking curbs, a/c pads behind deck. Wash out under the elevated deck area)
- Flat Concrete areas include: side of ticket office to main steps, all the area at the bottom of main steps, as well as the CBC steps, all walks between gate a and gate b, all walks between gate b and smoking area.

-Tape off every outlet, light fixture and electrical box that would allow water in the fixture.

-The amphitheater has a scissor lift you may use.

Please use the above information to submit your quote on company letterhead and let me know if you have any questions.

Thanks

Jody Compton



ESTIMATE #2674

SENT ON:

Feb 21, 2025

RECIPIENT:

City of Brandon

Amphitheater
Boyce Thompson Drive
Brandon, Mississippi 39042
Phone: 6013834305

103 Creekwood Drive
Flowood, Mississippi 39232

Phone: 601-206-0459
Email: jke43947@gmail.com

SERVICE ADDRESS:

Amphitheater
Boyce Thompson Drive
Brandon, Mississippi 39042

SENT ON:

Feb 21, 2025

Product/Service	Description	Qty.	Unit Price	Total
Exterior Cleaning	Scope of work Amphitheater Wash Clean various parts of the Brandon Amphitheater using a 24in surface cleaner, cleaning wand, Hot/Cold high-pressure water, commercial grade cleaning solution and surfactant as needed. Includes: • Main steps • CBC Steps • Spot light tower • Ticket office building • All blocking on light tower structure • Metal detector room/building • ADA ramps and faces • Upper seating area (all flat concrete and sidewalks) • All sidewalk on upper section • CBC patio area • VIP area (lower and upper level of sponsor box seats and steps) • Stage walls (top of metal beam down the stage floor. DO NOT WASH STAGE DOOR MOTORS. • Stage floor, front of stage and back state • All concrete in front of stage and back stage flat concrete and back state ramp • Gate 5 (walls, ceiling, concrete) • Gate 6 (walls, ceiling, concrete) • Top of metal beam and down on stage • Dining room deck (moss in front of deck to parking curbs, a/c pads behind deck. Wash out under elevated deck area) • Ramp behind stage • Block wall near bathrooms on both sides of stadium • CMU block walls at both public restrooms (4 walls total) and left and right sides of the state • Meet and greet area behind Merchandise (flat concrete, walls, ceiling and gutter drain behind the building) • Flat Concrete area's include side of ticket office to main steps, all the area at the bottom of main steps, as well at the CBC steps, all walks between gate A and gate B, all walks between gate B and smoking area. Tape off every outlet, light fixture and electrical box that would allow water in the fixture The amphitheater has a scissor lift you may use. Non-taxable	1	\$22,358.00	\$22,358.00*



ESTIMATE #2674

SENT ON:

Feb 21, 2025

Product Service	Description	Qty.	Unit Price	Total
Services	We will tape off every outlet, electrical box, or light fixture that would be of threat of getting wet. Use of a scissor lift is required. If not provided by the amphitheater, it will be an additional charge of \$450.00	1	\$0.00	\$0.00

* Non-taxable

Total **\$22,358.00**

THANK YOU FOR THE OPPORTUNITY TO SERVE YOU,
JAKE AND THE ALL PRO TEAM

Signature: 

Date: 3-10-25



ESTIMATE

Rolling Suds of Mississippi
114 N Layfair Dr
STE A, Flowood, MS 39232
rsmississippi@rollingsuds.com
(601) 759-8754

Estimate #	224-1
Date	Tue Feb 18, 2025
Total	\$32,499.00

Prepared For:

Jody Compton City of Brandon
1475 W Government St
Brandon, Mississippi 39042
(601) 383-4305
jcompton@brandonms.org

Service Location:

Jody Compton City of Brandon
8190 Rock Wy
Brandon, Mississippi 39042
(601) 383-4305
jcompton@brandonms.org

Description	QTY	Price	Amount
-------------	-----	-------	--------

* Price includes Bond Fees

Amphitheater Wash

1

\$32,499.00

\$32,499.00

Clean various parts of the Brandon Amphitheater using a 36" surface cleaner, cleaning wand, Hot/Cold high pressure water, commercial grade cleaning solution, and surfactant as needed.

Includes:

- Main steps
- CBC steps
- All blocking on light tower structure
- Metal detector room
- 3 ADA ramps and "faces"
- All sidewalk on upper section
- CBC patio area
- VIP area
- All concrete in front of stage
- All concrete on stage
- Gate 6 (walls, ceiling, concrete)
- Top of metal beam and down on stage
- Dining room deck
- Ramp behind stage
- Gate 5 (walls, ceiling, concrete)
- Block wall near bathrooms on both sides of stadium
- CMU Wall
- Meet and greet area (concrete, walls, ceiling, drain)

** Rolling Suds will wrap and tape all electrical lights, outlets before wash is performed.

** RS will require the use of an onsite lift. If there is no access to the one on site, one will need to be rented and the charge will be applied to the final invoice.

** Deeply set stains may remain or be highlighted after concrete is cleaned. In these cases, deeply set stain removal is not guaranteed. Efflorescence removal is not guaranteed. Additional spot treatment may be needed for aged staining and may be an additional charge.

** Cost of bonds needed for power washing job have been added to this price.

Sub total \$32,499.00

Total \$32,499.00

TERMS, CONDITIONS, DISCLAIMERS, AND EXPECTATIONS

This is an estimate on the named services provided by RS Mississippi, LLC dba Rolling Suds of Jackson (henceforth known as "The Company", subject to the conditions noted below. By accepting this estimate The Client fully understands what has been reviewed and expectations set along with all other documentation that is presented below:

The Company is NOT responsible for any leaks due to faulty seals on doors and/or windows nor any pre-existing damages. Please disclose any known areas prior to commencement of work. We assume no liability

for these conditions. The Company is fully insured.

1. **BINDING AGREEMENT:** By accepting this estimate with Rolling Suds of Jackson you are accepting a legally binding contract for work to be completed at an agreed upon price. In the event that you break this contract, any and all deposits made to Rolling Suds of Jackson shall be surrendered as damages.
2. **CONSENT:** The client understands that Rolling Suds of Jackson will be taking photos of the project before and after treatment. These photos may be used for marketing purposes and this agreement serves as consent.
3. **WARRANTY:** All warranties are limited to those offered by the manufactures of the products being used. RS Mississippi, LLC makes no additional warranties.
4. **WATER USAGE:** By accepting this estimate, you agree to provide The Company the right to use an on-site water supply as needed to complete the stated project without regard for compensation. If water is not available on site, extra trip charges may be applied for water retrieval.
5. **CLIENT RESPONSIBILITY:** It is the responsibility of the property owner/manager to keep animals, pets, and people away from the work area. In addition, the client must also ensure no personal items or vehicles are within the dedicated work area. Power washing and Soft washing may have overspray that is outside of the dedicated wash area. RS Mississippi, LLC dba Rolling Suds of Jackson is considered to be held harmless for any causes from over spray including but not limited to: discoloration of material or substrate, damage to vehicles, RVs, boats, or other outdoor equipment, and damage to plant or vegetation.
6. **FOR COMMERCIAL PROJECTS:** It is the responsibility of the owner/manager to notify all tenants/occupants of the work dates and to schedule alternate foot traffic routes during those dates as needed.
7. **PERSONAL ITEMS:** Removal of all items such as patio furniture, yard art, grills, etc. are the responsibility of the property owner. If these a items need to be removed by The Company, we are not responsible for storage or breakage issues. If extensive labor is needed to remove these items by The Company, we may elect to cancel the project for the day and add on a trip charge, or we may increase labor for the project invoice.
8. **HOLD HARMLESS AND DISCLAIMERS:** The Client understands that Power, Pressure , of Soft washing may reveal underlying or already present issues or improper installation or rot/weathering with building components (siding, lights, windows, concrete, brick, wood, paint, gutters, etc.). The client also understands that some surface discoloration or stains are the cause of weathering and may not clean back to the original condition or the staining material may have damaged deeper in to the substrate and washing may reveal a discoloration that was not noted before. Rolling Suds of Jackson will not be responsible for these conditions. We do our best to point these out on the front end, however there may be unknown areas prior to washing. In any event, Rolling Suds' **maximum liability** shall not exceed the total amount paid for the service provided. This limitation applies to all claims regardless of their basis.
9. RS Mississippi, LLC uses a blend of Sodium Hypochlorite for most washes. Some paints contain dyes (organic or otherwise) that react to this solution. RS Mississippi, LLC is not responsible for these reactions and will not know which paints will react or not. The Company will perform a test area on all washes prior to fully washing, however a small test area is not indicative or total reaction for the project.
10. **EXPECTATIONS:** The Company expects your property to be in working repair and water tight. Included in this expectation is light fixtures, doors, windows, electrical outlets, and receptacles. The Client understands and agrees that improperly installed or maintained areas may result in water infiltration. RS Mississippi, LLC is not responsible for damage as a result of water infiltration to any areas of the home.
11. **100% SATISFACTION GUARANTEE and MULTI-TREATMENT** is extened and applies to all projects if reported within 48 hrs of service completion. However, certain areas may require multiple treatments. The client understands that some stains may require multiple treatments, especially in areas with heavy dirt, debris, fungi, staining, or grease. The Client also understands that some treatments may take up to 10 days to see the final and best result based on the type of professional chemicals we use. Unless otherwise stated in your line items above, multiple treatments are not included and would result in a separate project price.
12. **PRESERVATION:** To help mitigate water intrusion, The Company does use painters tape and plastic coverings around suspect outlets, lights, receptacles, and electrical services. When the tape is removed, it can pull damaged or poorly adhered paint with it. The Company is not responsible for these

damages and makes not claim to repair.

13. WARRANTY No warranties are provided for compromised surfaces. Results vary by property condition.

14. PAYMENTS AND DUE DATES: Unless otherwise stated, payment is due upon completion. Late fees of 1.5% will be assessed after 10 days and every 5 days thereafter until paid.

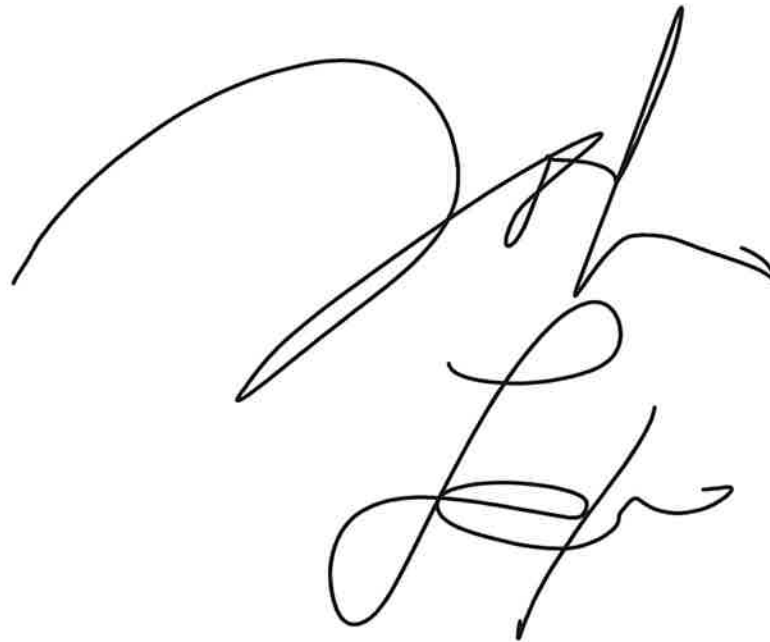
15. ~~DEPOSIT REQUIREMENTS: RESIDENTIAL: Projects of \$1,000 require a 30% deposit to be scheduled. Projects over \$3,000 require a 50% deposit. All remaining balances due upon completion.~~

~~COMMERCIAL: Projects 1 week or less require a 50% deposit to get started with the remainder due upon completion. Multi week projects require a 50% deposit up front, 25% at the halfway point, and the remainder upon completion.~~

16. AGREEMENT Using Rolling Suds services constitutes acceptance of these terms.

Notes:

We Look Forward To Serving You!

A large, stylized handwritten signature in black ink, consisting of several loops and a long horizontal stroke.



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: MARY ANN HESS
DATE: 03/04/2025
SUBJECT: CONSIDERATION TO ACCEPT THE LOWEST AND BEST QUOTE

Consideration to approve a contract with Weed Warriors LLC in the amount of \$11,475.00 to treat approximately 765 crepe myrtle trees for bark scale throughout the city; authorize the Mayor to execute the same; and allow the Finance Director to make all necessary budget amendments.

ATTACHMENTS:

1. Memo_COB Annual Tree Infestation Prevention_021925
2. Quote 2_Weed Warriors-City Hall
3. Quote 2_Simmons Turf Services-City Hall



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: MARY ANN HESS, CITY CLERK
JODY COMPTON, FACILITIES MANAGER
BOARD AGENDA: MARCH 17, 2025
SUBJECT: ANNUAL BARK SCALE TREE INFESTATION PREVENTION

Asking for your consideration to approve Weed Warriors LLC to treat approximately 765 crape myrtle trees for bark scale throughout the city.

We received an additional quote and recommend Weed Warriors LLC as the lowest and best quote and authorize the mayor to execute all related documents and amend the budget accordingly.

- Weed Warriors - \$11,475.00 GL Code 001-092-600

Additional quote received from:

- Simmons Turf Services - \$13,462.60

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

ATTACHMENTS

- Weed Warriors Quote
- Simmons Turf Services Quote



Greetings City of Brandon,

Thank you for choosing Weed Warriors LLC!

Scope of services to be: Apply proper tree insecticide through soil injection or soil drench methods once in early spring to prevent pest infestation and promote healthy growth of trees.

2025 Preventative Crape Myrtle Bark Scale Treatment - \$11,475.00

Total number of trees to be treated - 765

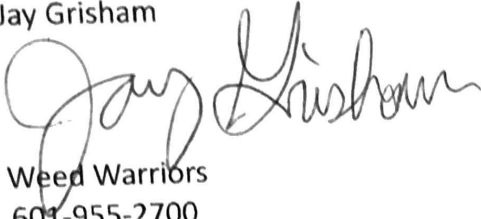
Treatment Locations:

- Brandon Hwy 80 Median - 171 trees
West to East: Beginning at Park Place Dr (Park Place Baptist Church) to Paige McDill Rd (Rankin Co Co Op) Plus the hill above the Frontage Rd (Sonic/Cafe Azteca).
- Brandon Crossgates Blvd - 100 trees
North to South: Beginning at the intersection of Crossgates Blvd and Old Brandon Rd down Hwy 18 passed Home Depot
- Brandon Amphitheater - 25 trees
- Brandon City Hall - 26 trees
- Brandon Memorial Gardens - 110 trees
- Old Brandon Cemetery - 185 trees

- Quarry Park - 29 trees
- Shiloh Park - 119 trees

Please let us know if you have ANY questions.

Jay Grisham

A handwritten signature in black ink, appearing to read "Jay Grisham". The signature is fluid and cursive, with the first name "Jay" being more prominent than the last name "Grisham".

Weed Warriors

601-955-2700

WeedWarriorsJackson.com



SPRAY - FERTILIZE - AERATE - TOPDRESS - SOD
P.O BOX 1635 RIDGELAND, MS 39158

CONTACT: FRANKLIN SIMMONS
PHONE: 601-941-1371
EMAIL: LAWN@SIMMONSTURF.COM
MAIL: P.O. BOX 1635 RIDGELAND, MS 39158

JODY COMPTON
1000 MUNICIPAL DRIVE
BRANDON, MS 39042

Date: 20-Feb-25

**TREE INSECTICIDE INJECTION
ESTIMATE
CLIENT COPY**

INVOICE AMOUNT		APPLICATION
NUMBER OF TREES	765 TREES	\$ 13,462.60
COST PER TREE	\$ 17.60	
TOTAL COST OF JOB:		\$ 13,462.60

**TREE INSECTICIDE TREATMENT
SCOPE OF SERVICES**

APPLICATION:

Apply proper tree insecticide through soil injection/soil drench methods once in the early spring to prevent pest infestation and ensure a healthy growing tree.

ESTIMATION STATEMENT:

This price is based on a per application basis. The price above only covers the services provided within the written scope of services listed above. Any additional services wanted by the client can and will be added to the service price if necessary.

TERMS OF PAYMENT

All payments shall be made within thirty (60) days or additional charges may be applied.

NOTICE TO THE CLIENT

The client shall furnish to us, without charge, a sufficient quantity and flow of water and sufficient electrical service if needed while on site to carry out the completion of services.

CLIENT - CONTRACTOR AGREEMENT:

By signing below each party has agreed to the services and price listed above as a binding contractual agreement between both parties.

CLIENT'S AGREEMENT:

CONTRACTOR'S AGREEMENT:

Date:

Date:

2/20/2025

CLIENT COPY



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: MARY ANN HESS
DATE: 03/07/2025
SUBJECT: CONSIDERATION TO ENTER INTO AN AGREEMENT WITH THE

Consideration to enter into an agreement with the Entergy MS Small Business Solutions Program at Brandon Fire Station #3 Kennedy Farm; accept the lowest and best quote from Efficient Power & Light (EPL); authorize the Mayor to execute all necessary documents; and authorize the Finance Director to make all necessary budget amendments.

ATTACHMENTS:

1. Memo_Entergy MS Small Business Program-Station 3_031725
2. Quote_EPL-Station 3
3. Participation Agreement-fire station 3
4. Customer-fire station 3



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: MARY ANN HESS, CITY CLERK
JODY COMPTON, FACILITIES MANAGER
BOARD AGENDA: MARCH 17, 2025
SUBJECT: ENTERGY MS SMALL BUSINESS SOLUTIONS PROGRAM

Asking for your consideration to enter into the referenced energy program and authorize the mayor to execute all necessary documents. The program allows qualifying small businesses to replace their existing lighting with new energy saving LED lights and pay only 20 percent of the replacement cost, while the program pays the other 80 percent.

Asking for your consideration to approve the quote from Efficient Power & Light (EPL) to renovate the listed building's lighting with new energy saving LED lights and authorize the mayor to execute all necessary documents and amend the budget accordingly.

- Brandon Fire Station #3 Kennedy Farm - \$1,526.80 GL Code 001-161-636

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

ATTACHMENTS

- Efficient Power & Light (EPL) Quotes



Efficient Power & Light

105 Avalon Ct
Brandon, MS 39047
(601) 360-8720
www.efficientpl.com
sales@efficientpl.com

Estimate 1377

SENT

City Of Brandon
(601) 383-4305
Billing address:
1455 West Government Street
Brandon, Mississippi 39043

Job Title: ICF97192247 / Brandon Fire Station 3
Job Location: 147 Kennedy Farm Parkway
Job Location Address: 147 Kennedy Farm Parkway Brandon, Mississippi 39042

Date: Mar 6, 2025
Expiration Date: Apr 5, 2025
Status: Sent

Item	Quantity	Taxed	Amount
HYA-MWP-962-3W3CCT - 15/20/25W Mini Wall Pack	2	No	\$0.00
LED Mini Wall Pack			
HYA-MWP-962-3W3CCT			
Price Includes Labor to Install			
HYA-PB2-2X4-72W-H- TWCCT - 20/25/30/35/40W 2x4 Flat Panel	24	No	\$0.00
20/25/30/35/40W 2x4 Flat Panel			
HYA-PB2-2X4-72W-H-TWCCT			
Price Includes Labor To Install			
HY-BFDL-R6-12W-5CCT - 12W 6in Round Downlight	19	No	\$0.00
LED Canless Recessed Ultra Slim Downlights Round			
HY-BFDL-R6-12W-5CCT			
Price Includes Labor to Install			
HY-UFO-150W- 110-H-3W3CCT - 100/120/150W Highbay	8	No	\$0.00
LED UFO Highbay Watt and CCT Selectable			
HY-UFO-150W-110-H-3W3CCT			
Price Includes Labor to Install			
20-25-30-35-40W 4ft Strip	5	No	\$0.00

Item	Quantity	Taxed	Amount
20-25-30-35-40W 4ft LED Linear Strip LS8060X-4FT-H-5WCCT Price Includes Labor to Install			
Total	1	No	\$1,526.80
Program Incentive: \$6,107.20 to by paid by Entergy on your behalf			
Customer Share: \$1,526.80			

Thank you for your business!

Subtotal	\$1,526.80
Total	\$1,526.80



Participation Agreement Small Business Solutions

Customer Information

Company Name:	CITY OF BRANDON	Mailing Address:	PO Box 1539 Brandon, MS 39043
Company Address:	147 KENNEDY FARM PKWY, BRANDON MS 39042		
Contact Name:	jody Compton	Account #:	000127027241
Contact Title:		Contact Email:	jcompton@brandonms.org
Contact Phone:	601-825-5021	Customer Type:	Not for Profit
Primary Use:	Public Order and Safety	Met With:	Teryn DeLong

Project Information

Total Cost:	\$7,634.00	Program Contribution:	\$6,107.20	Customer Contribution:	\$1,526.80
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Customer Acknowledgement

By signing below, I hereby certify that all statements made on this application are correct to the best of my knowledge and that I have read and agree to the Terms and Conditions.

Customer Name:

Customer Title:

Customer Signature:

Date:

Terms & Conditions

The Entergy Mississippi, LLC., Small Business Solutions (SBS) Program service includes a lighting assessment and possible installation of energy-saving measures at the time of the site visit by ICF Resources, LLC ("ICF") a an Entergy Mississippi Entergy Solutions for Business program representative. Small Business owners who participate in the program will receive an onsite lighting assessment detailing lighting upgrades to achieve energy savings. A Customer Report that includes a detailed proposal showing total project cost, program contribution to the cost (up to 80%) and customer contribution will be generated and provided to small business customers. Small business customers are responsible for 100% of the cost of any measures, equipment, or additional installation costs not covered by the SBS program. Payment terms for the customer contribution portion of the project is to be agreed upon directly between the Small Business owner and the Small Business Trade Ally. These terms and conditions govern participation in the Entergy Mississippi SBS Program by the undersigned Small Business owner or manager.

Customer Report: The SBS Customer Report will provide the Small Business owner with a compiled review of potential lighting energy savings measures throughout the property, and recommendations related to the energy efficiency programs available. Entergy Mississippi will not be responsible for lost documentation pertaining to the delivery.

Eligibility: Funds are limited and services are available in select geographic areas on a first come, first served basis. The SBS program is valid for non-residential facilities using ≤ 100 kW during nonpeak periods located in Entergy Mississippi's service area. Entergy Mississippi will maintain a list of eligible customers that qualify through their Customer Information System.

Approval and Verification: Entergy Mississippi reserves the right to verify the delivery of services and to have reasonable access to the participant's business to inspect the energy efficiency measures installed under this program.

Tax Liability: The Small Business owner is responsible for declaring and paying any and all applicable federal, state, and local taxes associated to the entire project costs. Entergy Mississippi will not be responsible for any tax liability that may be imposed on the customer as a result of the delivery of direct installation measures or program incentives. Please contact your tax professional for more information.

Evaluation Follow-up Visits: With advance notice, Entergy Mississippi reserves the right to schedule follow-up visits to Customer facilities during the 36 months following the actual completion of the project to provide Entergy Mississippi with an opportunity to review the operation of the ECMs for program evaluation purposes.

Information Release: The Small Business owner agrees that Entergy Mississippi may include the Small Business owner's name, Entergy Mississippi services and resulting energy savings in reports or other documentation submitted by the program implementer on Entergy Mississippi's behalf and/or the Mississippi Public Service Commission. Entergy Mississippi will treat all other information gathered in evaluations as confidential.

Limitation of Liability: Entergy Mississippi's sole liability is limited to paying the properly qualified incentives specified herein. Neither Entergy Mississippi nor ICF is liable to the Customer or any other party for any damages whatsoever including but not limited to indirect, consequential or incidental damages connected with or resulting from participation in the SBS Program.

No Warranties: Neither Entergy Mississippi nor ICF warrants the proper completion of work or performance of installed products, expressly or implicitly. Neither Entergy Mississippi nor ICF endorses, guarantees or warrants any particular manufacturer or product and neither Entergy Mississippi nor ICF provides any warranties, express or implied, for any products or services. Neither Entergy Mississippi nor ICF makes any warranties of any kind, whether statutory, expressed or implied, including without limitations, warranties of merchantability or fitness for a particular purpose regarding and specific lighting equipment. The Customer's reliance on warranties is limited to any warranties that may arise from, or be provided by the lighting manufacturer, contractors, vendors, etc. Neither Entergy Mississippi nor ICF makes any guarantee of energy - saving results by receiving measure installation. The customer acknowledges that neither Entergy Mississippi nor ICF is responsible for assuring the design, engineering or installation of the energy conservation measures is proper or complies with any particular laws (including patent laws), codes or industry standards.

Property Rights: The manager represents that he/she has the right to arrange for the completion and/or installation of the energy efficiency measures on the property on which those measures are completed and/or installed.

Right to Refuse: The Entergy Mississippi contractor has the right to refuse service or end the delivery when confronted by a customer acting inappropriately or when facing an unsafe situation. "Inappropriate" includes but is not limited to the following: unreasonable demands for service, personally threatening or offensive language, threatening or erratic behavior and personal contact. Authorized contractor reserves the right to exclude any premises, or vicinity therein, deemed potentially unsafe or harmful.

Use of Email Address: Entergy Mississippi or Entergy Mississippi's program implementer may contact participants via email in connection with the SBS Program.

Authorization: Program Changes, Suspension or Cancellation: Entergy Mississippi may change the program requirements, incentives or terms and conditions, including suspending acceptance of applications or terminating the program, at any time without notice.

Miscellaneous: These terms and conditions constitute the agreement between the parties and supersede all other communications and representation. By executing an enrollment form, the customer agrees to be bound by these terms and conditions.

For Official Use Only

Audit #: ICF97192247

Work Order #: Brandon fire station 3

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Authorized by the Mississippi Public Service Commission.

Proposal Report for CITY OF BRANDON

147 KENNEDY FARM PKWY, BRANDON MS 39042

Report Date: 03/03/2025 05:04 PM

 Project Summary

Audit / Proposal:	ICF97192247 / Brandon fire station 3	Account #:	000127027241
Contact Name:	jody Compton	Auditor Name:	Teryn DeLong
Contact Phone:	601-825-5021	Audit Date:	2/26/2025

 Audit Summary**Estimated Wattage Savings**Savings: **6,087 Watts****Estimated kWh Savings**Savings: **52,914 kWh****Estimated Annual \$ Savings**Savings: **\$4,735.80****Estimated Job Costs**Total: **\$7,634.00**Program Incentive: **\$6,107.20**Customer Share: **\$1,526.80****Estimated Financials**Simple Payback (years): **0.32**Savings to Investment Ratio (SIR): **31.02**

This proposal is valid for 60 days from the audit date and may be withdrawn if it is not executed within this period.

** Applicable taxes not included*



Detailed Energy Savings



Lighting

Line	Location	Existing Description	Qty	Watts	Hrs/Wk	KWH	Proposed Description	Qty	Watts	Hrs/Wk	KWH	Savings
1	Front	Inc 60W 1I0060	2	60	84	524	Exterior LED 30W Wall Mount, Photocell	2	30	84	262	262
2	Front	4L 32W T8, elec normal bf 4F32T8NBF	24	112	168	23,482	LED 4ft Fixture 30W 4LED30FX, 4ft Flat Panel	24	30	168	6,290	17,192
3	Front	Inc 100W 1I0100	19	100	168	16,598	LED Downlight 16W, 6in Recess Downlight	19	16	168	2,656	13,943
4	Trucks	6L 54W T5 HO, elec normal bf 6F54T5NBF	8	366	168	25,579	LED Hi-Bay 100W 1LED100HB, Hi-Bay	8	100	168	6,989	18,590
5	Bay	2L 40W T12, std mag ballast 2F48T12STM40	5	102	168	4,455	LED 4ft Fixture 35W 4LED35FX, Strip	5	35	168	1,529	2,927
Totals				8,146		70,638			2,059		17,726	52,914



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: MARY ANN HESS
DATE: 03/10/2025
SUBJECT: CONSIDERATION TO ENTER INTO AN AGREEMENT WITH THE

Consideration to enter into an agreement with the Entergy MS Small Business Solutions Program at Brandon Police Department; accept the lowest and best quote from Efficient Power & Light (EPL); authorize the Mayor to execute all necessary documents; and authorize the Finance Director to make all necessary budget amendments.

ATTACHMENTS:

1. Memo_Entergy MS Small Business Solutions Program_031725
2. Participation Agreement-police 2 ICF93119634
3. Customer-police 2 ICF93119634
4. Quote_EPandL-Police Lighting



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: MARY ANN HESS, CITY CLERK
JODY COMPTON, FACILITIES MANAGER
BOARD AGENDA: MARCH 17, 2025
SUBJECT: ENTERGY MS SMALL BUSINESS SOLUTIONS PROGRAM

Asking for your consideration to enter into the referenced energy program and authorize the mayor to execute all necessary documents. The program allows qualifying small businesses to replace their existing lighting with new energy saving LED lights and pay only 20 percent of the replacement cost, while the program pays the other 80 percent.

Asking for your consideration to approve the quote from Efficient Power & Light (EPL) to renovate the listed building's lighting with new energy saving LED lights and authorize the mayor to execute all necessary documents and amend the budget accordingly.

- Brandon Police Department - \$2,519.00 GL Code 001-161-636

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

ATTACHMENTS

- Efficient Power & Light (EPL) Quotes



Participation Agreement Small Business Solutions

Customer Information

Company Name:	CITY OF BRANDON	Mailing Address:	PO Box 1539 Brandon, MS 39043
Company Address:	1455 W GOVERNMENT POLICE DPT, BRANDON MS 39043		
Contact Name:	Jody Compton	Account #:	000015238116
Contact Title:		Contact Email:	jcompton@brandonms.org
Contact Phone:	601-825-5021	Customer Type:	Not for Profit
Primary Use:	Public Order and Safety	Met With:	Teryn DeLong

Project Information

Total Cost:	\$12,595.00	Program Contribution:	\$10,076.00	Customer Contribution:	\$2,519.00
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Customer Acknowledgement

By signing below, I hereby certify that all statements made on this application are correct to the best of my knowledge and that I have read and agree to the Terms and Conditions.

Customer Name:

Customer Title:

Customer Signature:

Date:

Terms & Conditions

The Entergy Mississippi, LLC., Small Business Solutions (SBS) Program service includes a lighting assessment and possible installation of energy-saving measures at the time of the site visit by ICF Resources, LLC ("ICF") a an Entergy Mississippi Entergy Solutions for Business program representative. Small Business owners who participate in the program will receive an onsite lighting assessment detailing lighting upgrades to achieve energy savings. A Customer Report that includes a detailed proposal showing total project cost, program contribution to the cost (up to 80%) and customer contribution will be generated and provided to small business customers. Small business customers are responsible for 100% of the cost of any measures, equipment, or additional installation costs not covered by the SBS program. Payment terms for the customer contribution portion of the project is to be agreed upon directly between the Small Business owner and the Small Business Trade Ally. These terms and conditions govern participation in the Entergy Mississippi SBS Program by the undersigned Small Business owner or manager.

Customer Report: The SBS Customer Report will provide the Small Business owner with a compiled review of potential lighting energy savings measures throughout the property, and recommendations related to the energy efficiency programs available. Entergy Mississippi will not be responsible for lost documentation pertaining to the delivery.

Eligibility: Funds are limited and services are available in select geographic areas on a first come, first served basis. The SBS program is valid for non-residential facilities using ≤ 100 kW during nonpeak periods located in Entergy Mississippi's service area. Entergy Mississippi will maintain a list of eligible customers that qualify through their Customer Information System.

Approval and Verification: Entergy Mississippi reserves the right to verify the delivery of services and to have reasonable access to the participant's business to inspect the energy efficiency measures installed under this program.

Tax Liability: The Small Business owner is responsible for declaring and paying any and all applicable federal, state, and local taxes associated to the entire project costs. Entergy Mississippi will not be responsible for any tax liability that may be imposed on the customer as a result of the delivery of direct installation measures or program incentives. Please contact your tax professional for more information.

Evaluation Follow-up Visits: With advance notice, Entergy Mississippi reserves the right to schedule follow-up visits to Customer facilities during the 36 months following the actual completion of the project to provide Entergy Mississippi with an opportunity to review the operation of the ECMs for program evaluation purposes.

Information Release: The Small Business owner agrees that Entergy Mississippi may include the Small Business owner's name, Entergy Mississippi services and resulting energy savings in reports or other documentation submitted by the program implementer on Entergy Mississippi's behalf and/or the Mississippi Public Service Commission. Entergy Mississippi will treat all other information gathered in evaluations as confidential.

Limitation of Liability: Entergy Mississippi's sole liability is limited to paying the properly qualified incentives specified herein. Neither Entergy Mississippi nor ICF is liable to the Customer or any other party for any damages whatsoever including but not limited to indirect, consequential or incidental damages connected with or resulting from participation in the SBS Program.

No Warranties: Neither Entergy Mississippi nor ICF warrants the proper completion of work or performance of installed products, expressly or implicitly. Neither Entergy Mississippi nor ICF endorses, guarantees or warrants any particular manufacturer or product and neither Entergy Mississippi nor ICF provides any warranties, express or implied, for any products or services. Neither Entergy Mississippi nor ICF makes any warranties of any kind, whether statutory, expressed or implied, including without limitations, warranties of merchantability or fitness for a particular purpose regarding and specific lighting equipment. The Customer's reliance on warranties is limited to any warranties that may arise from, or be provided by the lighting manufacturer, contractors, vendors, etc. Neither Entergy Mississippi nor ICF makes any guarantee of energy - saving results by receiving measure installation. The customer acknowledges that neither Entergy Mississippi nor ICF is responsible for assuring the design, engineering or installation of the energy conservation measures is proper or complies with any particular laws (including patent laws), codes or industry standards.

Property Rights: The manager represents that he/she has the right to arrange for the completion and/or installation of the energy efficiency measures on the property on which those measures are completed and/or installed.

Right to Refuse: The Entergy Mississippi contractor has the right to refuse service or end the delivery when confronted by a customer acting inappropriately or when facing an unsafe situation. "Inappropriate" includes but is not limited to the following: unreasonable demands for service, personally threatening or offensive language, threatening or erratic behavior and personal contact. Authorized contractor reserves the right to exclude any premises, or vicinity therein, deemed potentially unsafe or harmful.

Use of Email Address: Entergy Mississippi or Entergy Mississippi's program implementer may contact participants via email in connection with the SBS Program.

Authorization: Program Changes, Suspension or Cancellation: Entergy Mississippi may change the program requirements, incentives or terms and conditions, including suspending acceptance of applications or terminating the program, at any time without notice.

Miscellaneous: These terms and conditions constitute the agreement between the parties and supersede all other communications and representation. By executing an enrollment form, the customer agrees to be bound by these terms and conditions.

For Official Use Only

Audit #: ICF93119634

Work Order #: Brandon police 2

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Authorized by the Mississippi Public Service Commission.

Proposal Report for CITY OF BRANDON

1455 W GOVERNMENT POLICE DPT, BRANDON MS 39043

Report Date: 01/31/2025 09:35 PM

 Project Summary

Audit / Proposal:	ICF93119634 / Brandon police 2	Account #:	000015238116
Contact Name:	Jody Compton	Auditor Name:	Teryn DeLong
Contact Phone:	601-825-5021	Audit Date:	1/31/2025

 Audit Summary**Estimated Wattage Savings**Savings: **7,081 Watts****Estimated kWh Savings**Savings: **23,702 kWh****Estimated Annual \$ Savings**Savings: **\$2,121.33****Estimated Job Costs**Total: **\$12,595.00**Program Incentive: **\$10,076.00**Customer Share: **\$2,519.00****Estimated Financials**Simple Payback (years): **1.19**Savings to Investment Ratio (SIR): **8.42**

This proposal is valid for 60 days from the audit date and may be withdrawn if it is not executed within this period.

** Applicable taxes not included*



Detailed Energy Savings



Lighting

Line	Location	Existing Description	Qty	Watts	Hrs/Wk	KWH	Proposed Description	Qty	Watts	Hrs/Wk	KWH	Savings
1	Lobby cans 10 in	Hard wired CFL 2L 42W Elec Ballast 2C0042E	27	100	40	5,616	LED Downlight 30W, 8in Recess Downlight	27	30	40	1,685	3,931
2	Office restroom 150	2L 32W U-Tube T8, elec normal bf 2F32T8UNBF	2	60	40	250	LED 2ft Fixture 30W 2LED30FX, 2ft Flat Panel	2	30	40	125	125
3	Janitor	2L 32W T8, elec normal bf 2F32T8NBF	1	60	40	125	LED 4ft Fixture 35W 4LED35FX, Strip	1	35	40	73	52
4	Cell and court holding	2L 40W T12, std mag ballast 2F48T12STM40	6	102	40	1,273	2L 15W TLED-T8, Type B 2F15TLEDT8TB, 4ft RL/RW	6	30	40	374	899
5	108 storage room	4L 32W T8, elec normal bf 4F32T8NBF	2	112	40	466	LED 4ft Fixture 30W 4LED30FX, 4ft Flat Panel	2	30	40	125	341
6	Conference room west and east	Inc 65W 1I0065	12	65	40	1,622	LED Downlight 16W, 6in Recess Downlight	12	16	40	399	1,223
7	Parking lot	Metal Halide 400W 1MH0400S	9	455	84	17,887	Exterior LED 100W Pole Mount, Photocell	9	100	84	3,931	13,956
8	Side door	Hard wired CFL 3L 42W Elec Ballast 3C0042E	3	141	84	1,848	Exterior LED 50W Canopy 1LED050C	1	50	84	218	1,629
9	Storage outside	2L 40W T12, std mag ballast 2F40T12STM	6	94	84	2,464	LED 4ft Fixture 35W 4LED35FX, Strip	6	35	84	917	1,546
Totals				9,578		31,551			2,497		7,847	23,702



Efficient Power & Light

105 Avalon Ct
Brandon, MS 39047
(601) 360-8720
www.efficientpl.com
sales@efficientpl.com

Estimate 1380

SENT

City Of Brandon
(601) 383-4305
Billing address:
1455 West Government Street
Brandon, Mississippi 39043

Job Title: ICF93119634 / Brandon
Police Department 2
Job Location: Police Department
Job Location Address: 1455 West
Government Street Brandon,
Mississippi 39043

Date: Mar 10, 2025
Expiration Date: Apr 9, 2025
Status: Sent

Item	Quantity	Taxed	Amount
HY-BFDL- R8-18W- 5CCT - 18W 8in Round Downlight LED Canless Recessed Ultra Slim Downlights Round HY-BFDL-R8-18W-5CCT Price Includes labor to install	27	No	\$0.00
20/25/30/35/40W 2x2 Flat Panel 20/25/30/35/40W 2x2 LED Panel Backlit HYA-PB2-2X2-40W-H-TWCCT Price Includes Labor to Install	2	No	\$0.00
20-25-30-35-40W 4ft Strip 20-25-30-35-40W 4ft LED Linear Strip LS8060X-4FT-H-5WCCT Price Includes Labor to Install	7	No	\$0.00
L13T8BY5041K - 13.5W TLED-T8 4ft 13.5W TLED-T8, Type B 4ft RL/RW L13T8BY5041K Price Includes Labor to Install	12	No	\$0.00
HYA-PB2-2X4-72W-H- TWCCT - 20/25/30/35/40W 2x4 Flat Panel	2	No	\$0.00

Item	Quantity	Taxed	Amount
20/25/30/35/40W 2x4 Flat Panel HYA-PB2-2X4-72W-H-TWCCT Price Includes Labor To Install			
HY-BFDL-R6-12W-5CCT - 12W 6in Round Downlight LED Canless Recessed Ultra Slim Downlights Round HY-BFDL-R6-12W-5CCT Price Includes Labor to Install	12	No	\$0.00
HYA-AL02-150W-H3-50K-TW - 70/100/150W Flood Light LED Area/Shoebox Light HYA-AL02-150W-H3-50K-TW Price Includes Labor to Install	9	No	\$0.00
HYA-GC-70W/60W/40W-CCT - 40/60/70W Canopy Exterior LED Canopy HYA-GC-70W/60W/40W-CCT Price Includes Labor to Install	1	No	\$0.00
Total Total for entire job is \$12,595 Program Incentive: 10,076 **Entergy will pay this portion on your behalf upon completion Customer Share: \$2,519	1	No	\$2,519.00

Thank you for your business!

Subtotal	\$2,519.00
Total	\$2,519.00



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM:
DATE: 03/14/2025
SUBJECT: CONSIDERATION TO APPROVE A RENEWAL OF THE MUNICODE

ATTACHMENTS:

1. Brandon Mississippi Supplement Subscription SOW II

**CivicPlus**

302 South 4th St. Suite 500
Manhattan, KS 66502
US

Quote #:**Date:****Customer:**

Q-72836-1

4/16/2024 8:05 AM

BRANDON CITY,
MISSISSIPPI

Product Name	DESCRIPTION	QTY	TOTAL
Full-Service Supplementation Subscription	Full-Service Supplementation Subscription - Includes yearly Admin Fee (\$350)	1.00	USD 2,419.00
Code and Supp Year 1 Annual Fee Discount	50% First Year Only Supplement Subscription Adjustment	1.00	USD -1,209.50
Quarterly Print Supplementation Service Included	Quarterly Print Supplementation Service Included Print Schedule - 2, 5, 8, 11	1.00	USD 0.00
Printed Copies and Freight Included – up to [#] copies	Printed Copies and Freight Included – up to [14] copies	14.00	USD 0.00
Annual Recurring Supplement Services - Initial Term		USD 1,209.50	
Annual Recurring Supplement Services - (Subject to Uplift)		USD 2,419.00	

1. This Statement of Work ("SOW") is between City of Brandon, MS ("Customer") and CivicPlus, LLC ("CivicPlus"), the acquirer and sole owner of Municode, LLC f/k/a Municipal Code Corporation, and incorporates and is subject to the terms and conditions located at Addendum 1 attached to this SOW.
2. This SOW shall begin on 5/1/2025 ("Effective Date") and all the services provided to Customer listed in the above line items (the "Services") shall align to renew annually on each anniversary of the Effective Date ("Renewal Date"). Unless terminated, Customer shall be invoiced for the Annual Recurring Services on each Renewal Date of each calendar year subject to 5% annual increase. Customer will pay all invoices within 30 days of the date of such invoice.
3. Please note that this document is a SOW and not an invoice. Upon signing and submitting this SOW, Client will receive the applicable invoice according to the terms of the invoicing schedule outlined herein.

Acceptance of Quote # Q-72836-1

By signing below, the parties are agreeing to be bound by the covenants and obligations specified in this SOW. For CivicPlus Billing Information, please visit <https://www.civicplus.com/verify/>.

IN WITNESS WHEREOF, the parties have caused this SOW to be executed by their duly authorized representatives as of the dates below.

Client

CivicPlus

By:

By:



Printed Name:

Printed Name:

Amy Vikander

Title:

Title:

Senior Vice President of Customer Success

Date:

Date:

3/14/2025

Organization Legal Name:

Billing Contact:

Title:

Billing Phone Number:

Billing Email:

Billing Address:

Mailing Address: (If different from above)

PO Number: (Info needed on Invoice (PO or Job#) if required)

Addendum 1

This agreement ("Agreement") is explicitly agreed to by the Customer listed on the Statement of Work. All terms used in this Agreement that are not otherwise defined shall have the definition ascribed to it in the Statement of Work. 1. Scope of Services. The Services provided to Customer under this Agreement are set forth in the CivicPlus Statement of Work signed by the parties (the "SOW"). Customer may purchase additional services for additional cost at any time upon mutual written consent of the Parties, including but not limited to updating the frequency of Supplement updates, additional labor required because of delays, errors or omissions on the part of Customer. 2. Limitations of Services. Annual Recurring Supplement Service does NOT include: • Additional copies, reprints, binders, and tab orders; • Documents drafted in InDesign or that contain form-based code requirements, are subject to additional editorial fees; • Documents that contain: multiple tables, graphics, unique formatting requirements, or any other form-based code requirements; • Legal work, creation of fee schedules, gender-neutral review/implementation, external linking; • Codifying complete replacement of complex subject matter such as, but not limited to, Zoning (or equivalent). This work is subject to a one-time editorial conversion fee and an increase in the annual supplement rate and online hosting fee(s). Quote provided upon receipt of material; • Codifying a newly adopted full Chapter/Title/Appendix. This may be subject to a one-time additional editorial fee and an increase in the annual supplement rate and online hosting fee(s). Material to be reviewed upon receipt; • Codifying a newly adopted term change legislation. This may be subject to a one-time additional editorial fee. Material to be reviewed upon receipt; • Adding entirely new material such as but not limited to new Zoning chapters will be covered in your current annual cost. However, the addition will lead to an increase in your annual cost upon your next renewal. We will work with you to provide a revised annual cost. • The addition of Manuals, Policies, Procedures, Comprehensive Plans, Land Use, Unified Codes, Zoning (or equivalent). Quotation upon request; and • Online Code hosting and online features, this is listed separately. For services outside the scope of the Annual Recurring Supplement Services, a per page rate of \$23 will be applied. 3. Each document for processing should be its own individual file, named by its ordinance number. Customer should send in all documents to CivicPlus as MS WORD versions or a convertible PDF version.	4. Term and Termination. This Agreement shall remain in full force and effect for an initial period of one year commencing on the Effective Date ("Initial Term"), at the end of the Initial Term, this Agreement shall automatically renew for additional one-year terms (each a "Renewal Term"). If either Party does not intend to renew this Agreement, they shall provide sixty days prior notice to the end of the then-current term. Either party may terminate this Agreement for cause in the event the other party materially breaches any term of this Agreement and does not substantially cure such breach within thirty days after receiving notice of such breach. A delinquent Customer account remaining past due for longer than 90 days is a material breach by Customer and is grounds for CivicPlus termination. 5. Compensation. Unless otherwise stated in an SOW signed by the Customer, the Customer shall pay CivicPlus for the Services annually at the start of each Renewal Term, within 30 days of the date an invoice is sent. 6. Integration. This Agreement sets forth the entire agreement between and among the parties with respect to the Services. This Agreement supersedes all prior written or oral agreements between the parties or their predecessors-in-interest with respect to all or any part of the subject matter hereof. 7. Limitation of Liability. CivicPlus' liability arising out of or related to this Agreement, or any associated SOW, will not exceed five times the amounts paid by Customer for the Services in the year prior to such claim of liability. In no event will CivicPlus be liable to Customer for any consequential, indirect, special, incidental, or punitive damages arising out of or related to this Agreement. If applicable law limits the application of the provisions of this Limitation of Liability section, CivicPlus' liability will be limited to the maximum extent permissible. 8. Ownership. Customer shall own all right, title, and interest in and to the code created under this Agreement. Customer is responsible for providing all necessary and correct documentation, materials and communication in a timely manner in order to enable CivicPlus to perform the Services and acknowledges CivicPlus cannot begin performance of the Services until all necessary documentation, materials and communication is received. 9. Customer acknowledges that any legal analysis provided by CivicPlus is provided to Customer for their use and direction. However, Customer agrees the Services provided for herein do not review legal codes for legal sufficiency, draw legal conclusions, provide legal advice, opinions or recommendations about Customer's legal rights, remedies, defenses, options, selection of forms, or strategies, or apply the law to the facts of any particular situation or establish an attorney-Customer relationship. CivicPlus is not a law firm and may not perform services performed by an attorney, and the Services contemplated herein do not constitute a substitute for the advice or services of an attorney. 10. In the event either party is unable to perform its obligations under the terms of this Agreement because of acts of God, strikes, damage or other causes reasonably beyond its control, such party shall not be liable for damages to the other for any damages resulting from such failure to perform or otherwise from such causes.
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Contact Information

Organization

URL

Street Address

Address 2

City

State

Postal Code

CivicPlus provides telephone support for all trained clients from 7am –7pm Central Time, Monday-Friday (excluding holidays).
Emergency Support is provided on a 24/7/365 basis for representatives named by the Client. Client is responsible for
ensuring CivicPlus has current updates.

Emergency Contact & Mobile Phone

Emergency Contact & Mobile Phone

Emergency Contact & Mobile Phone

Billing Contact

E-Mail

Phone

Ext.

Fax

Billing Address

Address 2

City

State

Postal Code

Tax ID #

Sales Tax Exempt #

Billing Terms

Account Rep

Info Required on Invoice (PO or Job #)

Are you utilizing any external funding for your project (ex. FEMA, CARES): Y [] or N []

Please list all external sources: _____

Contract Contact

Email

Phone

Ext.

Fax

Project Contact

Email

Phone

Ext.

Fax



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM:
DATE: 03/10/2025
SUBJECT: CONSIDERATION TO APPROVE THE TRAVEL FOR NIKI JOBE

Consideration to approve the travel for Niki Jobe to attend the HUB Jackson 2025 Compliance and Benefits Summit in Madison, MS on April 8, 2025.

ATTACHMENTS:

None



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: MARY ANN HESS
DATE: 02/24/2025
SUBJECT: CONSIDERATION TO APPROVE:DOCKET OF CLAIMS FOR MARC

ATTACHMENTS:

1. Claims Docket 03-17-2025
2. 3_7_2025
3. February 2025 Memo to the Board



City of Brandon

Check Register by Department for Checks Dated 3/18/2025

Check Run #: 12949

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
99473	2394	001-000 AFLAC		987617	FEB 2025 ACC/HOSP/STD INS	001-000-156	6	\$48.48
99478	4011	AMERICAN UNITED LIFE INS. CO.		01/17/2025	FEB 2025 BASIC LIFE INS	001-000-157	6	\$102.12
				01/17/2025-A	FEB 2025 VOL TERM LIFE INS	001-000-120	6	\$30.24
				02/18/2025	MARCH 2025 VOL LIFE INSURANCE	001-000-125	6	\$505.65
99483	2386	BAY BRIDGE ADMINISTRATORS LLC		BBA-INS- 659446-FEB 25	FEB 2025 CANCER INS	001-000-155	6	\$4,423.52
				BBA INS- 647836-MARCH 2025	MARCH 2025 CANCER INS	001-000-155	6	\$1,753.71
99498	14163	CIRIE KEEN		02/24/25	ROOM RENTAL FULL REFUND DEPOSIT PAID 1/27/25-CHECK 1365	001-000-159	6	\$92.57
					ROOM RENTAL FULL REFUND DEPOSIT PAID 1/27/25-CHECK 1365	001-000-315	5	\$300.00
99501	260	COLONIAL LIFE & ACCIDENT		7029838020121 3	FEB 2025 P&P AND LIFE INS	001-000-128	6	\$3,275.16
99513	799	DPS FUND #3734		7029838303011 79	MARCH 2025 PSP & LIFE INS	001-000-129	6	\$527.30
99514	799	DPS FUND #3734		03/13/2025-A	FEB 25 SPECIAL ASSESSMENTS	001-000-128	6	\$3,233.78
99541	14162	LORI FERGUSON		03/13/2025-B	FEB 25 INTERLOCK IGNITION	001-000-129	6	\$527.30
				03/04/2025	ROOM RENTAL FULL REFUND DEPOSIT PAID	001-000-330		\$1,332.49
					ROOM RENTAL FULL REFUND DEPOSIT PAID	001-000-330		\$550.00
					ROOM RENTAL FULL REFUND DEPOSIT PAID	001-000-359	5	\$200.00



City of Brandon

Check Register by Department for Checks Dated 3/18/2025

Check Run #: 12949

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
99552	12735	MS ATTORNEY GENERAL'S OFFICE		03/13/2025	12/12/24 CHECK 0012 FEB 2025 VICTIMS OF HUMAN TRAFFICKING	001-000-330	6	\$1,626.00
99573	1224	RANKIN CO SUPERVISORS		03/13/2025	FEB 2025 LAW LIBRARY	001-000-330	6	\$189.75
99578	2540	RELiance STANDARD		VPL301515-FEB 2025	FEB 2025 LTD INS	001-000-154	6	\$951.94
99591	838	STATE TREASURER		03/13/2025	FEB 2025 COURT ASSESSMENTS	001-000-330	6	\$16,578.45
99602	12364	UNUM INSURANCE COMPANY		0442883-001 6 - FEB 25	FEB 2025 VISION INS	001-000-122	6	\$1,590.69
				0442883-001 6 - MARCH 25	MARCH 2025 VISION INS	001-000-122	6	\$1,388.05
Total For Department								\$39,319.77
Dept#	001-010							
99549	6168	MIPCO IMPRESSION PRODUCTS, INC.	18540	265452	COURT SERVICES COPIER	001-010-640	5	\$192.87
99590	3699	STAPLES CONTRACT & COMMERCIAL, INC	19283	6025679178	Ink - Dispatch & CS, Prong fasteners - CID, Cleaning cloths, Paper, soap, paper towels, Lysol wipes, Trash bags, cleaning liquid	001-010-500	6	\$403.70
Total For Department								\$74.10
				001-010		001-010-500	6	\$87.28
								\$757.95

Dept# 001-030

Report run by: vhawkins



City of Brandon

Check Register by Department for Checks Dated 3/18/2025

Check Run #: 12949

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
99590	3699	STAPLES CONTRACT & COMMERCIAL, INC	19297	6025679177	Office Supplies	001-030-500	5	\$4.37
Total For Department					001-030			\$4.37
001-040								
99476	10473	AMAZON	19367	1RRH-V3GF- CVQP	State Flags for City	001-040-550	6	\$87.93
99520	860	FLEETCOR TECHNOLOGIES		NP68075208	ACCT #126876- FUEL FOR WEEK 03/03/2025- 03/09/2025	001-040-525	6	\$32.93
99566	985	POSTAGE BY PHONE		03/11/2025	POSTAGE BY MAIL	001-040-691	6	\$0.76
99590	3699	STAPLES CONTRACT & COMMERCIAL, INC	19297	6025679177	Office Supplies	001-040-500	5	\$50.04
						001-040-500	5	\$16.97
						001-040-500	5	\$30.95
						001-040-500	5	\$128.58
99596	3733	TRAVELERS		2432R9718- FEB 25	COMMERICAL AUTO/PROPERTY INS PACKAGE	001-040-625	6	\$990.00
Total For Department					001-040			\$1,338.16
001-092								
99480	12710	AUBREY L. HURSH	19221	20250225	purchase 3 metal printed COB logo signs.	001-092-729	5	\$1,884.00
99481	76	BAKER LAW FIRM, P.C.		1981	FILING FEE: WITH RANKIN COUNTY CIRCUIT CLERK: BILL RAWLS IRRIGATION	001-092-608	5	\$161.00
99482	7780	BARLOW & COMPANY, PLLC	219076		AUDIT FOR	001-092-609	5	\$20,000.00



City of Brandon

Check Register by Department for Checks Dated 3/18/2025

Check Run #: 12949

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
99485	13958	BLAKENEY ELECTRICAL SERVICES LLC	19130	1086	FINANCIAL STATEMENTS FOR THE YEAR ENDED 09/24 Labor Only to install (38) 8" can lights, (4) 4" can lights and (3) low voltage control modules. This is required to upgrade the existing room lighting into LED low voltage dimmable lighting.	001-092-604	6	\$3,780.00
99489	4919	BROADBAND VOICE, LLC		125096	CITY HALL & LIBRARY PHONE-03/01/25-03/31/25	001-092-605	5	\$1,000.95
99491	2254	C SPIRE	18548	3000744308-32	MONTHLY FIBER AND INTERNET-03/03/25-04/02/25	001-092-605	5	\$4,956.00
99492	13438	CANDANCE HUNLEY		02/25/25	CLERK TRAINING EXPENSE REIMBURSEMENT-02/25/25-02/28/25	001-092-685	6	\$13.41
99497	1999	CINTAS CORPORATION NO 210		4221910445	UNIFORMS	001-092-685	6	\$11.92
				4222741019	UNIFORMS	001-092-685	6	\$23.81
				4223380722	UNIFORMS	001-092-685	6	\$41.00
				41821	CITY HALL QTRLY PEST CONTROL	001-092-685	6	\$141.26
						001-092-535	6	\$3.95
						001-092-535	6	\$8.22
						001-092-535	6	\$3.95
						001-092-535	6	\$8.22
						001-092-535	6	\$3.95
						001-092-535	6	\$8.22
						001-092-600	5	\$200.00



City of Brandon

Check Register by Department for Checks Dated 3/18/2025

Check Run #: 12949

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
99517	370	ELCON ELECTRICAL CO. INC.	19225	52544	Add several outlets/circuits in the civic center and front hallway	001-092-604	6	\$2,975.00
			19225	52545	Add several outlets/circuits in the civic center and front hallway	001-092-604	6	\$2,815.00
99520	860	FLEETCOR TECHNOLOGIES	NP68028749		ACCT #126876-FUEL FOR WEEK 03-24-25-03-02-25	001-092-525	5	\$17.48
			NP68075208		ACCT #126876-FUEL FOR WEEK 03/03/2025-03/09/2025	001-092-525	6	\$37.57
99537	2791	JANI KING OF JACKSON	19298	JAC03250420	Pressure wash clean the back patio and loading dock area from the last rental party.	001-092-510	6	\$450.00
99540	4866	LOGICS		25-IN5036	IVR USAGE OVERAGE	001-092-605	5	\$136.22
99542	2416	M&R PROTECTIVE SYSTEMS INC	19351	15543	Annual Fire Alarm Monitoring Service for (6) locations	001-092-600	6	\$600.00
99545	2687	MARTIN BLOUGH CO	19349	i5239FE2025	annual fire extinguisher inspection	001-092-600	6	\$110.00
			19409	i52487FEAddl	repair after inspection, re-charge 1- 10lb fire extinguisher	001-092-636	6	\$82.00
99546	4566	METRO BUILDING SERVICES, INC		61423	REWIRED SENSOR AND RESET CONTROLS	001-092-636	5	\$103.50
99556	817	MS MUNICIPAL CLERKS & COLLECTORS ASSOC		00146	MMCCA Membership dues	001-092-695	5	\$170.00
99565	968	PHELPS		1406252	RESPONSE TO DOJ	001-092-608	5	\$562.50

Report run by: vhawkins



City of Brandon

Check Register by Department for Checks Dated 3/18/2025

Check Run #: 12949

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
99566	985	POSTAGE BY PHONE		03/11/2025	SUBPOENA			
99568	9654	PROTEL, INC	19030	250200454	POSTAGE BY MAIL Call Center December 2024 - September 2025	001-092-691 001-092-600	6 6	\$243.59 \$18.00
99569	1000	PUCKETT MACHINERY COMPANY	18587	WOEN5521768	Generator Service Agreement FY25	001-092-636	5	\$215.00
99575	1028	RANKIN COUNTY NEWS		249854	EXPLANATORY STATEMENT OF PUBLIC MEASURE- ORDINANCE TO ABOLISH MUNICIPAL ELECTION COMMISSION AND TO ESTABLISH THE CITY'S INTENT	001-092-620	5	\$90.36
99576	12708	RECURO HEALTH, INC		249900	BUDGET AMENDMENT	001-092-615	6	\$165.00
99580	3948	RJ YOUNG		58057 59085	FEB 2025 MD LIVE MARCH 2025 MD LIVE	001-092-480 001-092-480	6 6	\$335.00 \$345.00
			18553	INV7393045	CITY CLERK COPIER	001-092-640	5	\$273.00
			18552	INV7393046	ACCOUNTING COPIER	001-092-640 001-092-640	5 5	\$96.50 \$273.00
99583	1880	SEFCO ELECTRICAL SUPPLY	19086	3384-1088135	purchase 3 new dimmer module upgrades for the lighting system in the board room.	001-092-640 001-092-636	5 6	\$103.13 \$750.00
99585	5241	SHRED-IT		8010048119	CITY HALL SHRED IT SERVICES	001-092-600	5	\$348.84
99590	3699	STAPLES CONTRACT & COMMERCIAL, INC	19297	6025679177	Office Supplies	001-092-500	5	\$4.85

Report run by: vhawkins



City of Brandon
Check Register by Department for Checks Dated 3/18/2025

Check Run #: 12949

Check# Vendor# Vendor Name

PO# Invoice#

Description

GL Acct#

vhawkins
Acct Per.

Detail Amount

99596	3733	TRAVELERS	19297	6025679176	Office Supplies	001-092-500	5	\$4.85
				2432R9718- FEB 25	COMMERCIAL AUTO/PROPERTY INS PACKAGE	001-092-500	5	\$15.20
				GNB138721912	MML TRAINING	001-092-500	5	\$14.63
				187493	DOMAIN REGISTRATION RENEWAL FOR THE CITYOFBRANDON. NET	001-092-500	5	\$11.14
						001-092-500	5	\$64.47
						001-092-500	5	\$15.22
						001-092-500	5	\$0.00
						001-092-500	5	\$0.00
						001-092-500	5	\$0.00
						001-092-500	5	\$0.00
						001-092-500	5	\$0.00
						001-092-500	5	\$0.00
						001-092-500	5	\$0.00
						001-092-500	5	\$13.13
						001-092-500	5	\$7.90
						001-092-500	5	\$18.77
						001-092-500	5	\$22.21
						001-092-500	5	\$17.41
						001-092-500	5	\$17.48
						001-092-500	5	\$17.37
						001-092-500	5	\$11.20
						001-092-500	5	\$124.18
						001-092-625	6	\$3,465.01
99599	14000	TRUSTMARK VISA/MC - GEORGANNA KEENUM				001-092-636	5	\$627.16
99600	5707	U.S.NEXT, INC.				001-092-600	5	\$49.00



City of Brandon

Check Register by Department for Checks Dated 3/18/2025

Check Run #: 12949

Check# Vendor# Vendor Name

				PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
99602	12364	UNUM INSURANCE COMPANY			187750	QTRLY HOSTING AGREEMENT- BRANDONMS.MS/B RANDOMMS.ORG/C ITYOFBRANDON.N ET	001-092-600	6	\$119.85
					0442883-001 6 - FEB 25	FEB 2025 VISION INS	001-092-480	6	\$15.00
					0442883-001 6 - MARCH 25	MARCH 2025 VISION INS	001-092-480	6	\$15.00
99604	11103	VESTIS GROUP INC F/K/A ARAMARK			2780327624	CITY HALL AND SENIOR CENTER MOPS	001-092-510	5	\$96.49
					2780329539	MOPS FOR CITY HALL	001-092-510	6	\$96.49
99606	1292	WARING OIL CO.		19348	403123	fill city hall generator with fuel (roughly 500 gal)	001-092-525	5	\$892.65
				Total For Department		001-092			\$49,322.21
99479	2275	AT&T			601 M31 3547 001 0590- FEB 25	PD PHONE SERVICES - 2/23/2025- 03/22/2025	001-112-605	5	\$243.96
99489	4919	BROADBAND VOICE, LLC			125098	PD PHONE AND FAX LINE-03/01/25- 03/31/25	001-112-605	5	\$824.97
99502	4293	COMCAST CABLE			8396410610147 155-FEB 25	PD TV SERVICES 02/18/25-03/17/2025	001-112-605	5	\$274.48
					8396410610065 142-MAR 25	PD TV SERVICES 03/02/25-04/01/25	001-112-605	6	\$269.13
99506	4870	CROW BURLINGAME CO.		19346	6006-9784	Battery unit 17-005	001-112-635	5	\$161.20
99515	356	DPS LAW ENFORCEMENT			90157982	ANALYTICAL FEES	001-112-600		\$660.00
99516	356	DPS LAW ENFORCEMENT			90159098	analytical fees	001-112-600		\$540.00

Report run by: vhawkins

03/13/2025



City of Brandon
Check Register by Department for Checks Dated 3/18/2025

Check Run #: 12949

Check# Vendor# Vendor Name

			PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
99520	860	FLEETCOR TECHNOLOGIES		NP68028749	ACCT #126876- FUEL FOR WEEK 03-24-25-03-02-25	001-112-525	5	\$2,110.58
				NP68075208	ACCT #126876- FUEL FOR WEEK 03/03/2025- 03/09/2025	001-112-525	6	\$1,518.28
99538	10529	K&S TRUCKING LLC	19271	28501	20-008 mount, balance, tire disposal	001-112-635	5	\$16.00
			19406	28852	mount and balance and tire disposal	001-112-635	5	\$5.00
						001-112-635	6	\$64.00
99545	2687	MARTIN BLOUGH CO	19350	i5237FE2025	annual fire extinguisher inspection inc cars	001-112-635	6	\$20.00
			19409	i52488FEAddl	repair after inspection, re-charge 1- 10lb fire extinguisher	001-112-600	6	\$200.00
						001-112-636	6	\$340.00
99549	6168	MIPCO IMPRESSION PRODUCTS, INC.	18542	265454	PD BOOKING COPIER	001-112-640	5	\$322.14
			18541	265453	CID COPIER	001-112-640	5	\$320.28
99562	931	O'REILLY AUTO PARTS	19286	1129-467474	Unit 20-008 - plug and coil	001-112-635	5	\$63.78
			19341	1129-469326	Unit 21-004 - crank shaft sensor, brakes and rotors unit 21-002 - Brakes and rotors Unit 19-002 - oil filter adapter and spark plug Unit 14-001 - Thermostat housing	001-112-635 001-112-635	5 5	\$27.90 \$24.15



City of Brandon

Check Register by Department for Checks Dated 3/18/2025

Check Run #: 12949

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
99563	12963	PAUL ADCOCK	19074	0000415	Repairs to unit 20-004	001-112-635	5	\$187.00
						001-112-635	5	\$72.70
						001-112-635	5	\$187.00
						001-112-635	5	\$260.00
						001-112-635	5	\$105.42
						001-112-635	5	\$17.01
						001-112-635	5	\$1,345.36
99569	1000	PUCKETT MACHINERY COMPANY	18587	WOEN5521769	Generator Service Agreement FY25	001-112-635	5	\$1,583.60
99572	2477	RANKIN CO SHERIFF DEPT		SO-54539	FEB 2025- INMATE FEEDING/HOUSING /MEDICAL	001-112-523	6	\$2,875.00
						001-112-522	6	\$102.85
				SO-54388	JAN 2025- INMATE FEEDING/HOUSING /MEDICAL	001-112-523	6	\$4,100.00
99590	3699	STAPLES CONTRACT & COMMERCIAL, INC	19283	6025679178	Ink - Dispatch & CS, Prong fasteners - CID, Cleaning cloths, Paper, soap, paper towels, Lysol wipes, Trash bags, cleaning liquid	001-112-522 001-112-510	6 6	\$210.18 \$26.62
						001-112-510	6	\$19.64
						001-112-500	6	\$41.82
						001-112-510	6	\$217.14
						001-112-510	6	\$80.70
						001-112-510	6	\$319.32
						001-112-510	6	\$50.36
			19283	6025679179	Ink - Dispatch & CS, Prong fasteners - CID, Cleaning cloths,	001-112-500	6	\$209.04



Check Run #: 12949

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	Acct Per.	Detail Amount
			19283	6025679180	Paper, soap, paper towels, Lysol wipes, Trash bags, cleaning liquid	Ink - Dispatch & CS, 001-112-500	6	\$82.18
			19283	6026285132	Prong fasteners - CID, Cleaning cloths, Paper, soap, paper towels, Lysol wipes, Trash bags, cleaning liquid	Ink - Dispatch & CS, 001-112-500	6	\$82.18
			19283	6026285133	Prong fasteners - CID, Cleaning cloths, Paper, soap, paper towels, Lysol wipes, Trash bags, cleaning liquid	Ink - Dispatch & CS, 001-112-500	6	\$82.18
99593	3994	THE SOUTHERN CONNECTION POLICE SUPPLIES LLC	18794	33866	vest & carrier for Berry order 7335A shirts, jacket, and safety vest - Berry order 7341A	001-112-535	5	\$0.00
						001-112-535	5	\$0.00
						001-112-535	5	\$75.00
						001-112-535	5	\$118.00
						001-112-535	5	\$119.00
						001-112-535	5	\$34.99
99595	9371	TIREHUB, LLC	19274	47962869	belt - reid 2 tires 21-001 4 tires 17-001	001-112-535 001-112-540	6 5	\$52.99 \$240.00



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Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
99596	3733	TRAVELERS		2432R9718- FEB 25	COMMERICAL AUTO/PROPERTY INS PACKAGE	001-112-540 001-112-540 001-112-625	5 5 6	\$610.32 \$6.00 \$11,385.04
99597	4669	TRUSTCARE HEALTH, LLC		10574K19538	DRUG SCREEN/NON DOT PHYSICAL	001-112-600	5	\$160.00
99611	13967	WILLARD D HOLIFIELD JR		20250227	POLYGRAPH- NICHOLAS PURNELL- APPLICANT TEST	001-112-600 001-112-600 001-112-600 001-112-600	5 5 5 6	\$160.00 \$160.00 \$210.00 \$200.00
99612	9618	WILLIAM CRISS LOTT, PH.D.		1136	LEO EVALUATION AND REPORT/D HARDIN & N. YOUNG	001-112-600	6	\$900.00
Total For Department					001-112			\$34,982.19
99487	13903	BRADY INDUSTRIES OF MS LLC	19342	9820259	JANITORAL SUPPLIES	001-161-510 001-161-510 001-161-510 001-161-510 001-161-510 001-161-510 001-161-510 001-161-510 001-161-510 001-161-510	5 5 5 5 5 5 5 5 6 6	\$292.68 \$9.70 \$12.30 \$231.76 \$163.28 \$33.50 \$317.44 \$20.10 \$97.97



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Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
99489	4919	BROADBAND VOICE, LLC		125092	FD-1 PHONE- 03/01/25-03/31/25	001-161-605	5	\$72.41
99494	12555	CAVENDER STORES, LTD	19156	0278640-IN	REPLACEMENT BOOTS FOR H. JACKSON	001-161-535	5	\$165.00
99495	389	CENTERPOINT ENERGY ENTEX		6400692628-7- FEB 25	6577 GRANTS FERRY RD - 01/27/2025- 02/26/2025	001-161-630	6	\$290.65
99496	6986	CHARLES RAY WOMACK JR (CHUCK)		31025	ASBESTOS ROOF SURVEY	001-161-636	6	\$1,500.00
99509	1913	DAVID JEFEOAT PEST CONTROL		41813	STATION #4 QRTL PEST CONTROL	001-161-600	5	\$75.00
99520	860	FLEETCOR TECHNOLOGIES		NP68028749	ACCT #126876- FUEL FOR WEEK 03-24-25-03-02-25	001-161-525	5	\$539.92
				NP68075208	ACCT #126876- FUEL FOR WEEK 03/03/2025- 03/09/2025	001-161-525	6	\$550.75
99527	13904	HAMPTON INN GREENWOOD		03/05/2025	ROOMS FOR PARAMEDIC CLINICALS TRAINING	001-161-685	5	\$1,120.00
99532	566	HINDS COMMUNITY COLLEGE	19132	03052025	EMS REFRESHER CLASS	001-161-685	5	\$2,160.00
99533	575	HOME DEPOT CREDIT SERVICES	19119	4535228	PAINT/PAINT BRUSHES	001-161-550	5	\$61.39
			19119	5530888	LOCK ON 60" DUAL ENDED POLE/MULTI ANGLE WASH BRUSH	001-161-637	6	\$111.92
99536	13635	JAM-PAK LLC	19343	493036		001-161-637	6	(\$2.24)
						001-161-510	6	\$343.60
						001-161-510	6	\$64.72
						001-161-510	6	\$105.20
								03/13/2025



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Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	Vhawkins Acct Per.	Detail Amount
99542	2416	M&R PROTECTIVE SYSTEMS INC	19351	15543	Annual Fire Alarm Monitoring Service for (6) locations	001-161-510	6	\$139.45
						001-161-510	6	\$28.20
						001-161-510	6	\$77.98
						001-161-600	6	\$1,800.00
99548	776	MID SOUTH UNIFORM	19034	655538	REPLACEMENT WORK BOOTS FOR SHANE PUCKETT AND ARTERBERRY	001-161-535	5	\$145.00
99550	781	MISKELLY FURNITURE	19150	105313		001-161-750	5	\$1,203.98
						001-161-750	5	\$2,339.16
						001-161-750	5	\$928.71
99555	806	MS FIRE INVESTIGATOR ASSC		03/05/2025	DUES FOR ERIC STINGER	001-161-685	5	\$275.00
99566	985	POSTAGE BY PHONE		03/11/2025	POSTAGE BY MAIL	001-161-691	6	\$3.78
99569	1000	PUCKETT MACHINERY COMPANY	18587	WOEN5521911	Generator Service Agreement FY25	001-161-636	6	\$215.00
			18587	WOEN5521912	Generator Service Agreement FY25	001-161-636	6	\$215.00
			18587	WOEN5521913	Generator Service Agreement FY25	001-161-636	6	\$215.00
			18587	WOEN5521914	Generator Service Agreement FY25	001-161-636	6	\$215.00
			18587	WOEN5521915	Generator Service Agreement FY25	001-161-636	6	\$215.00
99579	10199	RENEW BIOMEDICAL SERVICES	19114	30285	ANNUAL PM AND ANY REPAIRS FOR LIFEPAK SERIAL #40844995	001-161-636	5	\$300.00
99580	3948	RJ YOUNG	18554	INV7393047	FIRE DEPT COPIER RENTAL	001-161-640	5	\$103.00
99587	1141	SOUTHERN PINE ELECTRIC		14880456		001-161-640	5	\$80.67
					13 WOODGATE DR FIRE STATION	001-161-630	6	\$235.39

Report run by: vhawkins



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Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
99593	3994	THE SOUTHERN CONNECTION POLICE SUPPLIES LLC	19278	33984	1058 STAR RD FIRE STATION #4	001-161-630	6	\$484.91
99596	3733	TRAVELERS		2432R9718- FEB 25	3090 HWY 80 BYPASS ER WARNING SIREN REPLACEMENT WORK PANTS- 30X34-BURNHAM	001-161-630	6	\$50.66
99598	3845	TRUSTMARK VISA/MC - CAROLYN PALMER	19270	457206380337	COMMERICAL AUTO/PROPERTY INS PACKAGE	001-161-625	6	\$9,900.04
				457306380344	ROOM CHARGE	001-161-685	6	\$105.93
					HOTEL ROOMS AT GOLDEN MOON FOR REMAINING NIGHT-APPROVED BY BOARD FOR CHIEF AND DIV CHIEF KING- TRAINING CHIEFS CONFERENCE	001-161-685	6	\$105.93
Total For Department					001-161			\$27,926.84

Dept#	99486	130	001-180	BOAM	03-10-2025	001-180-685	5	\$550.00
					SUMMER CONFERENCE GULFPORT/RANDY BARNES & JESSE GREEN			
99520	860	FLEETCOR TECHNOLOGIES		NP68028749	ACCT #126876- FUEL FOR WEEK 03-24-25-03-02-25	001-180-525	5	\$39.15
				NP68075208	ACCT #126876- FUEL FOR WEEK 03/03/2025-	001-180-525	6	\$213.79



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Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
99551	3725	MS ASSOCIATION OF CODE ENFORCEMENT		02/25/25	03/09/2025 ADDITIONAL MEMBERSHIP FEE TO INCLUDE AM ASSOC OF CODE ENFORCEMENT MEMBERSHIP	001-180-695	5	\$100.00
99564	12324	PETTY CASH-ELIZABETH JOHNSON		02/28/2025	BELT CLIP FOR CELL PHONE	001-180-550	5	\$10.69
99566	985	POSTAGE BY PHONE		03/11/2025	POSTAGE BY MAIL	001-180-691	6	\$191.99
99575	1028	RANKIN COUNTY NEWS		249901	ORDINANCE AMENDMENT	001-180-615	6	\$61.92
99581	3948	RJ YOUNG	18551	INV7393048	COMM DEV COPIER	001-180-640		\$250.00
99590	3699	STAPLES CONTRACT & COMMERCIAL, INC	19297	6025679177	Office Supplies	001-180-640 001-180-500	5	\$156.70 \$14.05
99596	3733	TRAVELERS		2432R9718- FEB 25	COMMERICAL AUTO/PROPERTY INS PACKAGE	001-180-500 001-180-500 001-180-625	5 5 6	\$30.74 \$4.73 \$495.00
Total For Department						001-180		\$2,118.76

Dept# 001-201

99474 12701 AJ CONSTRUCTION INC

3753

ASPHALT REPAIRS 001-201-637
B/A 01/21/25
RANKIN

\$2,685.46

3761

COMMODITY
ASPHALT REPAIRS 001-201-637
B/A 01/21/25
RANKIN

\$1,750.10

3774

COMMODITY
ASPHALT REPAIRS 001-201-637

\$1,586.56

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99497	1999	CINTAS CORPORATION NO 210	4221910445			B/A 01/21/25 RANKIN COMMODITY UNIFORMS	001-201-535	6	\$5.74
							001-201-535	6	\$9.67
							001-201-535	6	\$12.76
			4222741019			UNIFORMS	001-201-535	6	\$5.74
							001-201-535	6	\$9.67
							001-201-535	6	\$12.76
			4223380722			UNIFORMS	001-201-535	6	\$5.74
							001-201-535	6	\$9.67
							001-201-535	6	\$12.76
99499	4106	CLEO MCKINION	19336 1151			Open PO for Asphalt & Pothole Repairs (labor and equipment) 2/18/25 Board Approved - Professional Services Agreement	001-201-637	6	\$4,820.00
			19336 1152			Open PO for Asphalt & Pothole Repairs (labor and equipment) 2/18/25 Board Approved - Professional Services Agreement	001-201-637	6	\$4,820.00
			19336 1153			Open PO for Asphalt & Pothole Repairs (labor and equipment) 2/18/25 Board Approved - Professional Services Agreement	001-201-637	6	\$3,185.00
99506	4870	CROW BURLINGAME CO.	19257 6006-9576			VIN #3074 1998 Volyo Dump Truck	001-201-635	6	\$19.51



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Check# Vendor# Vendor Name

			PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
99507	2183	D&S SALES	19247	38474	EMERGENCY-VIN# 4448-NEW HOLLAND TRACTOR UNABLE TO CRANK	001-201-635	6	\$21.71
99510	338	DEVINEY EQUIPMENT	19164	WO61587	Tools for James "Stone" Spann	001-201-635	6	\$20.81
			19164	WO61587	VIN #6817 Kubota M9960 Tractor - Annual Preventative Maintenance	001-201-635	6	\$54.44
			19161	WO61589	VIN #4448 New Holland T5060 Tractor - Annual Preventative Maintenance plus extra keys	001-201-636	6	\$22.00
			19163	WO61592	VIN #0567 Kubota M6040 Tractor - Annual Preventative Maintenance	001-201-636	6	\$370.00
					HWY 80 AT TRICKHAMBRIDGE RD SIGNAL	001-201-630	6	\$891.16
					1379 W GOVERNMENT ST	001-201-630	6	\$137.20
					1346 W GOVERNMENT ST	001-201-630	6	\$145.21
					605 W GOVERNMENT ST	001-201-630	6	\$141.82
					LOUIS WILSON DR & HWY 80	001-201-630	6	\$146.86
					ACCT #126876- FUEL FOR WEEK 03-24-25-03-02-25	001-201-525	5	\$148.13
99520	860	FLEETCOR TECHNOLOGIES		NP68028749				\$50.77



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99523	144	GILMORE BROS BUILDING SUPPLY	19332	145262	ACCT #126876- FUEL FOR WEEK 03/03/2025- 03/09/2025	001-201-525	6	\$276.03
					Concrete Brick & Blocks for building drainage connections between concrete pipes	001-201-550	6	\$861.12
99539	693	LEWIS ELECTRIC		M2025.24	SIGNAL REPAIR HWY 80 AT GRANTS FERRY	001-201-550 001-201-720	6 6	\$598.50 \$400.00
99543	12879	MAGCOR INDUSTRIES		134472	P/R REIMBURSEMENT FOR WORK RELEASE - 02/16/25-03/1/25	001-201-604	6	\$15,056.54
99547	6785	MICHAEL SCOTT WELLS	18547	03/03/2025	BEAVER ERADICATION MAINT-LOCATION #1-B/A 11/7/2016	001-201-600	5	\$125.00
			18546	03/03/2025-a	BEAVER ERADICATION MAINT-LOCATION #2-B/A 11/7/2016	001-201-600	5	\$125.00
			18545	03/03/2025-B	BEAVER ERADICATION MAINT-LOCATION #3-B/A 11/7/2016	001-201-600	5	\$125.00
99561	7173	NJ FARMS INC	18956	0330	300 Tracey Cove - concrete repair of storm drain inlet WO #56133	001-201-637	6	\$3,500.00
			19331	0336	432 Edgewood Crossing at Brookwood Circle - concrete repair following storm drain	001-201-637	6	\$1,550.00



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Check# Vendor# Vendor Name

		PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
99587	1141			SOUTHERN PINE ELECTRIC			
		19329	0337	repair WO #56438 2121 Shadowlawn Street - concrete repair following storm drain repair WO #56231	001-201-637	6	\$1,450.00
			14882226	GREENFIELD/ORLE ANS	001-201-630	6	\$1,143.59
			14882227	CLERK LIGHTS	001-201-630	6	\$5,846.40
			14882222	WINDSOR RIDGE	001-201-630	6	\$855.61
			14882224	STREET LIGHTS	001-201-630	6	\$6,824.87
			14880458	3267 LOUIS WILSON DR TRAFFIC LIGHT	001-201-630	6	\$73.69
			14880464	S OF I-20 SIGNAL LIGHT/GREENFIEL D INT	001-201-630	6	\$59.89
			14880465	N OF I-20 SIGNAL LIGHT/GREENFIEL D INT	001-201-630	6	\$53.12
			14880467	HWY 18 RED LIGHT AT HWY 18	001-201-630	6	\$50.89
			14880468	HWY 18 RED LIGHT AT BHS	001-201-630	6	\$50.78
			14880469	HWY 80 EAST/RED LIGHT	001-201-630	6	\$58.22
			14880470	STONEGATE DR RED LIGHT	001-201-630	6	\$86.91
			14880472	SERVICE DR CROSSGATES CIRCLE LIGHT	001-201-630	6	\$85.57
			14880473	HWY 18 & GREENFIELD RD RED LIGHT	001-201-630	6	\$70.13
			14880478	ORLEANS WAY SIGNAL LIGHT	001-201-630	6	\$62.89



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99589	6085	SOUTHERN TIRE MART, LLC	19320	2600202289	VIN #0567 Kubota M6040 Tractor - new rim placed on tire	001-201-636	6	\$227.50
99596	3733	TRAVELERS	2432R9718- FEB 25	14880479	GREENFIELD RD RED LIGHTS/HWY 80	001-201-630	6	\$143.70
99607	2500	WASTE MANAGEMENT OF JACKSON	3237968-0078-3	14880480	HWY 18 & STAR BRANDON RD RED LIGHT	001-201-630	6	\$54.68
Total For Department					001-201	001-201-600	6	\$479.36
99537	2791	JANI KING OF JACKSON	JAC03250421	1116	CLEAN UP AT AMP AFTER GUMBO COOKOFF	001-220-600	6	\$2,221.00
99567	11723	PRIME EVENTS LLC	1113	244852636-001	CITY OF BRANDON MALTA GRADUATION	001-220-600	5	\$350.00
99601	4935	UNITED RENTALS (N.A.), INC.	19290	244852636-001	GARDEN CLUB TABLE SCAPARS	001-220-600	5	\$350.00
Total For Department					001-220	001-220-640	6	\$1,983.00
Total For Department					001-220	001-220-640	6	(\$600.00)
Total For Department					001-220	001-220-640	6	\$4,304.00

Dept# 001-340

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99488	12141	BRAN SFM, LLC	18555	fund0325	OPERATING FUNDING REQUEST-FY25	001-340-600	5	\$182,847.00
99489	4919	BROADBAND VOICE, LLC		125094	AMP AND P&R PHONE-03/01/25- 03/31/25	001-340-605	5	\$156.74
				123301	AMP AND P&R PHONE--02/01/2025- 02/28/2025	001-340-605	5	\$156.74
99520	860	FLEETCOR TECHNOLOGIES		NP68028749	ACCT #126876- FUEL FOR WEEK 03-24-25-03-02-25	001-340-525	5	\$440.18
				NP68075208	ACCT #126876- FUEL FOR WEEK 03/03/2025- 03/09/2025	001-340-525	6	\$361.89
99596	3733	TRAVELERS		2432R9718- FEB 25	COMMERICAL AUTO/PROPERTY INS PACKAGE	001-340-625	6	\$7,425.03
99610	2429	WEST RANKIN UTILITY AUTHORITY	18532	SW-0325	SANITATION (SOLID WASTE) SERVICE	001-340-600	6	\$1,496.81
Total For Department								\$192,884.39
Dept#	001-350							
99475	7301	ALAN DULL	19243	02-28-25	pressure wash and clean front of building sidewalks and curbs on front and side of building. Wash left side entrance as well.	001-350-600	5	\$2,200.00
99489	4919	BROADBAND VOICE, LLC		125096	CITY HALL & LIBRARY PHONE- 03/01/25-03/31/25	001-350-605	5	\$337.10
99500	207	CMRLS	18544	03/03/2025	T-1 LINE AT	001-350-605	5	\$403.37



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99519	13383	EXELL/MS BOTTLE WATER-ACCT #023270	18525	066541	LIBRARY LIBRARY- EQUIPMENT RENTAL	001-350-640	6	\$16.34
99542	2416	M&R PROTECTIVE SYSTEMS INC	19351	15543	Annual Fire Alarm Monitoring Service for (6) locations	001-350-600	6	\$600.00
99596	3733	TRAVELERS		2432R9718- FEB 25	COMMERICAL AUTO/PROPERTY INS PACKAGE	001-350-625	6	\$1,485.01
Total For Department					001-350			\$5,041.82
Dept#	001-351							
99596	3733	TRAVELERS		2432R9718- FEB 25	COMMERICAL AUTO/PROPERTY INS PACKAGE	001-351-625	6	\$495.00
Total For Department					001-351			\$495.00
Fund Total					001			\$426,022.02



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Check# Vendor# Vendor Name

vhawkins
Acct Per. Detail Amount

GL Acct#

Description

PO# Invoice#

Dept# 004-500

99476 10473 AMAZON

99477 10919 AMBIANCE LANDSCAPES, LLC

19356 1PWK-X3VX-F46K
CBC Supplies, Green Room Supplies

17727 17845
AMP - Landscaping Board Approved Prof Srv 4.15.24

17727 17950
AMP - Landscaping Board Approved Prof Srv 4.15.24

17727 17951
AMP - Landscaping Board Approved Prof Srv 4.15.24

125094
AMP AND P&R PHONE-03/01/25-03/31/25

123301
AMP AND P&R PHONE-02/01/2025-02/28/2025

19223 MH030125CB
Annual grease trap cleaning

4224017414
AMPHITEATRE MATS

028469680X250 217
AMP TV SERVICE 02/16/25-03/15/25

18852 52542
lower existing can light heights at gates 5 and 6 to reduce light glare into the public's eyes.

19235 52541
remove, clean, repair and reinstall 26 emergency step lights.

6 \$1,177.44

5 \$3,217.49

6 \$933.40

6 \$226.69

6 \$590.02

6 \$1,681.29

5 \$211.49

5 \$177.61

5 \$500.00

6 \$325.00

\$212.24

6 \$3,195.00

6 \$1,753.00



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			19059	52540	An annual event. Add receptacle in existing Community Bank Club storage room	004-500-720	6	\$1,160.00
			19147	52539	add (8) new recitals under each greenroom countertop for power to relocate coolers in each room.	004-500-720	6	\$1,405.00
99520	860	FLEETCOR TECHNOLOGIES		NP68028749	ACCT #126876- FUEL FOR WEEK 03-24-25-03-02-25	004-500-525	5	\$37.71
				NP68075208	ACCT #126876- FUEL FOR WEEK 03/03/2025- 03/09/2025	004-500-525	6	\$42.25
99533	575	HOME DEPOT CREDIT SERVICES		6540959	PAINT BRUSHES	004-500-636	6	\$66.96
99542	2416	M&R PROTECTIVE SYSTEMS INC	19351	15543	Annual Fire Alarm Monitoring Service for (6) locations	004-500-636	6	(\$1.34)
99549	6168	MIPCO IMPRESSION PRODUCTS, INC.	18556	265466	AMP COPIER	004-500-600	6	\$600.00
99560	1516	Nexstar Inc.		4785368-1	TAKEOVER HOMEPAGE BILLBOARD EXCLUSIVE SPONSORSHIP	004-500-640 004-500-615	5 6	\$240.28 \$2,000.00
99566	985	POSTAGE BY PHONE		03/11/2025	POSTAGE BY MAIL	004-500-691	6	\$0.54
99584	1109	SHERWIN WILLIAMS PAINT	19366	1482-5	5 gallons special floor paint for concession and kitchen areas	004-500-636	5	\$416.85
			19366	1577-2	5 gallons special floor paint for concession and kitchen areas	004-500-636	6	\$272.00



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Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
99596	3733	TRAVELERS		2432R9718- FEB 25	COMMERICAL AUTO/PROPERTY INS PACKAGE	004-500-625	6	\$16,335.06
99600	5707	U.S.NEXT, INC.		187746	AMP QTRLY HOSTING AGREEMENT	004-500-600	6	\$39.95
99607	2500	WASTE MANAGEMENT OF JACKSON		3238139-0078-0	AMP-TRASH REMOVAL	004-500-600	6	\$393.70
				Total For Department	004-500			\$37,209.63
				Fund Total	004			\$37,209.63



City of Brandon

Check Register by Department for Checks Dated 3/18/2025

Check Run #: 12949

Check# Vendor# Vendor Name

vhawkins
Acct Per.

PO# Invoice#

Description

GL Acct#

Detail Amount

Dept# 100-220

99497 1999 CINTAS CORPORATION NO 210

4221910445

UNIFORMS

100-220-535

6 \$9.86

4222741019

UNIFORMS

100-220-535

6 \$9.86

4223380722

UNIFORMS

100-220-535

6 \$9.86

99505 10569 CROSS COUNTRY GROCERY, INC

1024009

INMATE MEALS

100-220-520

5 \$207.74

99506 4870 CROW BURLINGAME CO.

19260 6006-9522

VIN #4366 2016

100-220-635

6 \$8.82

Chevy Sanitation

Van

100-220-635

6 \$8.82

19315 6006-9916

VIN #0390 2015

100-220-635

6 \$8.82

Chevy Sanitation

Van

99520 860 FLEETCOR TECHNOLOGIES

NP68028749

ACCT #126876-

100-220-635

6 \$26.42

FUEL FOR WEEK

100-220-525

5 \$126.34

03-24-25-03-02-25

100-220-525

6 \$237.67

ACCT #126876-

FUEL FOR WEEK

03/03/2025-

03/09/2025

100-220-636

6 \$36.33

1) Stock at Shop -

spark plugs

2) Shop Supplies -

weed eater line and

brushcutter grease

3) Kelly (sanitation

dept) - spark plug,

muffler for weed

eater, weed eater

line, brushcutter

grease and 32"

pickup tool

100-220-550

6 \$271.30

100-220-636

6 \$6.99

100-220-636

6 \$41.99

03/13/2025



City of Brandon

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Check Run #: 12949

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
99557	11299	MSLCP, LLC		666521	INMATE MEALS 02/06/2025	100-220-636	6	\$7.31
				666522	INMATE MEALS 02/20/2025	100-220-520	5	\$168.86
99571	2583	RAMEY'S		000810146015	INMATE MEALS 02/28/25	100-220-520	5	\$240.85
				000810146272	INMATE MEALS 03/03/25	100-220-520	5	\$40.87
				000810146353	INMATE MEALS 03/04/25	100-220-520	5	\$276.44
				000810146536	INMATE MEALS 03/06/25	100-220-520	5	\$42.68
				000810146599	INMATE MEALS 03/07/25	100-220-520	5	\$66.11
				000810146806	INMATE MEALS 03/10/25	100-220-520	6	\$46.21
				000810146866	INMATE MEALS 03/11/25	100-220-520	6	\$310.78
				000810146920	INMATE MEALS 03/12/25	100-220-520	6	\$34.26
99574	1015	RANKIN COUNTY COOPERATIVE	19319	305525	Rubber Boots for inmates on Mr. Howard's crew Having to get different brand due to the Economy Rubber Boot being on back order	100-220-535	6	\$26.05
								\$198.00
99586	1851	SONIC		CHK 174	INMATE MEALS 03/05/2025	100-220-520	5	\$305.76
				CHK 106	INMATE MEALS 03/12/25	100-220-520	6	\$258.19
99592	13733	TASTE OF DETROIT RESTAURANT LLC		314840	INMATE MEALS 02/28/2025	100-220-520	5	\$320.00
				314842	INMATE MEALS 03/07/25	100-220-520	6	\$370.00

Report run by: vhawkins



City of Brandon

Check Register by Department for Checks Dated 3/18/2025

Check Run #: 12949

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
99596	3733	TRAVELERS		2432R9718- FEB 25	COMMERICAL AUTO/PROPERTY INS PACKAGE	100-220-625	6	\$2,970.01
99603	5787	VACUUM TRUCK SALES & SERVICE, LLC	19027	26848	VIN #1711 2020 Kenworth T370 Leaf Collector - heavy duty suction hose - estimated postage - part is expected to ship in January 2025	100-220-636	6	\$4,477.44
99605	8048	WALTER L. HARVEY		03/04/2025	INMATE MEALS 03/04/25	100-220-520	5	\$280.00
99610	2429	WEST RANKIN UTILITY AUTHORITY	18532	SW-0325	SANITATION (SOLID WASTE) SERVICE	100-220-603	6	\$155,121.05
Total For Department			100-220					\$166,562.87
Fund Total			100					\$166,562.87



City of Brandon

Check Register by Department for Checks Dated 3/18/2025

Check Run #: 12949

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
Dept#	314-600							
99530	5975	HEMPHILL CONSTRUCTION COMPANY INC		PAY REQUEST #3-03/10/25-A	SB2948 the Dining Pointexter New Parking Lot Project	314-600-717	6	\$56,815.14
				H24192-04- 49387	HB1353/WO#49387 22 CROSSWOODS storm drain pipe replacement - FY25 Commodity Bid Pricing	314-600-702	6	\$24,580.75
				H24192-04- 55175	HB1353/WO#55175- 55 TERRAPIN HILL RD N-storm drain replacement ***work not completed as of this invoice date - FY25 Commodity Bid Pricing	314-600-702	6	\$4,439.96
99531	5975	HEMPHILL CONSTRUCTION COMPANY INC		PAY REQUEST #1-03/10/25	MDEQ MCWI GRANT 2024 Hwy 80 Water Line Improvements Project	314-600-718		\$110,513.74
99559	894	NEEL-SCHAFFER, INC.		1104343	CITY OF BRANDON NRCS RICHLAND CR STONEBRIDGE	314-600-720	6	\$1,622.17
99594	3187	THORNTON CONSTRUCTION CO INC		PAY REQUEST #3-03/10/25	MSDH SRLF Cornerstone Grants Ferry Parkway Waterline Extension Project	314-600-701		\$186,949.99
		Total For Department		314-600				\$384,921.75



City of Brandon

Check Register by Department for Checks Dated 3/18/2025

Check Run #: 12949		Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
Check#	Vendor#							
Fund Total				314				\$384,921.75



City of Brandon
Check Register by Department for Checks Dated 3/18/2025

Check Run #: 12949

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	Acct Per.	Detail Amount
400-000								
99609	1983	WEST RANKIN UTILITY AUTHORITY		03/03/2025	WEST RANKIN TAP FEES FEB 2025	400-000-371		\$6,600.00
Total For Department								
400-450								
99553	792	MS DEVELOPMENT AUTHORITY	18521	50794-APRIL 25	GMS 50794 CAP LOAN #16-CP-01 LUCKNEY	400-450-892	5	\$1,930.69
99554	792	MS DEVELOPMENT AUTHORITY	18520	50717-APRIL 25	GMS 50717	400-450-851	5	\$842.30
99608	1315	WEST RANKIN UTILITY AUTHORITY	18531	WW-0325	WASTEWATER SEWER BILLING	400-450-851		\$643.57
						400-450-892		\$3,403.50
Total For Department								
400-670								
99549	6168	MIPCO IMPRESSION PRODUCTS, INC.	18539	265455	PUBLIC WORKS COPIER	400-670-640	5	\$378.39
99566	985	POSTAGE BY PHONE		03/11/2025	POSTAGE BY MAIL	400-670-691	6	\$52.87
99568	9654	PROTEL, INC	19030	250200454	Call Center December 2024 - September 2025	400-670-600	6	\$3,103.00
99587	1141	SOUTHERN PINE ELECTRIC		14880459	128 HEBRON HILL DR METER READING ANTENNA	400-670-630	6	\$34.61
99590	3699	STAPLES CONTRACT & COMMERCIAL,	19297	6025679177	Office Supplies	400-670-500	5	\$29.82

Report run by: vhawkins



City of Brandon

Check Register by Department for Checks Dated 3/18/2025

Check Run #: 12949

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
99596	3733	TRAVELERS		2432R9718- FEB 25	COMMERICAL AUTO/PROPERTY INS PACKAGE	400-670-500 400-670-625	5 6	\$0.00 \$495.00
Total For Department				400-670				\$4,093.69
Dept#	400-673							
99489	4919	BROADBAND VOICE, LLC		125093	CITY SHOP PHONE- 03/01/25-03/31/25	400-673-605	5	\$110.35
99493	201	CARR PLUMBING		S1946653.001	WO #56774- CHANGE OUT METERS PART NEEDED TO COMPLETE	400-673-637	6	\$8.19
99497	1999	CINTAS CORPORATION NO 210		4221910445	UNIFORMS	400-673-535	6	\$4.51
				4222741019	UNIFORMS	400-673-535	6	\$12.30
				4223380722	UNIFORMS	400-673-535	6	\$4.51
99503	274	CONSOLIDATED PIPE & SUPPLY CO., INC.	19288	MS0048620	Stock at Shop / using for water repair on Worley Drive	400-673-535 400-673-550	6 6	\$12.30 \$150.00
99504	2442	CORE & MAIN, LP		V786312	PARTS FOR WORKING ON METERS	400-673-550 400-673-637	6 6	\$250.00 \$63.00
99506	4870	CROW BURLINGAME CO.		19249 6006-9574	Stock at Shop	400-673-525	6	\$810.00
						400-673-525	6	\$69.00
						400-673-525	6	\$69.00
						400-673-550	6	\$110.00
				19255 6006-9579	VIN #1794 2005 International 7400	400-673-635	6	\$47.24

Report run by: vhawkins



City of Brandon

Check Register by Department for Checks Dated 3/18/2025

Check Run #: 12949

Check# Vendor# Vendor Name

				vhawkins			Detail Amount
PO#	Invoice#	Description	GL Acct#	Acct Per.			
		Dump Truck					
			400-673-635	6		\$107.90	
			400-673-635	6		\$27.82	
			400-673-635	6		\$36.03	
			400-673-635	6		\$8.82	
		VIN #5863 2002 Chevy Trailblazer					
19256	6006-9578						
			400-673-635	6		\$17.63	
			400-673-635	6		\$19.84	
			400-673-635	6		\$8.82	
		VIN #3101 2019 Ford F550					
19258	6006-9571						
			400-673-635	6		\$57.28	
			400-673-635	6		\$732.00	
		VIN #0992 2015 Ford F150 - replace Radio AC Panel - A/C & Heat are not working					
19268	6006-9781						
			400-673-635	6		\$8.82	
		VIN #2318 2009 Ford F150					
19323	6006-9876						
			400-673-635	6		\$9.01	
			400-673-635	6		\$8.20	
		VIN #2299 2022 Ford Maverick XLT					
19333	6006-9570						
			400-673-635	6		\$18.45	
			400-673-635	6		\$22.55	
			400-673-636	5		\$664.32	
		VIN #5972 CAT 305E2 Mini Excavator - new bucket					
19101	38352-A						
			400-673-636	5		\$250.00	
			400-673-550	6		\$24.80	
		Items for City Shop: Tarp Straps, Shop Vac, Lift Jack, and Electrical Tape					
19040	38304						
			400-673-550	6		\$28.90	
			400-673-550	6		\$359.90	
			400-673-550	6		\$296.95	



Check Run #: 12949

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	Acct Per.	Detail Amount
			19244	38473	1) Replacment batteries 2) Vise for holding items for welding	400-673-550 400-673-550	6 6	\$77.70 \$199.99
			19250	38475	1) Tools for Emanuel "Tank" Taylor (SWR) 2) Tripod for City Shop - work on vehicles & welding	400-673-550 400-673-550	6 6	\$179.99 \$77.90
			19324	38497	STOCK: 1) Floor Sweep, 2) Oil Dry, 3) Carwash SHOP: 1) White/Green Strobe LED lights and wiring, 2) 5 Gallon Chemical Rust remove & paint prep	400-673-550	6	\$395.40
						400-673-550 400-673-550 400-673-550 400-673-550 400-673-550 400-673-604	6 6 6 6 6 6	\$96.00 \$239.97 \$198.40 \$205.92 \$129.95 \$4,895.00
99508	14128	DAVID GRUMPY FARMER, INC	19206	2725-01B	Road bore - 3533 Highway 18 - Varner to move water meter	400-673-550	6	\$346.31
99512	13523	DIXIE AUTOMOBILE SHOP EQ INC	19248	24975	New lift pedestals for Bay 3 at City Shop	400-673-550	6	\$180.00
99517	370	ELCON ELECTRICAL CO. INC.	52537		SERVICE CALL	400-673-636	6	\$857.61
99520	860	FLEETCOR TECHNOLOGIES	NP68028749		ACCT #126876-FUEL FOR WEEK 03-24-25-03-02-25	400-673-525	5	
			NP68075208		ACCT #126876-FUEL FOR WEEK 03/03/2025-	400-673-525	6	\$963.58



City of Brandon

Check Register by Department for Checks Dated 3/18/2025

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Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
99521	463	FREDERICK'S SALES & SERV.	19251	01-112548	03/09/2025 Portable Air Compressor Motor: Honda GX390 - new carburetor & gas tank	400-673-636	6	\$51.74
99524	11630	GORDON RAY LEWIS	19369	000201	remove and replace ceiling grid in kitchen, replace part of grid in break room and office.	400-673-636	6	\$4,700.00
99522	476	GEORGE'S DOOR SERVICE	19358	052306	service maintenance 3 overhead doors and repair 1 door.	400-673-550 400-673-550 400-673-636	6 6 6	\$209.95 \$21.93 \$385.00
99525	10018	GREG ROBERTS	INV112121832		PROF SERV AGREEMENT B/A 03/18/24	400-673-636 400-673-637	6 6	\$200.00 \$1,600.00
99526	4297	GRINER DRILLING SERVICE, INC	5182984		WO #56713 LAKEBEND WELL 1 INSTALL NEW VALVE	400-673-636	6	\$4,387.65
99530	5975	HEMPHILL CONSTRUCTION COMPANY	H24023-08-		WO#52156-fire	400-673-637	6	\$21,213.10

Report run by: vhawkins



City of Brandon

Check Register by Department for Checks Dated 3/18/2025

Check Run #: 12949

Check# Vendor# Vendor Name

vhawkins
Acct Per. Detail Amount

GL Acct#

Description

PO# Invoice#

INC

52156

hydrant
repair/replacement -
FY24 Commodity Bid
Pricing

\$28,049.04

400-673-637

6

\$28,049.04

WO#55372 water
leak repair - FY24
Commodity Bid
Pricing

\$5,029.00

400-673-637

6

\$5,029.00

WO#56764-102
ROSEWOOD LANE
water leak repair -
FY25 Commodity Bid
Pricing

\$5,416.20

400-673-637

6

\$5,416.20

WO#55976-5091
MEADOWOOD
water leak repair
FY25 Commodity Bid
Pricing

\$13,619.10

400-673-637

6

\$13,619.10

WO#56878-106
THE HILLS-
emergency water
leak repair -
damaged by Entergy
boring contractor

\$5,416.20

400-673-637

6

\$5,416.20

WO#56615-
CORNER OF
WOODGATE AND
LONGMEADOW-
emergency water
leak repair -
damaged by Verizon
boring contractor

\$183.94

400-673-550

6

\$183.94

Tools for water crew

\$52.06

400-673-550

5

\$52.06

Shop Supplies - hand
towel roll
Also receiving new
towel dispensers
(87510) Tork
Electronic Roll Towel
Dispenser Black -



City of Brandon

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Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
99535	13474	JAMES LESTER SULLIVAN	19359	1437	Qty: 2) at no cost Marquette Road at Boyce Thompson Drive Sidewalk Repair Due to water leak repair on 2/26/2025	400-673-637	6	\$4,975.00
99538	10529	K&S TRUCKING LLC	19266	28493	VIN #2427 2004 GMC Sierra Mosquito Truck - alignment following front end work	400-673-635	6	\$100.00
			19311	28626	VIN #3101 2019 Ford F550 - New Tires - Qty: 2	400-673-540	6	\$370.00
			19313	28628	VIN #2427 2004 GMC Sierra Mosquito Truck - new tires - Qty: 2	400-673-540	6	\$280.00
99543	12879	MAGCOR INDUSTRIES		134472	P/R REIMBURSEMENT FOR WORK RELEASE - 02/16/25-03/1/25	400-673-604	6	\$5,509.96
99549	6168	MIPCO IMPRESSION PRODUCTS, INC.	18538	265456	SHOP COPIER	400-673-640	5	\$195.75
99561	7173	NJ FARMS INC	19328	0338	245 Stonebridge Blvd - concrete repair following water repair WO #55777	400-673-637	6	\$1,400.00
99566	985	POSTAGE BY PHONE		03/11/2025	POSTAGE BY MAIL	400-673-691	6	\$6.47
99569	1000	PUCKETT MACHINERY COMPANY	18587	WOEN5521767	Generator Service Agreement FY25	400-673-636	5	\$215.00
			18587	WOEN5521799	Generator Service Agreement FY25	400-673-636	5	\$215.00
			18587	WOEN5521802	Generator Service Agreement FY25	400-673-636	5	\$305.00
			18587	WOEN5521803	Generator Service Agreement FY25	400-673-636	5	\$305.00



City of Brandon

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Check Run #: 12949

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
99570	1000	PUCKETT MACHINERY COMPANY	18587	WOEN5521910	Generator Service Agreement FY25	400-673-636		\$305.00
99574	1015	RANKIN COUNTY COOPERATIVE	19263	305280	Rubber Boots for MAGCOR crew	400-673-535	6	\$209.93
			19307	305491	New Hire: Brent King Work Boots and Pants (6)	400-673-535	6	\$139.99
						400-673-535	6	\$56.99
						400-673-535	6	\$119.98
						400-673-535	6	\$56.99
						400-673-535	6	\$46.99
						400-673-535	6	\$49.99
						400-673-550	6	\$97.20
99577	1038	REDDY ICE-JACKSON	18528	38-585663	ICE-CITY SHOP CREW			\$3,000.00
99582	3974	SAMPLE HICKS & ASSOCIATES INC		0325-4	DWISRLF-LOAN DWI-LS610003-05(CORNERSTONE/GRANTS FERRY PKWY WATERLINE EXTENSION)	400-673-607	6	
99587	1141	SOUTHERN PINE ELECTRIC		14882228	11 CROSSWOODS RD-NEW LAKEBEND WATER WELL	400-673-630	6	\$4,068.99
99588	4779	SOUTHERN PIPE & SUPPLY CO, INC	19231	480988-00	1" Poly for installing water meter line at 3533 Highway 18	400-673-637	5	\$220.00
99596	3733	TRAVELERS		2432R9718-FEB 25	COMMERICAL AUTO/PROPERTY INS PACKAGE	400-673-625	6	\$4,455.02
99597	4669	TRUSTCARE HEALTH, LLC		10574K19538	DRUG SCREEN/NON DOT PHYSICAL	400-673-600	5	\$60.00
99606	1292	WARING OIL CO.	18577	403181	Stock at Shop Diesel for tank at City Shop October 2024 -	400-673-525	6	\$1,362.76



City of Brandon

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Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
99613	4949	WILLIAMS EQUIPMENT & SUPPLY CO	19309	S-4347622	September 2025 Stock at Shop - marking flags	400-673-550	6	\$108.60
						400-673-550	6	\$108.60
						400-673-550	6	\$45.00
Total For Department 400-673								
99484	2948	BISHOP'S HIGH VELOCITY DRAIN SERVICE, INC.		27378	WO #57220-306 ROLLINGWOOD AVE CAMERA SEWER LINE	400-680-604	6	\$930.00
99497	1999	CINTAS CORPORATION NO 210		4221910445	UNIFORMS	400-680-535	6	\$5.73
						400-680-535	6	\$7.60
						400-680-535	6	\$0.00
						400-680-535	6	\$8.26
				4222741019	UNIFORMS	400-680-535	6	\$5.73
						400-680-535	6	\$7.60
						400-680-535	6	\$0.00
						400-680-535	6	\$8.26
				4223380722	UNIFORMS	400-680-535	6	\$5.73
						400-680-535	6	\$7.60
						400-680-535	6	\$0.00
						400-680-535	6	\$8.26
99506	4870	CROW BURLINGAME CO.	19240	6006-9754	VIN #2708 2018 Ford F150 - blend door actuator for heating & cooling system	400-680-635	6	\$29.73
			19259	6006-9572	VIN #4194 2019 Ford F550	400-680-635	6	\$8.82
						400-680-635	6	\$57.28



City of Brandon

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Check Run #: 12949

Check# Vendor# Vendor Name

Check Run #: 12949			vhawkins	
Check#	Vendor#	Vendor Name	Acct Per.	Detail Amount

Report run by: vhawkins



City of Brandon
Check Register by Department for Checks Dated 3/18/2025

Check Run #: 12949

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
99520	860	FLEETCOR TECHNOLOGIES		NP68028749	ACCT #126876- FUEL FOR WEEK 03-24-25-03-02-25	400-680-525	5	\$584.74
				NP68075208	ACCT #126876- FUEL FOR WEEK 03/03/2025- 03/09/2025	400-680-525	6	\$384.70
99523	144	GILMORE BROS BUILDING SUPPLY	19171	145321	Items for Tank Taylor to repair fences at various lift stations	400-680-637	6	\$15.98
						400-680-637	6	\$10.99
						400-680-637	6	\$5.38
						400-680-637	6	\$114.99
						400-680-637	6	\$114.99
						400-680-637	6	\$78.99
						400-680-637	6	\$9.95
						400-680-637	6	\$14.99
						400-680-637	6	\$45.96
						400-680-637	6	\$52.99
						400-680-637	6	\$21.99
						400-680-637	6	\$6.49
						400-680-637	6	\$220.50
99528	5991	HARVEY SERVICES INC		7437	WO#57209 815 LOUIS WILSON DRIVE GRINDER PUMP REPAIR	400-680-636	6	\$750.00
				7452	WO#57316 230 EASTWOOD DR INSTALLED NEW CHAMPION GRINDER	400-680-722	6	\$2,050.00
99529	9198	HD SUPPLY INC	19166	INV00613027	Shop Supplies - Orange gloves for sewer dept	400-680-550	5	\$889.40
99530	5975	HEMPHILL CONSTRUCTION COMPANY INC	H24192-01- 55131	WO#55131- 308 SHILOH RD manhole		400-680-637	6	\$5,795.24

Report run by: vhawkins

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03/13/2025



City of Brandon

Check Register by Department for Checks Dated 3/18/2025

Check Run #: 12949

Check# Vendor# Vendor Name

PO# Invoice#

Description

GL Acct#

vhawkins
Acct Per.

Detail Amount

99544	2999	MAGNOLIA PUMP & EQUIP INC	19200	4439	repair FY25 Commodity Bid Pricing				
99558	10521	MUNICIPALSAVINGS.COM	19325	5311	WO 55712- 123 LONGMEADOW- Hunters Woods Sewer Repair Project - Group 4 of 6	H24192-04- 55712	400-680-637	6	\$18,685.67
99569	1000	PUCKETT MACHINERY COMPANY	18587	WOEN5551800	WO#55714- 140 LONGMEADOW- Hunters Woods Sewer Repair Project - Group 4 of 6	H24192-04- 55714	400-680-637	6	\$9,733.76
99574	1015	RANKIN COUNTY COOPERATIVE	18587	WOEN5521801	WO# 55715- 182 WOODGATE- Hunters Woods Sewer Repair Project - Group 5 of 6	H24192-04- 55715	400-680-637	6	\$4,866.88
99587	1141	SOUTHERN PINE ELECTRIC	19264	305263	Stock at Shop - Champion grinder pump		400-680-722	5	\$3,900.00
					Stock at Shop Sewer Solvent - Degreaser		400-680-550	6	\$2,639.45
					Generator Service Agreement FY25		400-680-636	5	\$315.00
					Generator Service Agreement FY25		400-680-636	5	\$315.00
					Work Pants for Van Croxtton		400-680-535	6	\$328.93
					HWY 18 BYPASS EAST BRANDON LIFT STATION		400-680-630	6	\$433.71
					HWY 468 LIFT STATION		400-680-630	6	\$611.61
					252 GREENFIELD RIDGE DR LIFT STATION		400-680-630	6	\$84.57



City of Brandon

Check Register by Department for Checks Dated 3/18/2025

Check Run #: 12949

Check# Vendor# Vendor Name

		PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
99596	3733		14880460	658 CONTI DR LIFT STATION	400-680-630	6	\$64.79
			14880461	965 FILMORE DR LIFT STATION	400-680-630	6	\$71.46
			14880462	WILLOW CREEK DR/GFLD RNCH/CNTRY MDWS LIFT STATION	400-680-630	6	\$308.74
			14880463	W GOVERNMENT ST LIFT STATION	400-680-630	6	\$1,239.95
			14880466	HWY 18 SEWER LIFT STATION	400-680-630	6	\$64.38
			14880474	208 DUCLAIR CT LIFT STATION	400-680-630	6	\$54.00
			14880475	140 GRANDEUR DR LIFT STATION IN BACK YARD	400-680-630	6	\$42.00
			14880476	109 MORGAN LN LIFT STATION	400-680-630	6	\$67.67
			14880477	5010 GLEN RIDGE DR LIFT STATION	400-680-630	6	\$52.45
			14880481	ROUSE DR LIFT STATION	400-680-630	6	\$49.00
			14880483	136 PROVONCE PARK LIFT STATION	400-680-630	6	\$104.24
99597	4669		2432R9718- FEB 25	COMMERICAL AUTO/PROPERTY INS PACKAGE	400-680-625	6	\$1,980.01
			10574K19538	DRUG SCREEN/NON DOT PHYSICAL	400-680-600	5	\$60.00
Total For Department							\$62,454.97



City of Brandon
Check Register by Department for Checks Dated 3/18/2025

Check Run #: 12949		Vendor Name		PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
Check#	Vendor#								
Fund Total					400				\$484,437.10
Grand Total									\$1,499,153.37

7173	12/12/2025	Check 98717 was voided reissued check on 3/3/2025 check was fraudently deposited this has been reported to the bank
389	3/4/2025	CENTERPOINT ENRGT Check 099338 was voided reissued check on 3/5/2025 centerpoint double billed for 2 accounts. Check 099430 was reissued for \$3055.86



City of Brandon

Check Processing Confirmation

Check Run ID	Check Date	Beg. Check #	Bank Fund	Bank	User
12947	3/5/2025	99430	098	Community Bank - Payables Clearing Account	vhawkins
Check Run Updated Successfully		Count of Checks	1	Total Amount of Checks	\$3,055.86



City of Brandon

Check Processing Confirmation

Check Run ID	Check Date	Beg. Check #	Bank Fund	Bank	User
12946	3/4/2025	99429	098	Community Bank - Payables Clearing Account	vhawkins
Check Run Updated Successfully		Count of Checks	1	Total Amount of Checks	\$63.95



City of Brandon
Manual Check Batch #: 5569
Fiscal Year 2024 - 2025 6 - Mar

Vendor #	Name	PO #	Invoice #	Inv Date	Due Date	Invoice Amount		Sequence #
GL Account #	Account Description	Tax	1099	Sales Tax Amount	Liq. Amount	Detail Amount	Detail Description	
Check # 2669	Check Date: 3/13/2025							
12309	Valentine Road Corporation		31325	3/13/2025		\$75,000.00		100
004-500-603	ARTIST AGREEMENT	N			\$0.00	\$75,000.00	Deposit - Willie Nelson	
Check # 2670	Check Date: 3/11/2025							
9846	LIVE NATION WORLDWIDE INC							
004-500-615	ADVERTISING	N	120724R	3/11/2025		\$1,000.00	Advertising Invoice adjusted - BJS 12/7/24	100
				Invoice Total		\$0.00		
				Total for Check # 2669		\$0.00		
						\$75,000.00		
						\$75,000.00		
				Invoice Total		\$0.00		
				Total for Check # 2670		\$0.00		
						\$1,000.00		
						\$1,000.00		
Total for fund				004		\$0.00		\$76,000.00
Total for batch				5569		\$0.00		\$76,000.00

PROVIDER PAYMENTS

3/17/2025

FOX EVERETT/COB - REGIONS TRUST ACCOUNT HEALTH INSURANCE ACCOUNT

Invoice Date	Date Released	Check Seq. #	Invoice Amount	Disbursed Amount	Expenditure Description
2/23/2025	3/7/2025	24675	\$57.00	\$57.00	HUB International Midwest Limited
2/23/2025	3/7/2025	24676	\$4.50	\$4.50	RX Benefits
2/24/2025	3/7/2025	24677	\$9,990.22	\$9,990.22	Magellan
3/6/2025	3/7/2025	24678-24747	\$27,932.58	\$27,932.58	Medical Claims
			\$37,984.30	\$37,984.30	

CURRENT BALANCE OF HEALTH INSURANCE ACCOUNT

\$	416,556.39
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Board Approval Procedure - Statement should be submitted to Board for Approval at the next scheduled meeting

Memo

To: Mayor and Board of Aldermen

From: Niki Jobe

Date: 2/28/2025

Re: Request for Approval of February 2025 Electronic Fund Transfers

	<u>Date</u>	<u>Amount</u>
February 2025 Deferred Compensation Transfer	<u>2/7/2025</u>	<u>\$1,797.50</u>
	<u>2/21/2025</u>	<u>\$1,777.50</u>
February 2025 Retirement Transfer	<u>2/28/2025</u>	<u>\$216,352.88</u>
February 2025 Federal Tax Transfers	<u>2/7/2025</u>	<u>\$98,985.27</u>
	<u>2/21/2025</u>	<u>\$88,614.98</u>
February 2025 MS State Tax Commission	<u>2/7/2025</u>	<u>\$11,662.00</u>
	<u>2/21/2025</u>	<u>\$10,350.00</u>



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: CARLY BETH DEARMAN, PUBLIC WORKS OPERATIONS COORDINATOR
BOARD AGENDA: MARCH 17, 2025
SUBJECT: HIGHWAY 80 WATERLINE IMPROVEMENTS PROJECT
PAY REQUEST 1

Asking for your consideration to approve Pay Request 1 in the amount of \$110,513.74 from Hemphill Construction Company for the Highway 80 Waterline Improvements Project and authorize payment of the same.

On December 16, 2024, the Board awarded the project to Hemphill Construction Company as the lowest and best bid received. Two additional bids were received for the project from Thornton Construction Company, Inc. and Four Seasons, LLC.

This project will allow for the replacement of the existing 10" waterline along the South side of Highway 80 from the Trustmark Bank area to Community Way. The existing 10" waterline through this area is aged and has had continual water leaks throughout the past several years.

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

ATTACHMENTS:

- Benchmark Engineering Recommendation Letter
- Pay Request 1

GL Code: 314-600-718

Funding: MDEQ MCWI Grant

March 6, 2025

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

RE: City of Brandon
2024 Hwy 80 Waterline Improvements
Benchmark Project No.: B-11081
Pay Request #1

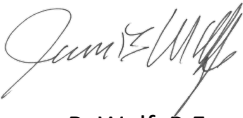
Dear Mrs. Dearman:

Please find included in this packet all documentation and paperwork necessary for approval of Pay Request #1 for construction services for the 2024 Hwy 80 Water Line Improvements Project for Hemphill Construction Co., Inc., in the amount of \$110,513.74

We have reviewed this pay request and recommend this be submitted to the Board for their approval.

Should you have any questions or need additional information, please do not hesitate to contact our office at 601-627-7783.

Sincerely,



James B. Wolf, P.E.
Benchmark Engineering & Surveying, LLC

cc: File: B-11081

APPLICATION AND CERTIFICATE FOR PAYMENT

Invoice #: H24226-01

To
Customer: City of Brandon
1000 Municipal Drive
Brandon, MS 39042

Project H24226- 2024 Hwy. 80 Waterline
Improvements, Brandon, MS

Via Engineer Benchmark Engineering & Surveying
101 Highpointe Court, Suite B
Brandon, MS 39042

Application No. JB App# 1
Period From: 2/1/2025
Period To: 2/28/2025

Distribution to :
☐ Owner
☐ Engineer
☐ Contractor

From Contracto Hemphill Construction Company, Inc.

Owner: City of Brandon
PO Drawer 879
1858 Hwy 49 South
Florence, MS 39073

External N/A

Contract No.

Contract Date: 1/7/2025

Application Date: 2/28/2025

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.
Continuation Sheet is attached.

1. Original Contract Sum	\$386,775.00
2. Net Change By Change Order	\$0.00
3. Contract Sum To Date	\$386,775.00
4. Work Completed To Date	\$116,330.25
5. Stored Materials Inventory	\$0.00
6. Total Completed and Stored To Date	\$116,330.25
7. Retainage	
a. Maximum Retainage is in effect	\$0.00
b. Securities are not furnished in lieu of Retainage.	\$5,816.51
c. Retainage on Work Completed to Date 5.00 %	\$0.00
d. Retainage on Stored Materials Inventory 0.00 %	\$5,816.51
e. Total Calculated Retainage	\$5,816.51
f. Total Retainage To Be Withheld	\$110,513.74
8. Total Earned Less Retainage	\$0.00
9. Less Previous Certificates For Payments	\$110,513.74
10. Current Payment Due	\$276,261.26
11. Balance to Finish, Plus Retainage.	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information, and belief, the work covered by this Application for Payment has been completed in accordance with the Contract Documents. That all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: Hemphill Construction Company, Inc.

By: [Signature] Date: 2/28/2025

State of: Mississippi County of: Simpson

Subscribed and sworn to before me this 28th day of February 2025

Notary Public: [Signature]

My Commission expires: January 29, 2028

ENGINEER'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Engineer certifies to the Owner that to the best of the Engineer's knowledge, information, and belief, the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$110,513.74

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ENGINEER:

OWNER:

By: [Signature] Date: 3/6/2025

Date:

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment, and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CHANGE ORDER SUMMARY	Additions	Deductions
Total changes approved in previous months by Owner	\$0.00	\$0.00
Total Approved this Month	\$0.00	\$0.00
TOTALS	\$0.00	\$0.00
Net Changes By Change Order	\$0.00	

CONTINUATION SHEET

Application and Certification for Payment, containing Engineer's signed certification is attached. Tabulations below.

Application No.: JB App# 1
Application Date: 02/28/25
Period From: 02/01/25
Period To: 02/28/25
External Contract No.:

Invoice #: H24226-01

Contract: H24226- 2024 Hwy. 80 Waterline Improvements, Brandon, MS

Item No.	Description of Item	Contract U of M	Units	Cost Per Unit	Total Cost Of Contract	Previous Quantity	Current Quantity	To Date Quantity	Previous Cost	Current Cost	Stored Materials	Total Completed and Stored	Balance to Finish	Percent Complete
10	Mobilization	LS	1.00	\$31,821.00	\$31,821.00	0.00	0.25	0.25	\$0.00	\$7,955.25	0.00	\$7,955.25	\$23,865.75	25.00%
20	Temp Erosion Control Installation & Maintenance	LS	1.00	\$8,500.00	\$8,500.00	0.00	0.25	0.25	\$0.00	\$2,125.00	0.00	\$2,125.00	\$6,375.00	25.00%
30	Removal of Existing Waterline (All types)	LF	46.00	\$10.00	\$460.00	0.00	0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	\$460.00	0.00%
40	Removal of Existing Fire Hydrant	EA	1.00	\$1,000.00	\$1,000.00	0.00	0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	\$1,000.00	0.00%
50	Connection to Existing Water Main	EA	4.00	\$2,000.00	\$8,000.00	0.00	0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	\$8,000.00	0.00%
60	6" C-900 Water main	LF	49.00	\$88.00	\$4,312.00	0.00	0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	\$4,312.00	0.00%
70	8" C-900 Water main	LF	43.00	\$110.00	\$4,730.00	0.00	0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	\$4,730.00	0.00%
80	10" C-900 Water main	LF	1,780.00	\$71.00	\$126,380.00	0.00	0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	\$126,380.00	0.00%
90	10" I.D. HDPE DR 11 (Directional Bore)	LF	425.00	\$250.00	\$106,250.00	0.00	425.00	425.00	\$0.00	\$106,250.00	0.00	\$106,250.00	\$0.00	100.00%
100	8" Gate Valve Assembly	EA	1.00	\$2,400.00	\$2,400.00	0.00	0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	\$2,400.00	0.00%
110	10" Gate Valve Assembly	EA	8.00	\$3,500.00	\$28,000.00	0.00	0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	\$28,000.00	0.00%
120	Fire Hydrant Assembly	EA	2.00	\$6,700.00	\$13,400.00	0.00	0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	\$13,400.00	0.00%
130	Connection to Existing Water Meter	EA	6.00	\$1,000.00	\$6,000.00	0.00	0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	\$6,000.00	0.00%
140	Connection to Existing Fire Hydrant	EA	2.00	\$1,000.00	\$2,000.00	0.00	0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	\$2,000.00	0.00%
150	Poly Service Line	LF	123.00	\$64.00	\$7,872.00	0.00	0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	\$7,872.00	0.00%
160	Ductile Iron Fittings	LBS	2,000.00	\$13.00	\$26,000.00	0.00	0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	\$26,000.00	0.00%
170	Rock Excavation	CY	150.00	\$51.00	\$7,650.00	0.00	0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	\$7,650.00	0.00%
180	Permanent Seed and Mulch	AC	1.00	\$2,000.00	\$2,000.00	0.00	0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	\$2,000.00	0.00%
Grand Totals					\$386,776.00				\$0.00	\$116,330.25	\$0.00	\$116,330.25	\$270,444.75	30.09%



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: CARLY DEARMAN, PUBLIC WORKS COORDINATOR
BOARD AGENDA: MARCH 17, 2025
SUBJECT: CORNERSTONE GRANTS FERRY PKWY WATERLINE EXTENSION PROJECT
PAY REQUEST 3

Asking for your consideration to approve Pay Request 3 in the amount of \$186,949.99 from Thornton Construction Company for the Cornerstone Grants Ferry Parkway Waterline Extension Project and authorize payment of the same.

On October 21, 2024, the Board awarded the bid for the Cornerstone Grants Ferry Parkway Waterline Extension Project to Thornton Construction Company, Inc. as the lowest and best bid received.

The Cornerstone Grants Ferry Parkway Waterline Extension Project will allow for a new waterline from the new Cornerstone Water Well to the existing City of Brandon water system.

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

ATTACHMENTS:

- Benchmark Engineering Recommendation Letters
- Pay Request 3

GL Code: 314-600-701

Funding: MSDH SRLF



March 3, 2025

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

RE: City of Brandon
Cornerstone / Grants Ferry Water Line Project
Benchmark Project No.: B-9909
Pay Request #3

Dear Mrs. Dearman:

Please find included in this packet all documentation and paperwork necessary for approval of Pay Request #3 for construction services for the Cornerstone / Grants Ferry Water Line Project for Thornton Construction Co., Inc., in the amount of \$186,949.99.

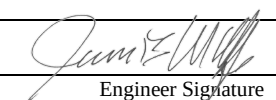
We have reviewed this pay request and recommend this be submitted to the Board for their approval.

Should you have any questions or need additional information, please do not hesitate to contact our office at 601-627-7780.

Sincerely,

James B. Wolf, P.E.
Benchmark Engineering & Surveying, LLC

cc: File: B-9909

Contractor's Application for Payment No.				3																																																																																																	
		Application Period: 2/1/2025 - 2/28/2025	Application Date: 2/28/2025																																																																																																		
To (Owner): City of Brandon, MS		From (Contractor): Thornton Construction Company, Inc.		Via (Engineer): Benchmark Engineering & Surveying, LLC																																																																																																	
Project: Cornerstone / Grants Ferry Parkway Waterline Extension		Contract: Cornerstone / Grants Ferry Parkway Waterline Extension Project No. DWI-L610003-05																																																																																																			
Owner's Contract No.: DWI-L610003-05		Contractor's Project No.: T24011		Engineer's Project No.: NA																																																																																																	
Application For Payment Change Order Summary <table border="1"> <tr> <td colspan="3">Approved Change Orders</td> <td colspan="3">1. ORIGINAL CONTRACT PRICE..... \$ \$1,299,320.00</td> </tr> <tr> <td>Number</td> <td>Additions</td> <td>Deductions</td> <td colspan="3">2. Net change by Change Orders..... \$ \$0.00</td> </tr> <tr> <td></td> <td></td> <td></td> <td colspan="3">3. Current Contract Price (Line 1 ± 2)..... \$ \$1,299,320.00</td> </tr> <tr> <td></td> <td></td> <td></td> <td colspan="3">4. TOTAL COMPLETED</td> </tr> <tr> <td></td> <td></td> <td></td> <td colspan="3">(Column K+L total on Progress Estimates)..... \$ \$1,037,650.00</td> </tr> <tr> <td></td> <td></td> <td></td> <td colspan="3">5. TOTAL STORED (see stored material summary sheet) \$13,770.46</td> </tr> <tr> <td></td> <td></td> <td></td> <td colspan="3">6. COMPLETED AND STORED TO DATE \$1,051,420.46</td> </tr> <tr> <td></td> <td></td> <td></td> <td colspan="3">7. RETAINAGE:</td> </tr> <tr> <td></td> <td></td> <td></td> <td colspan="3">a. 5% X \$1,037,650.00 Work Completed..... \$ \$51,882.50</td> </tr> <tr> <td></td> <td></td> <td></td> <td colspan="3">b. 5% X \$13,770.46 Stored Material..... \$ \$688.52</td> </tr> <tr> <td></td> <td></td> <td></td> <td colspan="3">c. Total Retainage (Line 7.a + Line 7.b)..... \$ \$52,571.02</td> </tr> <tr> <td></td> <td></td> <td></td> <td colspan="3">8. AMOUNT ELIGIBLE TO DATE (Line 6 - Line 5.c)..... \$ \$998,849.44</td> </tr> <tr> <td></td> <td></td> <td></td> <td colspan="3">9. LESS PREVIOUS PAYMENTS (Line 8 from prior Application)..... \$ \$811,899.45</td> </tr> <tr> <td></td> <td></td> <td></td> <td colspan="3">10. AMOUNT DUE THIS APPLICATION..... \$ \$186,949.99</td> </tr> <tr> <td></td> <td></td> <td></td> <td colspan="3">11. BALANCE TO FINISH, PLUS RETAINAGE \$ \$300,470.56</td> </tr> <tr> <td colspan="3"> TOTALS \$0.00 \$0.00 NET CHANGE BY CHANGE ORDERS \$0.00 </td> <td colspan="3"></td> </tr> </table>						Approved Change Orders			1. ORIGINAL CONTRACT PRICE..... \$ \$1,299,320.00			Number	Additions	Deductions	2. Net change by Change Orders..... \$ \$0.00						3. Current Contract Price (Line 1 ± 2)..... \$ \$1,299,320.00						4. TOTAL COMPLETED						(Column K+L total on Progress Estimates)..... \$ \$1,037,650.00						5. TOTAL STORED (see stored material summary sheet) \$13,770.46						6. COMPLETED AND STORED TO DATE \$1,051,420.46						7. RETAINAGE:						a. 5% X \$1,037,650.00 Work Completed..... \$ \$51,882.50						b. 5% X \$13,770.46 Stored Material..... \$ \$688.52						c. Total Retainage (Line 7.a + Line 7.b)..... \$ \$52,571.02						8. AMOUNT ELIGIBLE TO DATE (Line 6 - Line 5.c)..... \$ \$998,849.44						9. LESS PREVIOUS PAYMENTS (Line 8 from prior Application)..... \$ \$811,899.45						10. AMOUNT DUE THIS APPLICATION..... \$ \$186,949.99						11. BALANCE TO FINISH, PLUS RETAINAGE \$ \$300,470.56			TOTALS \$0.00 \$0.00 NET CHANGE BY CHANGE ORDERS \$0.00					
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			10. AMOUNT DUE THIS APPLICATION..... \$ \$186,949.99																																																																																																		
			11. BALANCE TO FINISH, PLUS RETAINAGE \$ \$300,470.56																																																																																																		
TOTALS \$0.00 \$0.00 NET CHANGE BY CHANGE ORDERS \$0.00																																																																																																					
Contractor's Certification The undersigned Contractor certifies, to the best of its knowledge, the following: (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment; (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrances); and (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.			Recommended by Engineer:  3/3/2025 _____ Engineer Signature Date Project Engineer _____ Title																																																																																																		
			Approved by Owner: _____ _____ Owner Signature Date _____ Title																																																																																																		
			Approved by Funding Agency: _____ _____ Funding Agency Signature Date _____ Title																																																																																																		
Contractor Signature By:  Date: 2/28/2025																																																																																																					

Cornerstone / Grants Ferry Pkwy Water Line Extension
Brandon, MS
T24011 EST #3
FEB. 1, 2025 Through FEB. 28, 2025

	A	B	C	D	E	F			G		H	I	J	K		L	
Item No.	Pay Item No.	Description of Item	Qty	Unit	Cost Per Unit	Total Cost	Qty Completed To Date	Qty Completed Previous Appl.	Qty This Period	Previous Total	Current Total	Materials Presently Stored	Total Completed & Stored To Date	% Complete	Balance To Finish - Units	Balance To Finish - Value	Retainage If Applicable 5%
1	1	Mobilization -	1	LS	\$ 12,890.00	\$ 12,890.00	100.00%	90.00%	10.00%	\$ 11,601.00	\$ 1,289.00	\$ -	\$ 12,890.00	100.00%	0.00	\$ -	\$ 644.50
2	2	Clearing & Grubbing	1.5	AC	\$ 4,500.00	\$ 6,750.00	0.00	0.00	0.00	\$ -	\$ -	\$ -	\$ -	0.00%	1.50	\$ 6,750.00	\$ -
3	3	Temporary Erosion Control	1	LS	\$ 5,000.00	\$ 5,000.00	80.00%	50.00%	30.00%	\$ 2,500.00	\$ 1,500.00	\$ -	\$ 4,000.00	80.00%	0.20	\$ 1,000.00	\$ 200.00
4	4	Connection to Existing 10" Water Line	2	EA	\$ 2,500.00	\$ 5,000.00	0.00	0.00	0.00	\$ -	\$ -	\$ -	\$ -	0.00%	2.00	\$ 5,000.00	\$ -
5	5	12" C-900 Water Main (Open Cut)	9265	LF	\$ 50.00	\$ 463,250.00	8972.00	7108.00	1864.00	\$ 355,400.00	\$ 93,200.00	\$ -	\$ 448,600.00	96.84%	293.00	\$ 14,650.00	\$ 22,430.00
6	6	12" C-900 Water Main (In Casing)	390	LF	\$ 65.00	\$ 25,350.00	280.00	20.00	260.00	\$ 1,300.00	\$ 16,900.00	\$ -	\$ 18,200.00	71.79%	110.00	\$ 7,150.00	\$ 910.00
7	7	12" ID HDPE DR-11 Water Main (Directional Drill)	1500	LF	\$ 150.00	\$ 225,000.00	1500.00	1500.00	0.00	\$ 225,000.00	\$ -	\$ -	\$ 225,000.00	100.00%	0.00	\$ -	\$ 11,250.00
8	8	24" Steel Casing (Bored)	250	LF	\$ 550.00	\$ 137,500.00	260.00	0.00	260.00	\$ -	\$ 143,000.00	\$ -	\$ 143,000.00	104.00%	(10.00)	\$ (5,500.00)	\$ 7,150.00
9	9	24" Steel Casing (Bored) RR Crossing ONLY	120	LF	\$ 1,600.00	\$ 192,000.00	0.00	0.00	0.00	\$ -	\$ -	\$ 13,770.46	\$ 13,770.46	7.17%	120.00	\$ 178,229.54	\$ 688.52
10	10	24" Steel Casing (Open Cut)	20	LF	\$ 300.00	\$ 6,000.00	20.00	20.00	0.00	\$ 6,000.00	\$ -	\$ -	\$ 6,000.00	100.00%	0.00	\$ -	\$ 300.00
11	11	Fire Hydrant Assembly	11	EA	\$ 7,000.00	\$ 77,000.00	11.00	7.00	4.00	\$ 49,000.00	\$ 28,000.00	\$ -	\$ 77,000.00	100.00%	0.00	\$ -	\$ 3,850.00
12	12	12" Gate Valve Assembly	9	EA	\$ 5,000.00	\$ 45,000.00	9.00	4.00	5.00	\$ 20,000.00	\$ 25,000.00	\$ -	\$ 45,000.00	100.00%	0.00	\$ -	\$ 2,250.00
13	13	Ductile Iron Fittings	3072	LBS	\$ 15.00	\$ 46,080.00	3864.00	1935.00	1929.00	\$ 29,025.00	\$ 28,935.00	\$ -	\$ 57,960.00	125.78%	(792.00)	\$ (11,880.00)	\$ 2,898.00
14	14	Gravel Driveway Remove & Replace	480	SY	\$ 25.00	\$ 12,000.00	0.00	0.00	0.00	\$ -	\$ -	\$ -	\$ -	0.00%	480.00	\$ 12,000.00	\$ -
15	15	Railroad Mobilization/Administration Fee	2	EA	\$ 2,000.00	\$ 4,000.00	0.00	0.00	0.00	\$ -	\$ -	\$ -	\$ -	0.00%	2.00	\$ 4,000.00	\$ -
16	16	Railroad Flagging & Construction Observation Services	10	DAYS	\$ 2,700.00	\$ 27,000.00	0.00	0.00	0.00	\$ -	\$ -	\$ -	\$ -	0.00%	10.00	\$ 27,000.00	\$ -
17	17	KCS Signage	2	EA	\$ 100.00	\$ 200.00	0.00	0.00	0.00	\$ -	\$ -	\$ -	\$ -	0.00%	2.00	\$ 200.00	\$ -
18	18	Permanent Seed & Mulch	6	AC	\$ 800.00	\$ 4,800.00	0.00	0.00	0.00	\$ -	\$ -	\$ -	\$ -	0.00%	6.00	\$ 4,800.00	\$ -
19	19	Undercut Excavation	100	CY	\$ 5.00	\$ 500.00	0.00	0.00	0.00	\$ -	\$ -	\$ -	\$ -	0.00%	100.00	\$ 500.00	\$ -
20	20	Select Bedding	100	CY	\$ 40.00	\$ 4,000.00	0.00	0.00	0.00	\$ -	\$ -	\$ -	\$ -	0.00%	100.00	\$ 4,000.00	\$ -
Total Base Bid Contract						\$ 1,299,320.00				\$ 699,826.00	\$ 337,824.00	\$ 13,770.46	\$ 1,051,420.46	80.9%		\$ 247,899.54	\$ 52,571.02

Project: Cornerstone / Grants Ferry Pkwy Water Line Extension
Estimate #: T24011 EST #3
Date: FEB. 1, 2025 Through FEB. 28, 2025
Owner/GC: Brandon, MS

A	B	C	D	E	F	G	H		I	J	K		L	M	N	O
			Invoice													
Pay Item No.	Description of Material	Vendor	No.	Date	Unit of Measure	Quantity Delivered Previous Period	Quantity Delivered This Period	Value of Materials Delivered This Period	Total Quantity Delivered To Date	Quantity Installed Previous Periods	Quantity Installed This Period	Value of Materials Consumed This Period	Total Quantity Installed To Date	Stored Material End Of This Period	Unit Price	Value Of Materials
9	24" Steel Casing (Bored) RR Crossing ONLY TOTAL PRICE	Southern Pipe & Supply	See Attaced Invoices	12/18/2024	LF	120	0	\$0.00	120	0	0	\$0.00	0	120	\$114.75	\$13,770.46
	24" Steel Casing (Bored) RR Crossing ONLY	Southern Pipe & Supply	See Attaced Invoices	12/18/2024	LF	120	0	\$0.00	120	0	0	\$0.00	0	120	\$109.13	\$13,095.60
	24" x 12" Poly Spacer	Southern Pipe & Supply	See Attaced Invoices	12/17/2024	EA	20	0	\$0.00	20	0	0	\$0.00	0	20	\$28.48	\$569.60
	24" x 12" End Seal	Southern Pipe & Supply	See Attaced Invoices	12/17/2024	EA	2	0	\$0.00	2	0	0	\$0.00	0	2	\$52.63	\$105.26
	Totals							\$0.00				\$0.00				\$13,770.46
	Totals							\$0.00				\$0.00				\$13,770.46



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: CARLY BETH DEARMAN, PUBLIC WORKS OPERATIONS COORDINATOR
BOARD AGENDA: MARCH 17, 2025
SUBJECT: DINING POINDEXTER NEW PARKING LOT PROJECT
PAY REQUEST 3

Asking for your consideration to approve Pay Request 3 in the amount of \$56,815.14 from Hemphill Construction Company for the Dining Poindexter New Parking Lot Project and authorize payment of the same.

On October 7, 2024, the Board awarded the bid for the Dining Poindexter New Parking Lot Project to Hemphill Construction Company as the lowest and best bid received. The Dining Poindexter New Parking Lot Project will allow for a new parking lot to be built on the Southwest corner of Dining Street and Poindexter Street intersection for additional public parking.

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

ATTACHMENTS:

- Benchmark Engineering Recommendation Letter
- Pay Request 3

GL Code: 314-600-717

Funding: Senate Bill 2948

March 04, 2025

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

RE: City of Brandon
Dining/Poindexter Parking Lot
B-11025
Pay Request No. 3

Dear Mrs. Dearman:

Please find included in this packet all documentation and paperwork necessary for approval of Pay Request No. 3 for construction services for the City of Brandon Dining/Poindexter Parking Lot in the total amount of **\$56,815.14**.

We have reviewed this pay request and recommend this be submitted to the Board for their approval.

Please note that in accordance with *MS Code §31-5-33*, the project is over 50% complete and retainage has been reduced to 2.5%.

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: Matthew Miller, P.E., P.L.S. (Benchmark)

File: B-11025

APPLICATION AND CERTIFICATE FOR PAYMENT

Invoice #: H24202-03

To City of Brandon
Customer: 1000 Municipal Drive
Brandon, MS 39042

Project H24202- Dining/Poindexter Parking Lot
Brandon

Via Engineer Benchmark Engineering & Surveying
LLC
660 Katherine Drive Suite 302
Flowood, MS 39232

Application No. JB App #3

Period From: 2/1/2025

Period To: 2/28/2025

Distribution to :

☐ Owner
☐ Engineer
☐ Contractor
☐
☐

From Contracto Hemphill Construction Company, Inc.
PO Drawer 879
1858 Hwy 49 South
Florence, MS 39073

Owner: City of Brandon
1000 Municipal Drive
Brandon, MS 39042

External B-11025
Contract No.

Contract Date: 10/25/2024

Application Date: 3/3/2025

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.
Continuation Sheet is attached.

1. Original Contract Sum	\$336,945.00
2. Net Change By Change Order	\$0.00
3. Contract Sum To Date	\$336,945.00
4. Work Completed To Date	\$182,605.50
5. Stored Materials Inventory	\$0.00
6. Total Completed and Stored To Date	\$182,605.50
7. Retainage	
a. Maximum Retainage is in effect.	
b. Securities are not furnished in lieu of Retainage.	\$0.00
c. Retainage on Work Completed to Date 2.50 %	\$4,565.14
d. Retainage on Stored Materials Inventory 0.00 %	\$0.00
e. Total Calculated Retainage	\$4,565.14
f. Total Retainage To Be Withheld	\$4,565.14
8. Total Earned Less Retainage	\$178,040.36
9. Less Previous Certificates For Payments	\$121,225.22
10. Current Payment Due	\$56,815.14
11. Balance to Finish, Plus Retainage.	\$158,904.64

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information, and belief, the work covered by this Application for Payment has been completed in accordance with the Contract Documents. That all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: Hemphill Construction Company, Inc.

By: [Signature] Date: 3/3/2025

State of: Mississippi County of: Simpson

Subscribed and sworn to before me this 3rd day of March 2025

Notary Public: [Signature]

My Commission expires: January 29, 2028

ENGINEER'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Engineer certifies to the Owner that to the best of the Engineer's knowledge, information, and belief, the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED **\$56,815.14**

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ENGINEER:

OWNER:

By: [Signature] Date: 03/04/25

By: _____ Date: _____

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment, and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CHANGE ORDER SUMMARY	Additions	Deductions
Total changes approved in previous months by Owner	\$0.00	\$0.00
Total Approved this Month	\$0.00	\$0.00
TOTALS	\$0.00	\$0.00
Net Changes By Change Order	\$0.00	



CONTINUATION SHEET

Page 2 of 2

Application and Certification for Payment, containing
Engineer's signed certification is attached.
Tabulations below.

Application No. : JB App #3
Application Date : 03/03/25
Period From: 02/01/25
Period To: 02/28/25
External Contract No.: B-11025

Invoice # : H24202-03

Contract : H24202- Dining/Polindexter Parking Lot Brandon

Item No.	Description of Item	Contract U of M	Units	Cost Per Unit	Total Cost Of Contract	Previous Quantity	Current Quantity	To Date Quantity	Previous Cost	Current Cost	Stored Materials	Total Completed and Stored	Balance to Finish	Percent Complete
	MOBILIZATION	LS	1.00	\$33,000.00	\$33,000.00	0.90	0.00	0.90	\$29,700.00	\$0.00	0.00	\$29,700.00	\$3,300.00	90.00%
	TEMP. EROSION CONTROL INSTALLATION & MAINTENANCE	LS	1.00	\$15,000.00	\$15,000.00	0.50	0.25	0.75	\$7,500.00	\$3,750.00	0.00	\$11,250.00	\$3,750.00	75.00%
	CLEARING & GRUBBING	LS	1.00	\$19,750.00	\$19,750.00	1.00	0.00	1.00	\$19,750.00	\$0.00	0.00	\$19,750.00	\$0.00	100.00%
	REMOVAL OF CURB & GUTTER (ALL TYPES)	LF	46.00	\$20.00	\$920.00	0.00	0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	\$920.00	0.00%
	UNCLASSIFIED EXCAVATION, FM, AH	CY	410.00	\$10.50	\$4,305.00	410.00	0.00	410.00	\$4,305.00	\$0.00	0.00	\$4,305.00	\$0.00	100.00%
	EXCESS EXCAVATION, FM, AH	CY	2,068.00	\$13.50	\$27,918.00	1,931.00	0.00	1,931.00	\$26,068.50	\$0.00	0.00	\$26,068.50	\$1,849.50	93.38%
	15" REINFORCED CONCRETE PIPE, CLASS III	LF	23.00	\$160.00	\$3,680.00	23.00	0.00	23.00	\$3,680.00	\$0.00	0.00	\$3,680.00	\$0.00	100.00%
	GRATE INLET (3'x3')	EA	1.00	\$7,550.00	\$7,550.00	1.00	0.00	1.00	\$7,550.00	\$0.00	0.00	\$7,550.00	\$0.00	100.00%
	CONNECTION TO EXIST. CURB INLET	EA	1.00	\$2,977.00	\$2,977.00	1.00	0.00	1.00	\$2,977.00	\$0.00	0.00	\$2,977.00	\$0.00	100.00%
	4" BITUMINOUS BASE COURSE, BB-1, TYPE 6	TON	372.00	\$135.00	\$50,220.00	0.00	0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	\$50,220.00	0.00%
	2" BITUMINOUS BASE COURSE, SC-1, TYPE 8	TON	186.00	\$170.00	\$31,620.00	0.00	0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	\$31,620.00	0.00%
	CONCRETE SIDEWALK (4" THICKNESS)	SY	60.00	\$145.00	\$8,700.00	0.00	0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	\$8,700.00	0.00%
	TYPE 3B MODIFIED CURB & GUTTER	LF	520.00	\$40.00	\$20,800.00	0.00	0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	\$20,800.00	0.00%
	1' x 4" CONCRETE STRIP (RETAINING WALL "A")	LF	211.00	\$40.00	\$8,440.00	0.00	0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	\$8,440.00	0.00%
	4" THERMOPLASTIC PARKING LOT STRIPE (CONTINUOUS WHITE)	LF	1,305.00	\$5.00	\$6,525.00	0.00	0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	\$6,525.00	0.00%
	24" THERMOPLASTIC LEGEND WHITE, CROSSWALK	LF	63.00	\$30.00	\$1,890.00	0.00	0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	\$1,890.00	0.00%
	MAINTENANCE OF TRAFFIC	LS	1.00	\$19,500.00	\$19,500.00	0.25	0.25	0.50	\$4,875.00	\$4,875.00	0.00	\$9,750.00	\$9,750.00	50.00%
	SMALL BLOCK RETAINING WALL (KEystone COMPAC - STRAIGHT SPLIT	SF	1,275.00	\$53.00	\$67,575.00	400.00	875.00	1,275.00	\$21,200.00	\$46,375.00	0.00	\$67,575.00	\$0.00	100.00%
	PRECAST CONCRETE WHEEL STOP	EA	8.00	\$175.00	\$1,400.00	0.00	0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	\$1,400.00	0.00%
	SOLID SOD	SY	575.00	\$9.00	\$5,175.00	0.00	0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	\$5,175.00	0.00%
Grand Totals					\$336,946.00				\$127,605.50	\$56,000.00	\$0.00	\$182,605.50	\$164,339.50	54.19%



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: CARLY BETH DEARMAN, PUBLIC WORKS OPERATIONS COORDINATOR
BOARD AGENDA: MARCH 17, 2025
SUBJECT: ROW MOWING & STRING CUTTING
DEEP SOUTH LAND IMPROVEMENTS, LLC
PROFESSIONAL SERVICES AGREEMENT

Asking for your consideration to approve the Professional Services Agreements with Deep South Land Improvements, LLC for ROW mowing & string cutting and authorize the Mayor to execute the same.

The Professional Services Agreement is as follows:

ROW MOWING & STRING CUTTING:

- | | |
|--|------------------------|
| ▪ East ROW – mow & string trim | \$3,452.00 per cutting |
| ▪ West ROW - mow & string trim | \$3,952.00 per cutting |
| ▪ City Hall property – mow & string trim | \$ 330.00 per cutting |
| ▪ Windsong & Sunchase lots – mow & string trim | \$ 150.00 per cutting |

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

ATTACHMENTS:

- Deep South Land Improvements, LLC – ROW Mowing & String Cutting pricing

DEEP SOUTH LAND IMPROVEMENT, LLC

121 E Business Park, Suite A
Brandon, MS 39042 USA
+9859160
davidquirin@gmail.com
www.deepsouthland.com



Estimate

ADDRESS

City of Brandon, MS
1000 Municipal Drive
Brandon, MS 39042

ESTIMATE # 1175**DATE 03/05/2025**

ACTIVITY	QTY	RATE	AMOUNT
Service Mow City Hall	1	330.00	330.00
Service Mow Hwy 80 East (As previously required) - \$2792.00 Prices of changes / additions: Timber Street - \$150.00 Dining Street - \$200.00 Hwy 471 and 80 (old Luckett Vet) - \$100.00 Between Wendys and Womack - \$60.00 Overby Street - \$150.00 Across from Shell - \$0.00 Hwy 80 and Louis Wilson - \$0.00 Total including all changes discussed - \$3452.00	1	3,452.00	3,452.00
Service Mow Hwy 80 West (As previously required) - \$2952.00 East Metro Pkwy - \$750.00 Prices of changes / additions: Walk bridge area - \$150 Newks area - \$0.00 Woodgate - \$0.00 East Metro changes - \$100 Total including all changes discussed - \$3952.00	1	3,952.00	3,952.00
Service Mow City lots in Windchase and Windsong	1	150.00	150.00
TOTAL			\$7,884.00

Accepted By

Accepted Date



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: CARLY BETH DEARMAN, PUBLIC WORKS OPERATIONS COORDINATOR
BOARD AGENDA: MARCH 17, 2025
SUBJECT: ROW BUSH HOGGING– 2025 SEASON
DEEP SOUTH LAND IMPROVEMENTS, LLC
PROFESSIONAL SERVICES AGREEMENT

Asking for your consideration to approve the Professional Services Agreements with Deep South Land Improvements, LLC for ROW bush hogging for the 2025 season and authorize the Mayor to execute the same.

The Professional Services Agreement is as follows:

ROW BUSH HOGGING:

- Highway 18 ROW – bush hog & string trim \$16,900.00 per cutting
- Highway 471 ROW - bush hog & string trim \$ 7,900.00 per cutting
- Grants Ferry Parkway ROW - bush hog & string trim \$ 5,500.00 per cutting
- Highway 80 ROW (between Penn's & Brandon Barber) - \$ 2,150.00 per cutting
excavator mow

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

ATTACHMENTS:

- Deep South Land Improvements, LLC – ROW Bush hogging pricing

DEEP SOUTH LAND IMPROVEMENT, LLC

121 E Business Park, Suite A
Brandon, MS 39042 USA
+9859160
davidquirin@gmail.com
www.deepsouthland.com



Estimate

ADDRESS

City of Brandon, MS
1000 Municipal Drive
Brandon, MS 39042

ESTIMATE # 1176**DATE 03/05/2025**

ACTIVITY	QTY	RATE	AMOUNT
Service Bushhog Hwy 18	1	16,900.00	16,900.00
Service Bushhog Hwy 471	1	7,900.00	7,900.00
Service Bushhog Grants Ferry Parkway	1	5,500.00	5,500.00
Service Excavator Mow the area between Penns and Brandon Limited Apartments - \$2000 Bushhog the area between BLA and Brandon Barber - \$150	1	2,150.00	2,150.00
TOTAL			\$32,450.00

Accepted By

Accepted Date



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: CARLY BETH DEARMAN, PUBLIC WORKS OPERATIONS COORDINATOR
BOARD AGENDA: MARCH 17, 2025
SUBJECT: HEMPHILL CONSTRUCTION COMPANY
NON-EMERGENCY REPAIRS
INVOICE APPROVALS

Asking for your consideration to approve the following invoices from Hemphill Construction Company for non-emergency repairs and authorize payment of the same.

1. 113 Sunline Drive - \$21,213.10 – invoice #: H24023-08-52156 – fire hydrant repair/replacement – FY24 Commodity Bid Pricing
2. Marquette Road (across from 783 Marquette Road) - \$28,049.04 – invoice #: H24192-01-55372 - water leak repair - FY24 Commodity Bid Pricing
3. 22 Crosswoods Drive - \$24,580.75 – invoice #: H24192-04-49387 - storm drain pipe replacement – FY25 Commodity Bid Pricing
4. 55 Terrapin Hill Road North - \$4,439.96 – invoice #: H24192-04-55175 – storm drain replacement ***work not completed as of this invoice date – FY25 Commodity Bid Pricing
5. 102 Rosewood Lane - \$5,029.00 – invoice #: H24192-04-56764 – water leak repair - FY25 Commodity Bid Pricing
6. 308 Shiloh Road - \$5,795.24 – invoice #: H24192-01-55131 – manhole repair FY25 Commodity Bid Pricing
7. 5091 Meadowood Drive - \$5,416.20 – invoice #: H24192-04-55976 – water leak repair FY25 Commodity Bid Pricing

All services rendered by Hemphill Construction Company on the attached invoicing are at the General Construction Services commodity bid pricing. All listed repairs were due to circumstances in which the City of Brandon staff on hand were unable to accomplish in an appropriate timeframe or due to the nature of repairs.

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

ATTACHMENTS:

- Hemphill Construction Company invoices

<u>Line Item #</u>	<u>QTY</u>	<u>Unit</u>	<u>DESCRIPTION OF WORK</u>	<u>UNIT PRICE</u>	<u>TOTAL</u>
1	27	HR	Foreman	\$95.00	\$2,565.00
2	27	HR	Trackhoe & Operator (308)	\$115.00	\$3,105.00
3	27	HR	Front End Loader & Operator	\$130.00	\$3,510.00
4	27	HR	Pipelayer	\$45.00	\$1,215.00
5	54	HR	Laborer	\$38.00	\$2,052.00
6	27	HR	Pickup Truck	\$22.00	\$594.00
7	26	HR	Flatbed Truck	\$19.00	\$494.00
8	26	HR	Small Incidental Tools	\$15.00	\$390.00
9	26	HR	Vacuum Excavator	\$80.00	\$2,080.00
10	1	LS	Eagle Pipe	\$5,208.10	\$5,208.10
TOTAL AMOUNT DUE					\$21,213.10

Fire hydrant repair/replacement

Invoice #: H24023-08-52156

FY24 Commodity Rates

GL Code: 400-673-637

Funding: WSOM



PUBLIC WORKS DEPARTMENT
1000 Municipal Drive
Brandon, MS 39042
(601) 824-4579

Date: March 12, 2025

RE: Hemphill Invoice: H24023-08-52156
113 Sunline Drive Fire Hydrant Repair/Replacement

From: Carly Beth Dearman – Public Works Operations Coordinator

-
- The fire hydrant located at 113 Sunline Drive was leaking. It was believed at first that the leak was on the hydrant itself.
 - February 2024 – Greg Roberts Fire Hydrant Repair (contractor) made a repair to the hydrant seat.
 - March 28, 2024 – the resident of 113 Sunline Drive contacted the City of Brandon and stated that there was still a leak coming from the fire hydrant.
 - April 2024 - Greg Roberts Fire Hydrant Repair (contractor) re-inspected the hydrant and told the City of Brandon that the leak was coming from the hydrant extension or hydrant valve. The repair was given to Hemphill Construction Company due to the size and depth of the repair. This was not an emergency water leak repair at the time.
 - July 25, 2024 – August 14, 2024, Hemphill Construction Company worked on the water leak repairs. Upon excavation and inspection around the fire hydrant, it was discovered that the fire hydrant did not have its own valve, so water had to be cut off to the entire area (customers without service while repairs occurred). Intermittent water outages occurred during the process while the cause of the leak was being determined.
 - It was finally discovered during the repairs that the fire hydrant stem was leaking. The only way to make the repair was to replace the entire fire hydrant. Due to the excavation around the hydrant and efforts to find the leak, the hydrant also started leaning and the leak worsened exponentially. It was determined to install a new hydrant valve (so that water would not have to be turned off on the city main if there were any future issues) and a new fire hydrant (due to the issues with the hydrant stem).
 - Water had to be turned off for several hours to the area while the hydrant was replaced and the new valve was installed. The materials needed for this repair were not known until excavation had begun and the water leak had increased due to the excavation.



Work Order #: 52156

Work Order Date: 03/18/24

Work Type:

Priority:

Status: Complete

Prepared By: Lisa Grayer

Type of Work Order: Assigned Work Order (During Reg Hours)

Request Type: Water - Hydrant Maintenance/Repair

Date Requested: 03/18/2024

Name: Don Weaver

Service Address or 113 Sunline Drive

Request Location:

Phone Number: 769-224-0123

Email Address:

Reported By:

Department: Water

Ward:

Nature of Request: Customer came to front counter stating that the Fire hydrant has not been repaired and that is still leaking causing erosion to his yard and customer stated he has been dealing with this same issue since last year and nothing is being done to fix this matter.,

Scheduled Completion

Date:

Date Work Order 08/14/2024

Completed:

Work Order Completed Hemphill Construction Company

By:

Scope of Work New fire hydrant installed with two 6" joint restraints, & one 6" gate valve. Straightened

Completed: hydrant and backfilled.

Locate Number If

Necessary:

Additional Information: ***Hemphill will make repairs. See notes. Carly Beth Dearman

Concrete Repair

Required/Details:

Sod/Yard Restoration

Required/Details:

Asphalt Repair

Required/Details:

Invoice & Cost

Information:

Meter Deposit Amount:

Tap Fee Amount:

Status:



450 Industrial Drive
Jackson MS 39209

Your single source for water, sewer, gas, drainage and erosion control needs.

RECEIVED
JUL 29 2024

INVOICE

Date	Account #	Invoice #	Due Date
7/23/2024	H24023	70239	8/29/2024
FAX		PHONE	
601-487-7474		601-487-7473	

BILL TO:				SHIP TO:	
Hemphill Construction Company Inc. PO Drawer 879 Florence, MS 39073 H24023 -040001-04				Hemphill Construction Company H24023 - February 2024 Brandon Kenneth - 601-559-5101 Directions below Brandon, MS	
PO or JOB #	TERMS	REP	ORDER DATE	VIA	JOB/PROJECT
H24023 / Chad	1% 10 Net 30	NRP	7/26/2024	Eagle Truck	H24023 - February 2024 Brandon
QTY	DESCRIPTION			UNIT	EXT
	** Call Wendell for directions - Going to Crossgates Area - Brandon MS **				
	** 601-770-2891 **				
1	5-1/4in Fire Hydrant - 3-Way 6ft-0in Bury with 6in MJ Shoe - Open Left - RED (M&H Valve) ** Note: M&H Valve item ** # M1295143W6FH6RED			3,455.30	3,455.30
2	(I) 6in x 13in MJ DI Anchor Coupling - AC/CL Weight = 47lbs # 6X13MJFHCUP(I)			242.90	485.80
1	(D) 6in MJ x MJ Gate Valve - Resilient Wedge - Open Left - Non-Rising Stem - Operating nut - Stainless Steel Bolts and Nuts - EPDM Gaskets (Clow Valve) ** Note: Must be Clow Valve ** # 6GVMJMJ-Clow			1,072.60	1,072.60
1	(I) Short Cast Iron Valve Box - 18in to 24in - WATER Lid # 461SW(I)			84.00	84.00
4	(I) 6in MJ Bolt and Gasket Pack Weight = 6lbs # 6MJKIT(I)			27.60	110.40

Please make your check payable to Eagle Pipe and Supply, LLC and remit to the above address.
Terms are Net 30 days. All past due accounts are subject to a finance charge of 1.5% per month (18% per annum).
We will not accept goods returned without permission and then goods are subject to inspection for decision on possible credit.
To avoid late fees, allow 5 or more days for postal delivery.

Payments on account with a credit card will incur a 4% transaction fee.

Subtotal:	\$5,208.10
Payments/Credits	\$0.00
Sales Tax: (0.0%)	\$0.00
Balance Due	\$5,208.10

JOB NO:

H24023-

PROJECT:

Brandon T & M

DATE:

7/25/2024

DAY OF WEEK:

THURSDAY

ACCIDENTS:YES

X

NO

INCIDENTS:YES

X

NO

SUPERINTENDENT:

CHAD PHELPS

REVIEWED:

BK

HEMPHILL

CONSTRUCTION

COMPANY

FLORENCE, MS SINCE 1987

						010001-										TOTAL	PENETROMETER		
	NAME	EMP. #	CLASS	ABSENCE	TOTAL HOURS / OTHER FOREMAN												A.M.		
1	WENDELL PITTS	2615	FOREMAN			5.00										5.00			
2	ROBERT LADNER	1019	Trackhoe			5.00										5.00	READING		
3	JEFFERY PITTS	2771	Trackhoe			5.00										5.00	SOIL TYPE		
4	MATTHEW GROSS	3341	Pipelayer			5.00										5.00	LOCATION		
5	DILLION WALTERS	2630	LABOR			5.00										5.00			
6	CARLOS DE LE CRUZ	3342	LABOR			5.00										5.00	P.M.		
7						-										-	READING		
8						-										-	SOIL TYPE		
9																-	LOCATION		
10																-			
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12																-			
13																-			
14																-			
15																-			

TEMP LABOR	EMPLOYER	POTENTIAL HIRE? Y/N	010001-													
1																-
2																-

DAILY WORK REPORT			EQUIP. #	EQUIP DESCRIPTION	010001-											TOTAL	EQ ODOMETER READINGS		
																	BEGIN	END	HRS
WORK DAY (Y/N)			1570	F250 FOREMAN TRK	5.00											5.00			
WEATHER			1195	2 TON	5.00											5.00			-
FAIR			12762	LEVEL	5.00											5.00			-
CLOUDY			13780	PIPESAW	5.00											5.00			-
RAIN AMOUNT (IN)			9486	LASER	5.00											5.00			-
TEMPERATURE			11614	3" Trash Pump	5.00											5.00			-
TIME WORKED	START	STOP	11652	3" Diaphram Pump	5.00											5.00			-
MORNING			5614	Conex Box	5.00											5.00			-
AFTERNOON			2393	CAT 308	5.00											5.00			-
NIGHT			2412	CAT 926M	5.00											5.00			-
TOTAL HRS FOR DAY			8593	VAC MACHINE	5.00											5.00			-
WORK COMPLETED																-			-
PHASE	QUANTITY	UNITS														-			-
1																-			-
2																-			-
3																-			-
4																-			-
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14																-			-
15																-			-

REMARKS | SPECIAL INSTRUCTIONS | VISITORS TO PROJECT SITE

BEGIN STATION:

END STATION:

X

THIS WORKING SITE HAS BEEN INSPECTED THIS DAY AND NO APPARENT SAFETY HAZARDS EXIST.

X

ALL HEAVY EQUIPMENT HAS BEEN INSPECTED AND IS IN GOOD OPERATING ORDER

WENDELL PITTS

FOREMAN

[illegible]

JOB NO:

H24023-

PROJECT:

Brandon T & M

DATE:

7/29/2024

DAY OF WEEK:

MONDAY

CONSTRUCTION

HEMPHILL

COMPANY

FLORENCE, MS SINCE 1983

ACCIDENTS:YES

X

NO

INCIDENTS:YES

X

NO

SUPERINTENDENT:

CHAD PHELPS

REVIEWED:

BK

	NAME	EMP. #	CLASS	ABSENCE	TOTAL HOURS / OTHER FOREMAN	010001-										TOTAL	PENETROMETER
1	WENDELL PITTS	2615	FOREMAN			11.00										11.00	A.M.
2	ROBERT LADNER	1019	Trackhoe			11.00										11.00	READING
3	JEFFERY PITTS	2771	Trackhoe			11.00										11.00	SOIL TYPE
4	MATTHEW GROSS	3341	Pipelayer			-										-	LOCATION
5	DILLION WALTERS	2630	LABOR			11.00										11.00	
6	CARLOS DE LE CRUZ	3342	LABOR			11.00										11.00	P.M.
7						-										-	READING
8						-										-	SOIL TYPE
9																-	LOCATION
10																-	
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14																-	
15																-	

TEMP LABOR	EMPLOYER	POTENTIAL HIRE? Y/N	010001-													
1																-
2																-
																-

DAILY WORK REPORT		EQUIP. #	EQUIP DESCRIPTION	010001-												TOTAL	EQ ODOMETER READINGS		
WORK DAY (Y/N)		1570	F250 FOREMAN TRK	11.00												11.00	BEGIN	END	HRS
WEATHER		1195	2 TON	11.00												11.00			
FAIR		12762	LEVEL	11.00												11.00			
CLOUDY		13780	PIPESAW	11.00												11.00			
RAIN AMOUNT (IN)		9486	LASER	11.00												11.00			
TEMPERATURE		11614	3" Trash Pump	11.00												11.00			
TIME WORKED	START	STOP	11652	3" Diaphram Pump	11.00											11.00			
MORNING			5614	Conex Box	11.00											11.00			
AFTERNOON			2393	CAT 308	11.00											11.00			
NIGHT			2412	CAT 926M	11.00											11.00			
TOTAL HRS FOR DAY			8593	VAC MACHINE	11.00											11.00			
WORK COMPLETED																-			-
PHASE	QUANTITY	UNITS														-			-
1																-			-
2																-			-
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15																-			-

REMARKS | SPECIAL INSTRUCTIONS | VISITORS TO PROJECT SITE

BEGIN STATION:

END STATION:

Potholed and completely uncovered water line and utilities so that we could take fire hydrant and 6" pipe out sloped ditch with pot holder. City came out to shut valves off. They shut off 2 valves but we still had pressure on the line. There's a valve somewhere that they can't find. Had to backfill up hole with sand. They're going to install an in seat-a-valve in order to shut water off so that we can install new valve and fire hydrant. Went to look at water leak near Home Depot. Went to 61 Sunline drive and got emergency locate to start sewer repair on 7-30-24.

X

THIS WORKING SITE HAS BEEN INSPECTED THIS DAY AND NO APPARENT SAFETY HAZARDS EXIST.

X

ALL HEAVY EQUIPMENT HAS BEEN INSPECTED AND IS IN GOOD OPERATING ORDER

WENDELL PITTS

FOREMAN

Work Order 55372 – Marquette Road

<u>Line Item #</u>	<u>QTY</u>	<u>Unit</u>	<u>DESCRIPTION OF WORK</u>	<u>UNIT PRICE</u>	<u>TOTAL</u>
1	15.5	HR	Superintendent	\$107.00	\$1,658.50
2	31	HR	Foreman	\$96.81	\$3,001.11
3	31	HR	Trackhoe & Operator (308)	\$117.19	\$3,632.89
4	31	HR	Front End Loader & Operator	\$132.47	\$4,106.57
5	31	HR	Pipelaye	\$45.86	\$1,421.66
6	51.5	HR	Laborer	\$38.72	\$1,994.08
7	31	HR	Pickup Truck	\$22.42	\$695.02
8	31	HR	Flatbed Truck	\$19.36	\$600.16
9	31	HR	Small Incidental Tools	\$15.29	\$473.99
10	20.5	HR	Vacuum Excavator	\$81.52	\$1,671.16
11	1	LS	Eagle Pipe	\$8,793.90	\$8,793.90
TOTAL AMOUNT DUE					\$28,049.04

Water Leak Repair
Marquette Road across from 783 Marquette Road

GL Code: 400-673-637
Funding: WSOM

Invoice #: H24192-01-55372



PUBLIC WORKS DEPARTMENT
1000 Municipal Drive
Brandon, MS 39042
(601) 824-4579

Date: March 12, 2025

RE: Hemphill Invoice: H24192-01-55372
Marquette Road Water Valve Repair (at city parking lot across from 783 Marquette Road)

From: Carly Beth Dearman – Public Works Operations Coordinator

A water leak occurred on the water valve on the city main in September 2024 on Marquette Road (across from 783 Marquette Road). Due to the location of the valve and the area affected by water being turned off, this repair was scheduled for after hours repairs on October 7, 2024, at 6:00pm. Due to the depth of the water main, Hemphill Construction Company was asked to make the repairs for safety purposes. The water outage affected several businesses and a day care in the area.

The materials needed for the repair were unknown until after the repair began. It was discovered once the repair began that the tapping tee and 12" water valve would have to be replaced due to deterioration of the existing parts (cause of the water leak). These items are required in order for the water main to function properly. Once the water leak repair began, water could not be restored until all parts were back in place.

A new 12" tee and valve were installed at the location at this time. The water leak repair lasted approximately 11 ½ hours from the time the water was cut off until water was restored.



Work Order #: 55372

Work Order Date: 10/08/24

Work Type:

Status: Complete

Prepared By: Michael Perry

Type of Work Order: Assigned Work Order (During Reg Hours)

Request Type: Water - Valve maintenance & repairs

Date Requested: 09/13/2024

Name:

Service Address or Request Location: Marquette Road | **City parking lot across from Ms Mandy's Daycare - 783 Marquette Road

Phone Number:

Email Address:

Reported By:

Department: Water

Ward:

Nature of Request: Water valve replacement

Scheduled Completion

Date:

Date Work Order 10/08/2024

Completed:

Work Order Hemphill Construction Company

Completed By:

Scope of Work Replaced 12" tapping tee and 12" valve. Installed new pipe out of valve and sleeved back

Completed: together on main line. Stabilized tee and valve with bricks and installed thrust block behind tee. Backfilled with sand and stone. Leak was repaired (water shut off) after 6:00pm on 10/7/2024. Final clean up of work was performed on 10/8/2024

Locate Number If

Necessary:

Additional

Information:

Concrete Repair

Required/Details:

Sod/Yard Restoration

Required/Details:

Asphalt Repair

Required/Details:

Invoice & Cost

Information:

Meter Deposit

Amount:

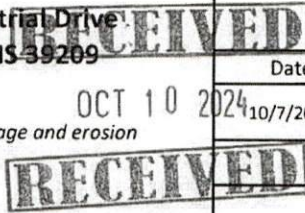
Tap Fee Amount:



450 Industrial Drive
Jackson MS 39209

INVOICE

Your single source for water, sewer, gas, drainage and erosion
control needs.



Date	Account #	Invoice #	Due Date
10/7/2024	H24192	71012	11/6/2024
FAX		PHONE	
601-487-7474		601-487-7473	

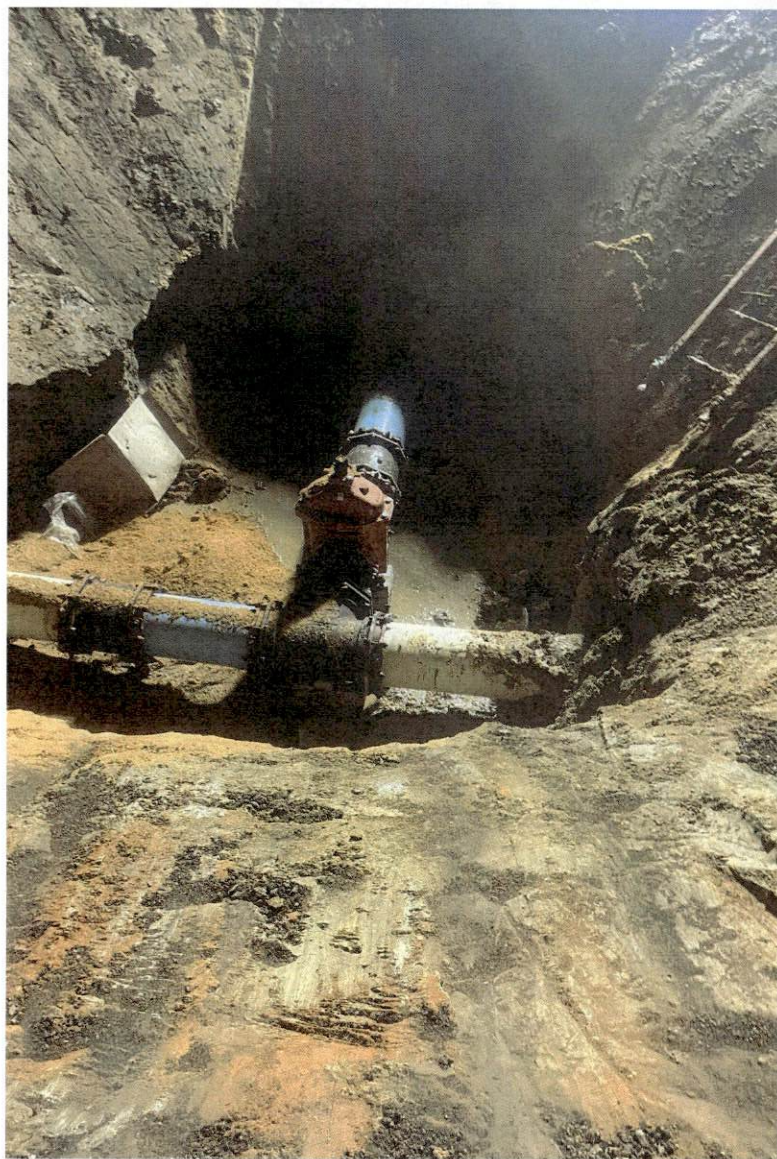
BILL TO:	SHIP TO:
Hemphill Construction Company Inc. PO Drawer 879 Florence, MS 39073 H24192 -040001-04	H24192 - Brandon Maint. Project See below for address and contact Brandon, MS 39047 Please send MPC #

PO or JOB #		TERMS	REP	ORDER DATE	VIA	F.O.B.	JOB/PROJECT	
H24192 / Kenneth		1% 10 Net 30	NRP	10/4/2024	Eagle Truck	Jobsite	H24192 - Brandon Maint. Project	
QTY	DESCRIPTION						UNIT	EXT
1	(I) 12in x 12in MJ DI Tee - AC/CL Weight = 160lbs # MJTLA1212(I) ---						637.80	637.80
2	(I) 12in MJ DI Long Sleeve - AC/CL Weight = 79lbs # MJLSLA12(I) ---						349.90	699.80
1	(D) 12in MJ x MJ Gate Valve - Resilient Wedge - Open Left - Non-Rising Stem - Operating nut - Stainless Steel Bolts and Nuts - EPDM Gaskets (AFC) # 12GVMJM-AFC ---						2,744.80	2,744.80
1	(I) Short Cast Iron Valve Box - 18in to 24in - WATER Lid # 461SW(I) ---						70.00	70.00
1	(I) 12in x 13in MJ DI Anchor Coupling - AC/CL Weight = 120lbs # 12X13FHCOUP(I) ---						819.05	819.05
13	(I) 12in Wedge Action MJ Restraint for PVC with acc - PVC4012G2 (Star Pipe Products) Weight = 33.1lbs # 12MLPWA-Star(I) ---						202.85	2,637.05
2	(I) 12in MJ Bolt and Gasket Pack Weight = 8lbs # 12MJKIT(I) ---						42.80	85.60
2	(I) 12in MJ Transition Gasket Only # 12TRANSGSKT(I) ---						18.90	37.80
20	12in C900 DR18 235psi Blue Water Pipe - Gasket Joint # DR18B12 ---						53.10	1,062.00

Please make your check payable to Eagle Pipe and Supply, LLC and remit to the above address.
Terms are Net 30 days. All past due accounts are subject to a finance charge of 1.5% per month (18% per annum).
We will not accept goods returned without permission and then goods are subject to inspection for decision on possible credit.
To avoid late fees, allow 5 or more days for postal delivery.

Payments on account with a credit card will incur a 4% transaction fee.

Subtotal:	\$8,793.90
Payments/Credits	\$0.00
Sales Tax: (0.0%)	\$0.00
Balance Due	\$8,793.90



JOB NO:

H24192-

PROJECT:

Brandon Maintenance

DATE:

10/3/2024

DAY OF WEEK:

THURSDAY

ACCIDENTS:YES

☒

NO

INCIDENTS:YES

☒

NO

SUPERINTENDENT:

Chad Phelps

REVIEWED:

BK

CONSULTING

HEMPHILL

FLORENCE, MS SINCE 1983

					010001-	010001-								TOTAL	PENETROMETER		
	NAME	EMP. #	CLASS	ABSENCE	TOTAL HOURS / OTHER FOREMAN												
1	KENNETH MCCARDLE	2611	FOREMAN				7.00	4.00						11.00	A.M.		
2	JOSEPH WELBORN	1641	Pipelayer				7.00	4.00						11.00	READING		
3	BARRET ABRAMS	2930	Trackhoe				7.00	4.00						11.00	SOIL TYPE		
4	ZACHARY MACKE	3102	Labor				7.00	4.00						11.00	LOCATION		
5	CHARLES SHOULDERS	2865	Loader				7.00	4.00						11.00			
6	CEDRIC HYDE	3377	Labor				7.00	4.00						11.00	P.M.		
7														-	READING		
8														-	SOIL TYPE		
9														-	LOCATION		
10														-			
11														-			
12														-			
13														-			
14														-			
15														-			

TEMP LABOR	EMPLOYER	POTENTIAL HIRE? Y/N	010001-	010001-										
1														-
2														-
														-

DAILY WORK REPORT			EQUIP. #	EQUIP DESCRIPTION	010001-									TOTAL	EQ ODOMETER READINGS		
WORK DAY (Y/N)			1582	Ford F250 Pickup	7.00	4.00								11.00	BEGIN	END	HRS
WEATHER			1057	2-Ton Truck	7.00	4.00								11.00			-
FAIR			12510	Level	7.00	4.00								11.00			-
CLOUDY			13716	Pipe Saw	7.00	4.00								11.00			-
RAIN AMOUNT (IN)			9494	Laser	7.00	4.00								11.00			-
TEMPERATURE			5610	Conex Box	7.00	4.00								11.00			-
TIME WORKED	START	STOP	5215	20' Trailer	7.00	4.00								11.00			-
MORNING			11619	Centrifugal Pump	7.00	4.00								11.00			-
AFTERNOON			11654	Diaphragm Pump	7.00	4.00								11.00			-
NIGHT			13816	Trench Box 8'	7.00	4.00								11.00			-
TOTAL HRS FOR DAY			13819	Trench Box 16'	7.00	4.00								11.00			-
WORK COMPLETED			13910	Material Box	7.00	4.00								11.00			-
PHASE	QUANTITY	UNITS	13461	Tamp	7.00	4.00								11.00			-
1			13430	Tamp	7.00	4.00								11.00			-
2			8593	Pothole Machine	7.00	4.00								11.00			
3			2408	926 Cat	7.00	4.00								11.00			
4			2397	308 Cat	7.00	-								7.00			
5			2244	303.5 Cat	-	4.00								4.00			
6														-			-
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14														-			-
15														-			-

REMARKS | SPECIAL INSTRUCTIONS | VISITORS TO PROJECT SITE

Went to Marquette Rd to investigate a water leak at a valve to see where it is leaking at. Used excavator to slope off top of ground. Used pothole machine to clean off pipe and valve to see where water was coming from. Got called to an emergency water leak in the road on South College St. Set up traffic control signs and cones. Flagged traffic while we saw cut roadway. Used Mini to pull up asphalt and hauled off with loader. Used pothole machine to wash down on leak. Found a 2" water line with a pin hole in it. Cleaned it off and installed a 2" wrap around it. Put sand around pipe and backfilled roadway with 6/10 limestone. Dressed up roadway and moved equipment back to yard. Went back to Marquette rd to keep investigating water leak. Made sure everything was safed up for the night.

X

THIS WORKING SITE HAS BEEN INSPECTED THIS DAY AND NO APPARENT SAFETY HAZARDS EXIST.

X

ALL HEAVY EQUIPMENT HAS BEEN INSPECTED AND IS IN GOOD OPERATING ORDER

KENNETH MCCARDLE

FOREMAN

JOB NO:

H24192-

PROJECT:

Brandon Maintenance

DATE:

10/4/2024

DAY OF WEEK:

FRIDAY

ACCIDENTS:YES

X

NO

INCIDENTS:YES

X

NO

SUPERINTENDENT:

Chad Phelps

REVIEWED:

BK

HEMPHILL

CONSTRUCTION COMPANY

FLORENCE, MS SINCE 1983

					010001-	010001-								TOTAL	PENETROMETER
	NAME	EMP. #	CLASS	ABSENCE	TOTAL HOURS / OTHER FOREMAN										
1	KENNETH MCCARDLE	2611	FOREMAN			2.00	4.00							6.00	A.M.
2	JOSEPH WELBORN	1641	Pipelayer			2.00	4.00							6.00	READING
3	BARRET ABRAMS	2930	Trackhoe			2.00	4.00							6.00	SOIL TYPE
4	ZACHARY MACKE	3102	Labor			2.00	4.00							6.00	LOCATION
5	CHARLES SHOULDERS	2865	Loader			2.00	4.00							6.00	
6	CEDRIC HYDE	3377	Labor			2.00	4.00							6.00	P.M.
7														-	READING
8														-	SOIL TYPE
9														-	LOCATION
10														-	
11														-	
12														-	
13														-	
14														-	
15														-	

TEMP LABOR	EMPLOYER	POTENTIAL HIRE? Y/N	010001-	010001-										
1														-
2														-
														-

DAILY WORK REPORT			EQUIP. #	EQUIP DESCRIPTION	010001-									TOTAL	BEGIN	END	HRS
WORK DAY (Y/N)			1582	Ford F250 Pickup	2.00	4.00								6.00			-
WEATHER			1057	2-Ton Truck	2.00	4.00								6.00			-
FAIR			12510	Level	2.00	4.00								6.00			-
CLOUDY			13716	Pipe Saw	2.00	4.00								6.00			-
RAIN AMOUNT (IN)			9494	Laser	2.00	4.00								6.00			-
TEMPERATURE			5610	Conex Box	2.00	4.00								6.00			-
TIME WORKED	START	STOP	5215	20' Trailer	2.00	4.00								6.00			-
MORNING			11619	Centrifugal Pump	2.00	4.00								6.00			-
AFTERNOON			11654	Diaphragm Pump	2.00	4.00								6.00			-
NIGHT			13816	Trench Box 8'	2.00	4.00								6.00			-
TOTAL HRS FOR DAY			13819	Trench Box 16'	2.00	4.00								6.00			-
WORK COMPLETED			13910	Material Box	2.00	4.00								6.00			-
PHASE	QUANTITY	UNITS	13461	Tamp	2.00	4.00								6.00			-
1			13430	Tamp	2.00	4.00								6.00			-
2			8593	Pothole Machine	2.00	4.00								6.00			-
3			2408	926 Cat	2.00	4.00								6.00			-
4			2397	308 Cat	-	-								-			-
5			2244	303.5 Cat	-	-								-			-
6														-			-
7														-			-
8														-			-
9														-			-
10														-			-
11														-			-
12														-			-
13														-			-
14														-			-
14														-			-
14														-			-
15														-			-

REMARKS | SPECIAL INSTRUCTIONS | VISITORS TO PROJECT SITE

Went to Marquette rd to clean off valve and tapping sleeve to see where it was leaking but couldn't see it. So we made everything safe for the weekend and installed safety fence around excavation. Went to 205 East Toulon St to investigate a storm drain pipe with a utility conflict. Had to use retrieval system to enter curb inlet to look at storm drain pipe and measure where the conflict was. Made sure everything was safed up for the weekend.

X

THIS WORKING SITE HAS BEEN INSPECTED THIS DAY AND NO APPARENT SAFETY HAZARDS EXIST.

X

ALL HEAVY EQUIPMENT HAS BEEN INSPECTED AND IS IN GOOD OPERATING ORDER

KENNETH MCCARDLE

FOREMAN

JOB NO:

H24192-

PROJECT:

Brandon Maintenance

DATE:

10/7/2024

DAY OF WEEK:

MONDAY

ACCIDENTS:YES

☒

NO

INCIDENTS:YES

☒

NO

SUPERINTENDENT:

Chad Phelps

REVIEWED:

BK

HEMPHILL

CONSTRUCTION

COMPANY

FLORENCE, MS SINCE 1983

	NAME	EMP. #	CLASS	ABSENCE	TOTAL HOURS / OTHER FOREMAN	010001-									TOTAL	PENETROMETER
1	KENNETH MCCARDLE	2611	FOREMAN			11.50									11.50	A.M.
2	JOSEPH WELBORN	1641	Pipelayer			11.50									11.50	READING
3	BARRET ABRAMS	2930	Trackhoe			11.50									11.50	SOIL TYPE
4	ZACHARY MACKE	3102	Labor			11.50									11.50	LOCATION
5	CHARLES SHOULDERS	2865	Loader			11.50									11.50	
6	CEDRIC HYDE	3377	Labor			11.50									11.50	P.M.
7															-	READING
8															-	SOIL TYPE
9															-	LOCATION
10															-	
11															-	
12															-	
13															-	
14															-	
15															-	

TEMP LABOR	EMPLOYER	POTENTIAL HIRE? Y/N	010001-												
1															-
2															-
															-

DAILY WORK REPORT			EQUIP. #	EQUIP DESCRIPTION	010001-										TOTAL	EQ ODOMETER READINGS		
WORK DAY (Y/N)	WEATHER	FAIR	CLOUDY	RAIN AMOUNT (IN)	TEMPERATURE	TIME WORKED	START	STOP								BEGIN	END	HRS
									1582	Ford F250 Pickup	11.50				11.50			-
									1057	2-Ton Truck	11.50				11.50			-
									12510	Level	11.50				11.50			-
									13716	Pipe Saw	11.50				11.50			-
									9494	Laser	11.50				11.50			-
									5610	Conex Box	11.50				11.50			-
									5215	20' Trailer	11.50				11.50			-
									11619	Centrifugal Pump	11.50				11.50			-
									11654	Diaphragm Pump	11.50				11.50			-
									13816	Trench Box 8'	11.50				11.50			-
									13819	Trench Box 16'	11.50				11.50			-
									13910	Material Box	11.50				11.50			-
									13461	Tamp	11.50				11.50			-
1									13430	Tamp	11.50				11.50			-
2									8593	Pothole Machine	11.50				11.50			-
3									2408	926 Cat	11.50				11.50			-
4									2397	308 Cat	11.50				11.50			-
5															-			-
6															-			-
7															-			-
8															-			-
9															-			-
10															-			-
11															-			-
12															-			-
13															-			-
14															-			-
14															-			-
14															-			-
15															-			-

REMARKS | SPECIAL INSTRUCTIONS | VISITORS TO PROJECT SITE

Started working on excavating around valve and tee on 12" water main. Had to clean around pipe and made sure excavation was safe for entry. City came and shut off water at 6:00 PM. Once water was shut off we cut pipe to drain line. Cut out old tapping tee and 12" valve. Installed a new 12" tee and sleeved back together on main line. Installed a new 12" valve on tee. Installed pipe out of valve and sleeved back together on that line. Made sure tee and valve was blocked up with bricks. Put thrust block behind tee. Made sure bed around pipe with sand and stone. City came to turn water back on, and we checked for leaks. Made sure everything safed up for the night and we knocked off for the night.

X

THIS WORKING SITE HAS BEEN INSPECTED THIS DAY AND NO APPARENT SAFETY HAZARDS EXIST.

X

ALL HEAVY EQUIPMENT HAS BEEN INSPECTED AND IS IN GOOD OPERATING ORDER

KENNETH MCCARDLE

FOREMAN

JOB NO:

H24192-

PROJECT:

Brandon Maintenance

DATE:

10/8/2024

DAY OF WEEK:

TUESDAY

ACCIDENTS:YES

☒

NO

INCIDENTS:YES

☒

NO

SUPERINTENDENT:

Chad Phelps

REVIEWED:

BK

HEMPHILL

CONSTRUCTION

COMPACT

PROGRESS, MSB SINCE 1983

					010001-										TOTAL	PENETROMETER		
	NAME	EMP. #	CLASS	ABSENCE	TOTAL HOURS / OTHER FOREMAN													
1	KENNETH MCCARDLE	2611	FOREMAN			10.50									10.50	A.M.		
2	JOSEPH WELBORN	1641	Pipelayer			10.50									10.50	READING		
3	BARRET ABRAMS	2930	Trackhoe			10.50									10.50	SOIL TYPE		
4	ZACHARY MACKE	3102	Labor	AA		-									-	LOCATION		
5	CHARLES SHOULDERS	2865	Loader			10.50									10.50			
6	CEDRIC HYDE	3377	Labor			10.50									10.50	P.M.		
7															-	READING		
8															-	SOIL TYPE		
9															-	LOCATION		
10															-			
11															-			
12															-			
13															-			
14															-			
15															-			

TEMP LABOR		EMPLOYER	POTENTIAL HIRE? Y/N	010001-														
1																		-
2																		-
																		-

DAILY WORK REPORT			EQUIP. #	EQUIP DESCRIPTION	010001-										TOTAL	EQ ODOMETER READINGS		
WORK DAY (Y/N)			1582	Ford F250 Pickup	10.50										10.50	BEGIN	END	HRS
WEATHER			1057	2-Ton Truck	10.50										10.50			-
FAIR			12510	Level	10.50										10.50			-
CLOUDY			13716	Pipe Saw	10.50										10.50			-
RAIN AMOUNT (IN)			9494	Laser	10.50										10.50			-
TEMPERATURE			5610	Conex Box	10.50										10.50			-
TIME WORKED	START	STOP	5215	20' Trailer	10.50										10.50			-
MORNING			11619	Centrifugal Pump	10.50										10.50			-
AFTERNOON			11654	Diaphragm Pump	10.50										10.50			-
NIGHT			13816	Trench Box 8'	10.50										10.50			-
TOTAL HRS FOR DAY			13819	Trench Box 16'	10.50										10.50			-
WORK COMPLETED			13910	Material Box	10.50										10.50			-
PHASE	QUANTITY	UNITS	13461	Tamp	10.50										10.50			-
1			13430	Tamp	10.50										10.50			-
2			8593	Pothole Machine	-										-			
3			2408	926 Cat	10.50										10.50			
4			2397	308 Cat	10.50										10.50			
5			2244	303.5 Cat	-	-									-			
6															-			-
7															-			-
8															-			-
9															-			-
10															-			-
11															-			-
12															-			-
13															-			-
14															-			-
14															-			-
14															-			-
15															-			-

REMARKS | SPECIAL INSTRUCTIONS | VISITORS TO PROJECT SITE

Finished cleaning up around excavation and hauled out all trash dirt. Had to take old valve off of tapping sleeve, we saved old valve and thru the rest of sleeve and pipe away. Had to put pipe on valve to bring valve box up to grade. Once we brought excavation up so far we put asphalt killings in parking lot to grade. Dressed up ditch line and put out seed and hay. Made sure everything was safed up and cleaned up.

X

THIS WORKING SITE HAS BEEN INSPECTED THIS DAY AND NO APPARENT SAFETY HAZARDS EXIST.

X

ALL HEAVY EQUIPMENT HAS BEEN INSPECTED AND IS IN GOOD OPERATING ORDER

KENNETH MCCARDLE

FOREMAN

Work Order 49387 – 22 Crosswoods

<u>Line Item #</u>	<u>QTY</u>	<u>Unit</u>	<u>DESCRIPTION OF WORK</u>	<u>UNIT PRICE</u>	<u>TOTAL</u>
1	23	HR	Superintendent	\$107.00	\$2,461.00
2	0	HR	Foreman	\$96.81	\$0.00
3	87	HR	Trackhoe & Operator (308)	\$117.19	\$10,195.53
4	43.5	HR	Front End Loader & Operator	\$132.47	\$5,762.45
5	43.5	HR	Pipelayer	\$45.86	\$1,994.91
6	43.5	HR	Laborer	\$38.72	\$1,684.32
7	43.5	HR	Pickup Truck	\$22.42	\$975.27
8	43.5	HR	Flatbed Truck	\$19.36	\$842.16
9	43.5	HR	Small Incidental Tools	\$15.29	\$665.12
TOTAL AMOUNT DUE					\$24,580.75

Storm Drain Replacement at 22 Crosswoods Drive

Invoice #: H24192-04-49387

GL Code: 314-600-702

Funding: HB 1353



Work Order #: 49387

Work Order Date: 09/07/23

Work Type:

Priority:

Status: Complete

Prepared By: Rod Morrow

Type of Work Order: Assigned Work Order (During Reg Hours)

Request Type: Drainage - Storm Drain Pipe

Date Requested: 09/07/2023

Name:

Service Address or Request Location: Between 22 Crosswoods Road and 24 Crosswoods Road

Location:

Phone Number:

Email Address:

Reported By: Randy Bickley

Department: Drainage

Ward:

Nature of Request: Sinkhole has formed in the yard

Scheduled Completion

Date:

Date Work Order Completed: 01/15/2025

Completed:

Work Order Completed By: Hemphill Construction Company

By:

Scope of Work Completed: Removed old galvanized pipe. Installed approximately 130 lf of concrete pipe. Stabilized with concrete blocks/brick. Grouted around inlet at pipe connection. Backfilled area.

Locate Number If

Necessary:

Additional Information: ***Hemphill to perform work. Carly Beth Dearman

Concrete Repair

Required/Details:

Sod/Yard Restoration

Required/Details:

Asphalt Repair

Required/Details:

Invoice & Cost

Information:

Meter Deposit Amount:

Tap Fee Amount:

Status:





JOB NO: H24192-

PROJECT: Brandon Maintenance

DATE: 1/7/2025

DAY OF WEEK: TUESDAY



ACCIDENTS: YES NO

INCIDENTS: YES NO

SUPERINTENDENT: Chad Phelps

REVIEWED: BK

				TOTAL HOURS / OTHER FOREMAN	010001-											TOTAL	PENETROMETER			
NAME	EMP. #	CLASS	ABSENCE																	
1 KENNETH MCCARDLE	2611	FOREMAN			8.00										8.00	A.M.				
2 JOSEPH WELBORN	1641	Pipelayer			8.00										8.00	READING				
3 BARRET ABRAMS	2930	Trackhoe			8.00										8.00	SOIL TYPE				
4 CHARLES SHOULDERS	2865	Loader			8.00										8.00	LOCATION				
5 CEDRIC HYDE	3377	Labor			8.00										8.00					
6															-	P.M.				
7															-	READING				
8															-	SOIL TYPE				
9															-	LOCATION				
10															-					
11															-					
12															-					
13															-					
14															-					
15															-					

TEMP LABOR	EMPLOYER	POTENTIAL HIRE? Y/N	010001-											
1														-
2														-

DAILY WORK REPORT			EQUIP. #	EQUIP DESCRIPTION	010001-											TOTAL	EQ ODOMETER READINGS		
WORK DAY (Y/N)	WEATHER	FAIR	CLOUDY	RAIN AMOUNT (IN)	TEMPERATURE	TIME WORKED	START	STOP									BEGIN	END	HRS
						1582			Ford F250 Pickup	8.00						8.00			-
						1057			2-Ton Truck	8.00						8.00			-
						12510			Level	8.00						8.00			-
						13716			Pipe Saw	8.00						8.00			-
						9494			Laser	8.00						8.00			-
						5610			Conex Box	8.00						8.00			-
						5215			20' Trailer	8.00						8.00			-
						11619			Centrifugal Pump	8.00						8.00			-
						11654			Diaphragm Pump	8.00						8.00			-
						13816			Trench Box 8'	8.00						8.00			-
						13819			Trench Box 16'	8.00						8.00			-
						13910			Material Box	8.00						8.00			-
						13461			Tamp	8.00						8.00			-
1						13430			Tamp	8.00						8.00			-
2						8593			Pothole Machine	-						-			-
3						2408			926 Cat	8.00						8.00			-
4						2244			303.5 Cat	8.00						8.00			-
5						2393			308 Cat	8.00						8.00			-
6																-			-
7																-			-
8																-			-
9																-			-
10																-			-
11																-			-
12																-			-
13																-			-
14																-			-
14																-			-
14																-			-
15																-			-

REMARKS | SPECIAL INSTRUCTIONS | VISITORS TO PROJECT SITE

Worked on taking down chain link fence in backyard. Put up temporary fence up on both sides of property for pets and children. Cleared out bushes and debris on fence line. Strung out pipe into backyard. Made sure everything was safed up for the night.

THIS WORKING SITE HAS BEEN INSPECTED THIS DAY AND NO APPARENT SAFETY HAZARDS EXIST.

ALL HEAVY EQUIPMENT HAS BEEN INSPECTED AND IS IN GOOD OPERATING ORDER

KENNETH MCCARDLE

FOREMAN

JOB NO: H24192-				ACCIDENTS: ☐ YES ☒ NO	
PROJECT: Brandon Maintenance				INCIDENTS: ☐ YES ☒ NO	
DATE: 1/8/2025				SUPERINTENDENT: Chad Phelps	
DAY OF WEEK: WEDNESDAY				REVIEWED: BK	

					010001-	010001-										TOTAL	PENETROMETER
NAME	EMP. #	CLASS	ABSENCE	TOTAL HOURS / OTHER FOREMAN													
1 KENNETH MCCARDLE	2611	FOREMAN			3.00	5.00										8.00	A.M. _____
2 JOSEPH WELBORN	1641	Pipelayer			3.00	5.00										8.00	READING _____
3 BARRET ABRAMS	2930	Trackhoe			3.00	5.00										8.00	SOIL TYPE _____
4 CHARLES SHOULDERS	2865	Loader			3.00	5.00										8.00	LOCATION _____
5 CEDRIC HYDE	3377	Labor			3.00	5.00										8.00	_____
6																-	P.M. _____
7																-	READING _____
8																-	SOIL TYPE _____
9																-	LOCATION _____
10																-	
11																-	
12																-	
13																-	
14																-	
15																-	

TEMP LABOR	EMPLOYER	POTENTIAL HIRE? Y/N	010001-	010001-													
1																	-
2																	-
																	-

DAILY WORK REPORT			EQUIP. #	EQUIP DESCRIPTION	010001-	010001-										TOTAL	EQ ODOMETER READINGS		
WORK DAY (Y/N)	WEATHER		1582	Ford F250 Pickup	3.00	5.00										8.00	BEGIN	END	HRS
	FAIR		1057	2-Ton Truck	3.00	5.00										8.00			-
	CLOUDY		12510	Level	3.00	5.00										8.00			-
RAIN AMOUNT (IN)			13716	Pipe Saw	3.00	5.00										8.00			-
TEMPERATURE			9494	Laser	3.00	5.00										8.00			-
TIME WORKED	START	STOP	5215	20' Trailer	3.00	5.00										8.00			-
MORNING			11619	Centrifugal Pump	3.00	5.00										8.00			-
AFTERNOON			11654	Diaphragm Pump	3.00	5.00										8.00			-
NIGHT			13816	Trench Box 8'	3.00	5.00										8.00			-
TOTAL HRS FOR DAY			13819	Trench Box 16'	3.00	5.00										8.00			-
WORK COMPLETED			13910	Material Box	3.00	5.00										8.00			-
PHASE	QUANTITY	UNITS	13461	Tamp	3.00	5.00										8.00			-
1			13430	Tamp	3.00	5.00										8.00			-
2			8593	Pothole Machine	-	-										-			-
3			2408	926 Cat	3.00	5.00										8.00			-
4			2244	303.5 Cat	3.00	5.00										8.00			-
5			2393	308 Cat	3.00	-										3.00			-
6																-			-
7																-			-
8																-			-
9																-			-
10																-			-
11																-			-
12																-			-
13																-			-
14																-			-
14																-			-
14																-			-
15																-			-

REMARKS | SPECIAL INSTRUCTIONS | VISITORS TO PROJECT SITE

Worked on shooting grade and started cleaning from around utilities. Started removing old galvanized pipe out from under utilities and out of curb inlet had to make everything safed up. We had to move to a emergency water leak. Went to 122 Woodgate Dr where a boring crew hit a water main with excavator. City got water shut off and we had to open excavation. We found 6" pvc water main that was cracked in top of pipe beside tee. We had to trace crack back the other way. It went all the way to other tee. So we cut out bad section and cut off old glands off of tees. Installed a 6" Fr section of 6" C900 pipe on other side and sleeved together with a 6" Tee. Made sure everything was tightened up properly. Bedded around pipe with sand and city started turning water back on, and we checked for leaks. Wasn't no leak so we backfilled with materials we had on site and made sure everything was cleaned up and safed up for the night. Installed safety fence around the area.

☒ THIS WORKING SITE HAS BEEN INSPECTED THIS DAY AND NO APPARENT SAFETY HAZARDS EXIST.

☒ ALL HEAVY EQUIPMENT HAS BEEN INSPECTED AND IS IN GOOD OPERATING ORDER

KENNETH MCCARDLE
FOREMAN

JOB NO: H24192-				ACCIDENTS: YES ☒ NO ☐	
PROJECT: Brandon Maintenance				INCIDENTS: YES ☒ NO ☐	
DATE: 1/9/2025				SUPERINTENDENT: Chad Phelps	
DAY OF WEEK: THURSDAY				REVIEWED: BK	

				TOTAL HOURS / OTHER FOREMAN	010001-	010001-											TOTAL	PENETROMETER		
NAME	EMP. #	CLASS	ABSENCE																	
1 KENNETH MCCARDLE	2611	FOREMAN			5.00	4.00										9.00	A.M.			
2 JOSEPH WELBORN	1641	Pipelayer			5.00	4.00										9.00	READING			
3 BARRET ABRAMS	2930	Trackhoe			5.00	4.00										9.00	SOIL TYPE			
4 CHARLES SHOULDERS	2865	Loader			5.00	4.00										9.00	LOCATION			
5 CEDRIC HYDE	3377	Labor			5.00	4.00										9.00				
6																-	P.M.			
7																-	READING			
8																-	SOIL TYPE			
9																-	LOCATION			
10																-				
11																-				
12																-				
13																-				
14																-				
15																-				

TEMP LABOR	EMPLOYER	POTENTIAL HIRE? Y/N	010001-	010001-												
1																-
2																-

DAILY WORK REPORT			EQUIP. #	EQUIP DESCRIPTION	010001-	010001-											TOTAL	EQ ODOMETER READINGS		
WORK DAY (Y/N)	WEATHER		1582	Ford F250 Pickup	5.00	4.00									9.00	BEGIN	END	HRS		
	FAIR		1057	2-Ton Truck	5.00	4.00									9.00			-		
	CLOUDY		12510	Level	5.00	4.00									9.00			-		
RAIN AMOUNT (IN)			13716	Pipe Saw	5.00	4.00									9.00			-		
TEMPERATURE			9494	Laser	5.00	4.00									9.00			-		
TIME WORKED	START	STOP	5215	20' Trailer	5.00	4.00									9.00			-		
MORNING			11619	Centrifugal Pump	5.00	4.00									9.00			-		
AFTERNOON			11654	Diaphragm Pump	5.00	4.00									9.00			-		
NIGHT			13816	Trench Box 8'	5.00	4.00									9.00			-		
TOTAL HRS FOR DAY			13819	Trench Box 16'	5.00	4.00									9.00			-		
WORK COMPLETED			13910	Material Box	5.00	4.00									9.00			-		
PHASE	QUANTITY	UNITS	13461	Tamp	5.00	4.00									9.00			-		
1			13430	Tamp	5.00	4.00									9.00			-		
2			8593	Pothole Machine	-	-									-			-		
3			2408	926 Cat	5.00	4.00									9.00			-		
4			2244	303.5 Cat	5.00	4.00									9.00			-		
5			2393	308 Cat	-	4.00									4.00			-		
6															-			-		
7															-			-		
8															-			-		
9															-			-		
10															-			-		
11															-			-		
12															-			-		
13															-			-		
14															-			-		
14															-			-		
14															-			-		
15															-			-		

REMARKS | SPECIAL INSTRUCTIONS | VISITORS TO PROJECT SITE

Had to bring in topsoil with loader and dressed up yard at 122 Woodgate Dr. Raked out yard, and cleaned off roadway. Installed waddies on curb line to prevent washing in roadway. Made sure everything was safed up. Moved back to 22 Crosswoods and prepped area for rain event and installed waddies in front of inlet where pipe was. Made sure everything was safed up for the night.

☒ THIS WORKING SITE HAS BEEN INSPECTED THIS DAY AND NO APPARENT SAFETY HAZARDS EXIST.

☒ ALL HEAVY EQUIPMENT HAS BEEN INSPECTED AND IS IN GOOD OPERATING ORDER.

KENNETH MCCARDLE
FOREMAN

JOB NO: H24192-				ACCIDENTS: ☐ YES ☒ NO	
PROJECT: Brandon Maintenance				INCIDENTS: ☐ YES ☒ NO	
DATE: 1/13/2025				SUPERINTENDENT: Chad Phelps	
DAY OF WEEK: MONDAY				REVIEWED: BK	

				TOTAL HOURS / OTHER FOREMAN	010001-													TOTAL	PENETROMETER
1	KENNETH MCCARDLE	2611	FOREMAN		9.50													9.50	A.M. _____
2	JOSEPH WELBORN	1641	Pipelayer		9.50													9.50	READING _____
3	BARRET ABRAMS	2930	Trackhoe		9.50													9.50	SOIL TYPE _____
4	CHARLES SHOULDERS	2865	Loader		9.50													9.50	LOCATION _____
5	CEDRIC HYDE	3377	Labor		9.50													9.50	_____
6																		-	P.M. _____
7																		-	READING _____
8																		-	SOIL TYPE _____
9																		-	LOCATION _____
10																		-	
11																		-	
12																		-	
13																		-	
14																		-	
15																		-	

TEMP LABOR	EMPLOYER	POTENTIAL HIRE? Y/N	010001-															
1																		-
2																		-

DAILY WORK REPORT			EQUIP. #	EQUIP DESCRIPTION	010001-													TOTAL	EQ ODOMETER READINGS		
WORK DAY (Y/N)																		BEGIN	END	HRS	
WEATHER																					
FAIR																					
CLOUDY																					
RAIN AMOUNT (IN)																					
TEMPERATURE																					
TIME WORKED			START	STOP																	
MORNING																					
AFTERNOON																					
NIGHT																					
TOTAL HRS FOR DAY																					
WORK COMPLETED																					
PHASE			QUANTITY	UNITS																	

1			2408	926 Cat	9.50	-												9.50			
2			2244	303.5 Cat	9.50	-												9.50			
3			2393	308 Cat	9.50	-												9.50			
4																		-			
5																		-			
6																		-			
7																		-			
8																		-			
9																		-			
10																		-			
11																		-			
12																		-			
13																		-			
14																		-			
15																		-			

REMARKS | SPECIAL INSTRUCTIONS | VISITORS TO PROJECT SITE

 Worked on excavating out for storm drain pipe in inlet. Busted out concrete for new 24" concrete pipe. Graded out ditch line for pipe. Installed 2 joints of 24" RCP in box and underneath utilities. Had to brick up around pipe and pour up inlet. Installed sand around pipe for bedding. Backfilled pipe around utilities. Made sure everything was set up for the night and installed safety fence around area.

x THIS WORKING SITE HAS BEEN INSPECTED THIS DAY AND NO APPARENT SAFETY HAZARDS EXIST.
 x ALL HEAVY EQUIPMENT HAS BEEN INSPECTED AND IS IN GOOD OPERATING ORDER

KENNETH MCCARDLE
 FOREMAN

JOB NO:

H24192-

PROJECT:

Brandon Maintenance

DATE:

1/14/2025

DAY OF WEEK:

TUESDAY

ACCIDENTS:YES

☒

NO

INCIDENTS:YES

☒

NO

SUPERINTENDENT:

Chad Phelps

REVIEWED:

BK

HEMPHILL

LOGAN COUNTY

MISSISSIPPI

FOUNDED 1835

	NAME	EMP. #	CLASS	ABSENCE	TOTAL HOURS / OTHER FOREMAN	010001-										TOTAL	PENETROMETER
1	KENNETH MCCARDLE	2611	FOREMAN			9.50										9.50	A.M. _____
2	JOSEPH WELBORN	1641	Pipelayer			9.50										9.50	READING _____
3	BARRET ABRAMS	2930	Trackhoe			9.50										9.50	SOIL TYPE _____
4	CHARLES SHOULDERS	2865	Loader			9.50										9.50	LOCATION _____
5	CEDRIC HYDE	3377	Labor			9.50										9.50	_____
6																-	P.M. _____
7																-	READING _____
8																-	SOIL TYPE _____
9																-	LOCATION _____
10																-	
11																-	
12																-	
13																-	
14																-	
15																-	
TOTAL HOURS																	
TEMP LABOR		EMPLOYER		POTENTIAL HIRE? Y/N		010001-											
1																-	
2																-	
TOTAL HOURS																	
DAILY WORK REPORT				EQUIP. #	EQUIP DESCRIPTION	010001-										TOTAL	EQ ODOMETER READINGS
WORK DAY (Y/N)				1582	Ford F250 Pickup	9.50										9.50	BEGIN END HRS
WEATHER				1057	2-Ton Truck	9.50										9.50	
FAIR				12510	Level	9.50										9.50	
CLOUDY				13716	Pipe Saw	9.50										9.50	
RAIN AMOUNT (IN)				9494	Laser	9.50										9.50	
TEMPERATURE				5610	Conex Box	9.50										9.50	
TIME WORKED				5215	20' Trailer	9.50										9.50	
MORNING				11619	Centrifugal Pump	9.50										9.50	
AFTERNOON				11654	Diaphragm Pump	9.50										9.50	
NIGHT				13816	Trench Box 8'	9.50										9.50	
TOTAL HRS FOR DAY				13819	Trench Box 16'	9.50										9.50	
WORK COMPLETED				13910	Material Box	9.50										9.50	
PHASE				8593	Pothole Machine	-										-	
1				2408	926 Cat	9.50										9.50	
2				2244	303.5 Cat	9.50										9.50	
3				2393	308 Cat	9.50										9.50	
4																-	
5																-	
6																-	
7																-	
8																-	
9																-	
10																-	
11																-	
12																-	
13																-	
14																-	
14																-	
14																-	
15																-	
REMARKS SPECIAL INSTRUCTIONS VISITORS TO PROJECT SITE																	
Started excavating for 24" RCP, graded ditch as we went. Installed 32 joints of pipe, 96 ft in total. Backfilled trench line with mini box and moved old metal pipe. Hauled old metal pipe out with loader. Made sure everything was safed up for the night, and installed safety fence around area.																	
THIS WORKING SITE HAS BEEN INSPECTED THIS DAY AND NO APPARENT SAFETY HAZARDS EXIST.																	
ALL HEAVY EQUIPMENT HAS BEEN INSPECTED AND IS IN GOOD OPERATING ORDER																	
KENNETH MCCARDLE FOREMAN																	

JOB NO: H24192-		PROJECT: Brandon Maintenance		DATE: 1/15/2025		DAY OF WEEK: WEDNESDAY		ACCIDENTS: ☐ YES ☒ NO INCIDENTS: ☐ YES ☒ NO SUPERINTENDENT: Chad Phelps REVIEWED: BK										
																		
NAME		EMP. #	CLASS	ABSENCE	TOTAL HOURS / OTHER FOREMAN	010001-											TOTAL	PENETROMETER
1	KENNETH MCCARDLE	2611	FOREMAN			9.50											9.50	A.M. _____
2	JOSEPH WELBORN	1641	Pipelayer			9.50											9.50	READING _____
3	BARRET ABRAMS	2930	Trackhoe			9.50											9.50	SOIL TYPE _____
4	CHARLES SHOULDERS	2865	Loader			9.50											9.50	LOCATION _____
5	CEDRIC HYDE	3377	Labor			9.50											9.50	_____
6																	-	P.M. _____
7																	-	READING _____
8																	-	SOIL TYPE _____
9																	-	LOCATION _____
10																	-	
11																	-	
12																	-	
13																	-	
14																	-	
15																	-	
TOTAL HOURS						47.50	-	-	-	-	-	-	-	-	-	-	47.50	
TEMP LABOR		EMPLOYER		POTENTIAL HIRE? Y/N		010001-												
1																	-	
2																	-	
TOTAL HOURS																	-	
DAILY WORK REPORT		EQUIP. #		EQUIP DESCRIPTION		010001-											TOTAL	SO DODOMETER READINGS
WORK DAY (Y/N)				1582 Ford F250 Pickup		9.50	-										9.50	BEGIN END HRS
WEATHER				1057 2-Ton Truck		9.50	-										9.50	
FAIR				12510 Level		9.50	-										9.50	
CLOUDY				13716 Pipe Saw		9.50	-										9.50	
RAIN AMOUNT (IN)				9494 Laser		9.50	-										9.50	
TEMPERATURE				5610 Conex Box		9.50	-										9.50	
TIME WORKED		START	STOP	5215 20' Trailer		9.50	-										9.50	
MORNING				11619 Centrifugal Pump		9.50	-										9.50	
AFTERNOON				11654 Diaphragm Pump		9.50	-										9.50	
NIGHT				13816 Trench Box 8'		9.50	-										9.50	
TOTAL HRS FOR DAY				13819 Trench Box 16'		9.50	-										9.50	
WORK COMPLETED				13910 Material Box		9.50	-										9.50	
PHASE		QUANTITY	UNITS	8593 Pothole Machine		-	-										-	
1				2408 926 Cat		9.50	-										9.50	
2				2244 303.5 Cat		9.50	-										9.50	
3				2393 308 Cat		9.50	-										9.50	
4																	-	
5																	-	
6																	-	
7																	-	
8																	-	
9																	-	
10																	-	
11																	-	
12																	-	
13																	-	
14																	-	
15																	-	
REMARKS SPECIAL INSTRUCTIONS VISITORS TO PROJECT SITE																		
Started excavating for 24" pipe and grouted out ditch. Had to remove old pipe from out of backyard inlet. Cleaned out inlet and installed 3 joints of 24" RCP. Bedded around pipe with sand. Had to pour concrete and build a collar with brick to extend inlet box out some for bigger pipe. Cleaned up and hauled out old metal pipe and any trash. Got the city to bring me 3 8 yd dump trucks of topsoil. Finished backfilling trench and dressed up yard as we came out to front. Moved temporary fence back to property line. Installed weedlines down street to prevent from washing in yard.																		
x THIS WORKING SITE HAS BEEN INSPECTED THIS DAY AND NO APPARENT SAFETY HAZARDS EXIST. x ALL HEAVY EQUIPMENT HAS BEEN INSPECTED AND IS IN GOOD OPERATING ORDER																		
KENNETH MCCARDLE FOREMAN																		

<u>Line Item #</u>	<u>QTY</u>	<u>Unit</u>	<u>DESCRIPTION OF WORK</u>	<u>UNIT PRICE</u>	<u>TOTAL</u>
1	5	HR	Superintendent	\$107.00	\$535.00
2	8	HR	Foreman	\$96.81	\$774.48
3	8	HR	Trackhoe & Operator (308)	\$117.19	\$937.52
4	8	HR	Front End Loader & Operator	\$132.47	\$1,059.76
5	8	HR	Pipelayer	\$45.86	\$366.88
6	8	HR	Laborer	\$38.72	\$309.76
7	8	HR	Pickup Truck	\$22.42	\$179.36
8	8	HR	Flatbed Truck	\$19.36	\$154.88
9	8	HR	Small Incidental Tools	\$15.29	\$122.32
TOTAL AMOUNT DUE					\$4,439.96

Storm Drain Pipe Replacement at 55 Terrapin Hill Road North
due to damage by boring cables

***Work was NOT complete as of this invoice.

Invoice #: H24192-04-55175

GL Code: 314-600-702

Funding: HB 1353



Work Order #: 55175

Work Order Date: 09/09/24

Work Type:

Priority:

Status: Open

Prepared By: Carly Dearman

Type of Work Order: Assigned Work Order (During Reg Hours)

Request Type: Drainage - Storm Drain Pipe

Date Requested: 09/09/2024

Name:

Service Address or Request Location: 55 Terrapin Hill Road North

Phone Number:

Email Address:

Reported By:

Department: Drainage

Ward:

Nature of Request: sinkholes along storm drain pipe

Scheduled Completion Date:

Date Work Order Completed:

Work Order Completed By:

Scope of Work Completed:

Locate Number If Necessary:

Additional Information:

Concrete Repair Required/Details:

Sod/Yard Restoration Required/Details:

Asphalt Repair Required/Details:

Invoice & Cost Information:

Meter Deposit Amount:

Tap Fee Amount:

Status: OPEN

Notes

11/06/2024

I texted with Eric at Centerpoint Energy on 11/6/2024 to let him know that we had another gas line bore through the storm drain at 55 Terrapin Hill Road North.

Eric texted back on 11/15/2024 stating that Centerpoint will be there the week of 11/18/2024 to move the gas line.

12/3/2024 - sent follow up text to Eric verifying that the gas line had been moved. Carly Beth Dearman

JOB NO: H24192-

PROJECT: Brandon Maintenance

DATE: 1/31/2025

DAY OF WEEK: FRIDAY



ACCIDENTS: YES ☒ NO

INCIDENTS: YES ☒ NO

SUPERINTENDENT: Chad Phelps

REVIEWED: BK

	NAME	EMP. #	CLASS	ABSENCE	TOTAL HOURS / OTHER FOREMAN	010001-											TOTAL	PENETROMETER
1	KENNETH MCCARDLE	2611	FOREMAN			8.00											8.00	A.M.
2	JOSEPH WELBORN	1641	Pipelayer			8.00											8.00	READING
3	BARRET ABRAMS	2930	Trackhoe			8.00											8.00	SOIL TYPE
4	CHARLES SHOULDERS	2865	Loader			8.00											8.00	LOCATION
5	CEDRIC HYDE	3377	Labor			8.00											8.00	
6																	-	P.M.
7																	-	READING
8																	-	SOIL TYPE
9																	-	LOCATION
10																	-	
11																	-	
12																	-	
13																	-	
14																	-	
15																	-	

TEMP LABOR	EMPLOYER	POTENTIAL HIRE? Y/N	010001-														
1																	-
2																	-
																	-

DAILY WORK REPORT			EQUIP. #	EQUIP DESCRIPTION	010001-												TOTAL	EQ ODOMETER READINGS		
WORK DAY (Y/N)	WEATHER	FAIR	CLOUDY	RAIN AMOUNT (IN)	TEMPERATURE	TIME WORKED	START	STOP										BEGIN	END	HRS
									1582	Ford F250 Pickup	8.00	-					8.00			-
									16A007	F600	8.00	-					8.00			-
									12510	Level	8.00	-					8.00			-
									13716	Pipe Saw	8.00	-					8.00			-
									9494	Laser	8.00	-					8.00			-
									5610	Conex Box	8.00	-					8.00			-
									5215	20' Trailer	8.00	-					8.00			-
									11619	Centrifugal Pump	8.00	-					8.00			-
									11654	Diaphragm Pump	8.00	-					8.00			-
									13816	Trench Box 8'	8.00	-					8.00			-
									13819	Trench Box 16'	8.00	-					8.00			-
									13910	Material Box	8.00	-					8.00			-
									13461	Tamp	8.00	-					8.00			-
1									2244	303.5 Cat	-	-					-			-
2									8593	Pothole Machine	-	-					-			-
3									2408	926 Cat	8.00	-					8.00			-
4									2393	308 Cat	8.00	-					8.00			-
5																	-			-
6																	-			-
7																	-			-
8																	-			-
9																	-			-
10																	-			-
11																	-			-
12																	-			-
13																	-			-
14																	-			-
14																	-			-
14																	-			-
			TOTAL HOURS																	

REMARKS | SPECIAL INSTRUCTIONS | VISITORS TO PROJECT SITE

We set up and shot grade on Storm drain pipe at 55 Terrapin Hill Rd North. We prepped area for pipe and we started stringing pipe out. Moved pipe with loader from Water Tower where we had them stockpiled. Moved 22 joints of 36" RCP and 22 joints of 24" RCP. Strung it out in yard with 308 Cat. Made sure everything was safed up for the weekend.

THIS WORKING SITE HAS BEEN INSPECTED THIS DAY AND NO APPARENT SAFETY HAZARDS EXIST.

ALL HEAVY EQUIPMENT HAS BEEN INSPECTED AND IS IN GOOD OPERATING ORDER

KENNETH MCCARDLE

FOREMAN

Water Leak Repair at 102 Rosewood Lane

Invoice #: H24192-04-56764

GL Code: 400-673-637

Funding: WSOM

Work Order 56764 – 102 Rosewood Lane					
<u>Line Item #</u>	<u>QTY</u>	<u>Unit</u>	<u>DESCRIPTION OF WORK</u>	<u>UNIT PRICE</u>	<u>TOTAL</u>
1	5	HR	Superintendent	\$107.00	\$535.00
2	10	HR	Foreman	\$96.81	\$968.10
3	10	HR	Trackhoe & Operator (308)	\$117.19	\$1,171.90
4	10	HR	Front End Loader & Operator	\$132.47	\$1,324.70
5	10	HR	Pipelayer	\$45.86	\$458.60
6	0	HR	Laborer	\$38.72	\$0.00
7	10	HR	Pickup Truck	\$22.42	\$224.20
8	10	HR	Flatbed Truck	\$19.36	\$193.60
9	10	HR	Small Incidental Tools	\$15.29	\$152.90
TOTAL AMOUNT DUE					\$5,029.00



Work Order #: 56764

Work Order Date: 01/17/25

Work Type:

Priority:

Status: Complete

Prepared By: Lori Sarver

Type of Work Order:

Request Type: Water - Leak

Date Requested: 01/17/2025

Name: ARTHUR PARK

Service Address or 102 ROSEWOOD LANE

Request Location:

Phone Number: 6018136998

Email Address: ARTHURMPARK@YAHOO.COM

Reported By: Protel / Request #771063871 12:37pm

Department: Water

Ward:

Nature of Request: IN BETWEEN HIS HOUSE AND THE NEIGHBOR'S HOUSE, THERE IS A SEVERELY LARGE WATER LEAK BUBBLING FROM THE GROUND NEXT TO THE PROPANE TANK. AAW PROTEL

Scheduled Completion

Date:

Date Work Order 01/27/2025

Completed:

Work Order Completed Hemphill Construction Company

By:

Scope of Work Repaired break in service line where compression coupling had broken. Repaired by cutting

Completed: out bad section of pipe and installing new compression coupling. Backfilled area.

Locate Number If

Necessary:

Additional Information:

Concrete Repair

Required/Details:

Sod/Yard Restoration

Required/Details:

Asphalt Repair

Required/Details:

Invoice & Cost

Information:

Meter Deposit Amount:

Tap Fee Amount:

Status:



JOB NO: H24192-

PROJECT: Brandon Maintenance

DATE: 1/27/2025

DAY OF WEEK: MONDAY

ACCIDENTS: YES ☒ NOINCIDENTS: YES ☒ NO

SUPERINTENDENT: Chad Phelps

REVIEWED: BK

				TOTAL HOURS / OTHER FOREMAN	010001-											TOTAL	PENETROMETER		
NAME	EMP. #	CLASS	ABSENCE																
1 KENNETH MCCARDLE	2611	FOREMAN			10.00										10.00	A.M.			
2 JOSEPH WELBORN	1641	Pipelayer			10.00										10.00	READING			
3 BARRET ABRAMS	2930	Trackhoe			10.00										10.00	SOIL TYPE			
4 CHARLES SHOULDERS	2865	Loader			10.00										10.00	LOCATION			
5 CEDRIC HYDE	3377	Labor	AA		-										-				
6					-										-	P.M.			
7					-										-	READING			
8					-										-	SOIL TYPE			
9					-										-	LOCATION			
10					-										-				
11					-										-				
12					-										-				
13					-										-				
14					-										-				
15					-										-				

TEMP LABOR	EMPLOYER	POTENTIAL HIRE? Y/N	010001-											TOTAL	EQ ODOMETER READINGS		
1																	
2																	

DAILY WORK REPORT			EQUIP. #	EQUIP DESCRIPTION	010001-											TOTAL	BEGIN	END	HRS
WORK DAY (Y/N)			1582	Ford F250 Pickup	10.00	-								10.00			-		
WEATHER			16A007	F600	10.00	-								10.00			-		
FAIR			12510	Level	10.00	-								10.00			-		
CLOUDY			13716	Pipe Saw	10.00	-								10.00			-		
RAIN AMOUNT (IN)			9494	Laser	10.00	-								10.00			-		
TEMPERATURE			5610	Conex Box	10.00	-								10.00			-		
TIME WORKED	START	STOP	5215	20' Trailer	10.00	-								10.00			-		
MORNING			11619	Centrifugal Pump	10.00	-								10.00			-		
AFTERNOON			11654	Diaphragm Pump	10.00	-								10.00			-		
NIGHT			13816	Trench Box 8'	10.00	-								10.00			-		
TOTAL HRS FOR DAY			13819	Trench Box 16'	10.00	-								10.00			-		
WORK COMPLETED			13910	Material Box	10.00	-								10.00			-		
PHASE	QUANTITY	UNITS	13461	Tamp	10.00	-								10.00			-		
1			2244	303.5 Cat	10.00	-								10.00			-		
2			8593	Pothole Machine	-	-								-			-		
3			2408	926 Cat	10.00	-								10.00			-		
4					-	-								-			-		
5					-	-								-			-		
6					-	-								-			-		
7					-	-								-			-		
8					-	-								-			-		
9					-	-								-			-		
10					-	-								-			-		
11					-	-								-			-		
12					-	-								-			-		
13					-	-								-			-		
14					-	-								-			-		
14					-	-								-			-		
14					-	-								-			-		
15					-	-								-			-		

REMARKS | SPECIAL INSTRUCTIONS | VISITORS TO PROJECT SITE

Went to 102 Rosewood Lane to investigate a water leak. It looked like homeowner or someone drove across where they backfilled and made a bad cut in it. We excavated down and set up pump. Found a compressor coupling busted off where arc and poly connected. So we cut out bad section and put a new compressor coupling on it. Backfilled around pipe with sand and cleaned up area. Dressed up area with Mini Hoe. Made sure everything was cleaned and moved back to the city yard when we were done.

☒ THIS WORKING SITE HAS BEEN INSPECTED THIS DAY AND NO APPARENT SAFETY HAZARDS EXIST.

☒ ALL HEAVY EQUIPMENT HAS BEEN INSPECTED AND IS IN GOOD OPERATING ORDER

KENNETH MCCARDLE

FOREMAN

<u>Line Item #</u>	<u>QTY</u>	<u>Unit</u>	<u>DESCRIPTION OF WORK</u>	<u>UNIT PRICE</u>	<u>TOTAL</u>
1	11	HR	Foreman	\$96.81	\$1,064.91
2	11	HR	Trackhoe & Operator (308)	\$117.19	\$1,289.09
3	11	HR	Front End Loader & Operator	\$132.47	\$1,457.17
4	11	HR	Pipelayer	\$45.86	\$504.46
5	22	HR	Laborer	\$38.72	\$851.84
6	11	HR	Pickup Truck	\$22.42	\$246.62
7	11	HR	Flatbed Truck	\$19.36	\$212.96
8	11	HR	Small Incidental Tools	\$15.29	\$168.19
TOTAL AMOUNT DUE					\$5,795.24

Manhole Repair

Invoice #: H24192-01-55131

GL Code: 400-680-637

Funding: WSOM



Work Order #: 55131

Work Order Date: 09/17/24

Work Type:

Priority:

Status: Complete

Prepared By: Lori Sarver

Type of Work Order:

Request Type: Sewer - Manhole

Date Requested: 09/16/2024

Name: Lisa Burt

Service Address or 308 Shiloh Road (at entrance on the left)

Request Location:

Phone Number: 601-624-7780

Email Address:

Reported By: Protel 9:57am

Department: Sewer

Ward:

Nature of Request: Damaged manhole on the left with caution tape around it. **see pic of manhole attached**

Scheduled Completion

Date:

Date Work Order 10/30/2024

Completed:

Work Order Completed Hemphill

By:

Scope of Work Manhole repair - busted out concrete and haul off. Used vac machine to wash and clean out

Completed: manhole where debris was inside manhole. Cemented and repaired the inside of manhole and set casting back on top of manhole and cemented it on. Placed toil soil around casting.

Locate Number If

Necessary:

Additional Information:

Concrete Repair

Required/Details:

Sod/Yard Restoration

Required/Details:

Asphalt Repair

Required/Details:

Invoice & Cost

Information:

Meter Deposit Amount:

Tap Fee Amount:

Status: OPEN



Work Order 55976 – 5091 Meadowood

<u>Line Item #</u>	<u>QTY</u>	<u>Unit</u>	<u>DESCRIPTION OF WORK</u>	<u>UNIT PRICE</u>	<u>TOTAL</u>
1	5	HR	Superintendent	\$107.00	\$535.00
2	10	HR	Foreman	\$96.81	\$968.10
3	10	HR	Trackhoe & Operator (308)	\$117.19	\$1,171.90
4	10	HR	Front End Loader & Operator	\$132.47	\$1,324.70
5	10	HR	Pipelaye	\$45.86	\$458.60
6	10	HR	Laborer	\$38.72	\$387.20
7	10	HR	Pickup Truck	\$22.42	\$224.20
8	10	HR	Flatbed Truck	\$19.36	\$193.60
9	10	HR	Small Incidental Tools	\$15.29	\$152.90
TOTAL AMOUNT DUE					\$5,416.20

Water Leak Repair on 8" Main near 5091 Meadowood Drive

Invoice #: H24192-04-55976

GL Code: 400-673-637

Funding: WSOM



Work Order #: 55976

Work Order Date: 11/25/24

Work Type:

Priority:

Status: Complete

Prepared By: Lori Sarver

Type of Work Order: Call Out (After Reg Hours)

Request Type: Water - Leak

Date Requested: 11/24/2024

Name: Perla Bolanos

Service Address or Request 5091 Meadowood Drive

Location:

Phone Number: 601-669-6449

Email Address:

Reported By: Protel 12:02pm

Department: Water

Ward:

Nature of Request: There is a big water leak by the water meter. The whole side of the yard where is meter is, is saturated.

Scheduled Completion Date:

Date Work Order 01/28/2025

Completed:

Work Order Completed By: Hemphill Construction Company

Scope of Work Completed: Leak on old service saddle at tap. Had to replace service saddle and install compression coupling. Bedded with sand and backfilled area with topsoil

Locate Number If Necessary:

Additional Information:

Concrete Repair

Required/Details:

Sod/Yard Restoration

Required/Details:

Asphalt Repair

Required/Details:

Invoice & Cost Information:

Meter Deposit Amount:

Tap Fee Amount:

Status: OPEN

Notes

12/26/2024 Protel / Request #766443432 12/26/24 3:08pm
Perla Bolanos



JOB NO:

H24192-

PROJECT:

Brandon Maintenance

DATE:

1/28/2025

DAY OF WEEK:

TUESDAY

ACCIDENTS:

INCIDENTS:

SUPERINTENDENT:

Chad Phelps

YES

x

NO

x

NO

REVIEWED:

BK

HEMPHILL

CONSTRUCTION

TO QUALITY

CONFIDENCE SINCE 1987

	NAME	EMP. #	CLASS	ABSENCE	TOTAL HOURS / OTHER FOREMAN	010001-											TOTAL	PENETROMETER
1	KENNETH MCCARDLE	2611	FOREMAN			10.00											10.00	A.M. _____
2	JOSEPH WELBORN	1641	Pipelayer			10.00											10.00	READING _____ D.S. _____
3	BARRET ABRAMS	2930	Trackhoe			10.00											10.00	SOIL TYPE _____ C _____
4	CHARLES SHOULDERS	2865	Loader			10.00											10.00	LOCATION _____ 5093 Meadows Dr _____
5	CEDRIC HYDE	3377	Labor			10.00											10.00	_____
6																	-	P.M. _____
7																	-	READING _____ D.S. _____
8																	-	SOIL TYPE _____ C _____
9																	-	LOCATION _____ 5093 Meadows Dr _____
10																	-	
11																	-	
12																	-	
13																	-	
14																	-	
15																	-	

TEMP LABOR	EMPLOYER	POTENTIAL HIRE? Y/N	010001-														
1																	-
2																	-

DAILY WORK REPORT			EQUIP. #	EQUIP DESCRIPTION	010001-												TOTAL	NO ODOMETER READINGS		
WORK DAY (Y/N)			1582	Ford F250 Pickup	10.00	-											10.00	BEGIN	END	HRS
WEATHER			16A007	F600	10.00	-											10.00			-
FAIR			12510	Level	10.00	-											10.00			-
CLOUDY			13716	Pipe Saw	10.00	-											10.00			-
RAIN AMOUNT (IN)			9494	Laser	10.00	-											10.00			-
TEMPERATURE			5610	Conex Box	10.00	-											10.00			-
TIME WORKED	START	STOP	5215	20' Trailer	10.00	-											10.00			-
MORNING			11619	Centrifugal Pump	10.00	-											10.00			-
AFTERNOON			11654	Diaphragm Pump	10.00	-											10.00			-
NIGHT			13816	Trench Box 8'	10.00	-											10.00			-
TOTAL HRS FOR DAY			13819	Trench Box 16'	10.00	-											10.00			-
WORK COMPLETED			13910	Material Box	10.00	-											10.00			-
PHASE	QUANTITY	UNITS	13461	Tamp	10.00	-											10.00			-
1			2244	303.5 Cat	10.00	-											10.00			-
2			8593	Pothole Machine	-	-											-			-
3			2408	926 Cat	10.00	-											10.00			-
4						-											-			-
5						-											-			-
6						-											-			-
7						-											-			-
8						-											-			-
9						-											-			-
10						-											-			-
11						-											-			-
12						-											-			-
13						-											-			-
14						-											-			-
15						-											-			-

REMARKS | SPECIAL INSTRUCTIONS | VISITORS TO PROJECT SITE

We went to 5093 Meadows Dr in Country meadows trailer park to investigate water leak where city found one. Had to pump out excavation full of water. Started excavating down once we found edge of water main. Found a poly service that we didn't know it was there and we pulled it apart. City had to come shut off water. We cleaned out excavation and found a saddle that was leaking. City brought their pothole machine to assist us. We fixed poly service with new compressor coupling. Removed old saddle and installed a new and connected it to service line. Bedded everything with sand once water was back on. Backfilled excavation in yard. Had to bring in topsoil. Cleaned up everything and moved equipment back to city yard.

THIS WORKING SITE HAS BEEN INSPECTED THIS DAY AND NO APPARENT SAFETY HAZARDS EXIST.

ALL HEAVY EQUIPMENT HAS BEEN INSPECTED AND IS IN GOOD OPERATING ORDER

KENNETH MCCARDLE

FOREMAN



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: CARLY BETH DEARMAN, PUBLIC WORKS OPERATIONS COORDINATOR
BOARD AGENDA: MARCH 17, 2025
SUBJECT: HEMPHILL CONSTRUCTION COMPANY
EMERGENCY REPAIRS
INVOICE APPROVALS

Asking for your consideration to approve the following invoices from Hemphill Construction Company for emergency repairs and authorize payment of the same.

1. 106 The Hills Drive - \$13,619.10 – invoice #: H24192-04-56878 – emergency water leak repair - damaged by Entergy boring contractor
2. Woodgate Drive at Longmeadow Road - \$5,416.20 – invoice #: H24192-04-56615 – emergency water leak repair – damaged by Verizon boring contractor

All services rendered by Hemphill Construction Company on the attached invoicing are at the FY25 General Construction Services commodity bid pricing. All listed repairs were due to circumstances in which the City of Brandon staff on hand were unable to accomplish in an appropriate timeframe or due to the nature of repairs.

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

ATTACHMENTS:

- Hemphill Construction Company invoices

<u>Line Item #</u>	<u>QTY</u>	<u>Unit</u>	<u>DESCRIPTION OF WORK</u>	<u>UNIT PRICE</u>	<u>TOTAL</u>
1	11.5	HR	Superintendent	\$107.00	\$1,230.50
2	20	HR	Foreman	\$96.81	\$1,936.20
3	20	HR	Trackhoe & Operator (308)	\$117.19	\$2,343.80
4	20	HR	Front End Loader & Operator	\$132.47	\$2,649.40
5	20	HR	Pipelayer	\$45.86	\$917.20
6	20	HR	Laborer	\$38.72	\$774.40
7	20	HR	Pickup Truck	\$22.42	\$448.40
8	20	HR	Flatbed Truck	\$19.36	\$387.20
9	20	HR	Small Incidental Tools	\$15.29	\$305.80
10	20	HR	Vacuum Excavator	\$81.52	\$1,630.40
11	1	LS	Ealge Pipe & Supply	\$995.80	\$995.80
TOTAL AMOUNT DUE					\$13,619.10

Emergency Water Leak Repair due to damaged water
line caused by Entergy boring contractor

Invoice #: H24192-04-56878

GL Code: 400-673-637

Funding: WSOM

EMERGENCY CERTIFICATION RE: MCA SECTION 31-7-13(k) (1972, as amended)

I, Carly Beth Dearman, the Public Works Operations Coordinator
for the City of Brandon, Mississippi, have determined that an emergency exists as described in
the memo attached hereto, with regard to the purchase of the commodities or repair contracts,
identified as follows:

Emergency water leak repair due to damaged water line caused by a boring contractor.

Water line damage caused customers in the area to be without water or have low pressure.

at the location/address identified in the memo attached hereto, so that the delay incident to
giving opportunity for competitive bidding would be detrimental to the interest of the
governing authority, and I hereby approve the bill presented therefore for such emergency
commodities and/or contract services provided, and I do hereby certify that the purchase of
such commodities was made from Hemphill Construction Company (or with
_____ from whom such an emergency repair contract was
made), as reflected in the bill(s)/invoice(s) attached hereto and request payment of the same
accordingly.

So certified, this the 12 day of March, 2025.

Carly Beth Dearman

Carly Beth Dearman

(Print Name)

Public Works Operations Coordinator

(Title)

(Note: At the board meeting next following the emergency purchase or repair contract,
documentation of the purchase or repair contract, including a description of the commodity
purchased, the price thereof and the nature of the emergency shall be presented to the board
and shall be placed on the minutes of the board of such governing authority.)



Work Order #: 56878

Work Order Date: 01/28/25

Work Type:

Priority:

Status: Complete

Prepared By: Carly Dearman

Type of Work Order: Unscheduled Emergency Work (During Reg Hours)

Request Type: Water - Leak

Date Requested: 01/28/2025

Name: Chad Hammons with Entergy

Service Address or Request near 106 The Hills

Location:

Phone Number: 601-672-6344

Email Address:

Reported By: Chad Hammons (via phone call to Carly Beth Dearman)

Department: Water

Ward:

Nature of Request: 6" water main damaged by Entergy contractor (Chain Electric) on 1/28/2025 at approximately 10:00am during Entergy boring project

Scheduled Completion Date:

Date Work Order Completed: 01/30/2025

Work Order Completed By: Hemphill

Scope of Work Completed: 6 inch main was hit by contractor. Installed 6" wrap around on damaged area. Backfilled area.

Locate Number If Necessary:

Additional Information: ***See notes - Carly Beth Dearman

Concrete Repair

Required/Details:

Sod/Yard Restoration

Required/Details:

Asphalt Repair

Required/Details:

Invoice & Cost Information:

Meter Deposit Amount:

Tap Fee Amount:

Status:

Notes

01/29/2025 Hemphill is performing repairs with the assistance of the city water crew. Carly Beth Dearman

Employee Cost: \$0.00



450 Industrial Drive
Jackson MS 39209

Your single source for water, sewer, gas, drainage and erosion
control needs.

INVOICE

Date	Account #	Invoice #	Due Date
1/31/2025	H24192	72275	3/2/2025
FAX		PHONE	
601-487-7474		601-487-7473	

BILL TO:				SHIP TO:			
Hemphill Construction Company Inc. PO Drawer 879 Florence, MS 39073				H24192 - Brandon Maint. Project See below for address and contact Brandon, MS 39047 MPC#: MP-31091240			
PO or JOB #	TERMS	REP	ORDER DATE	VIA	F.O.B.	JOB/PROJECT	
H24192 / Kenneth	1% 10 Net 30	NRP	1/30/2025	Eagle Truck	Jobsite	H24192 - Brandon Maint. Project	
QTY	U/M	DESCRIPTION				UNIT	EXT
		** 104 The Hills Drive - Brandon MS **					
1	ea	6in x 12.5in length Wrap Around Repair Clamp with DI Lugs - 6.56in to 6.96in (Ford Meter Box) # F1696125				212.90	212.90
2	ea	6in TX3 Extended Range Coupling - 6.55in to 7.65in (TPS) # TX307650000000				391.45	782.90

Please make your check payable to Eagle Pipe and Supply, LLC and remit to the above address.
Terms are Net 30 days. All past due accounts are subject to a finance charge of 1.5% per month (18% per annum).
We will not accept goods returned without permission and then goods are subject to inspection for decision on possible credit.
To avoid late fees, allow 5 or more days for postal delivery.

Payments on account with a credit card will incur a 4% transaction fee.

Subtotal:	\$995.80
Payments/Credits	\$0.00
Sales Tax: (0.0%)	\$0.00
Balance Due	\$995.80



JOB NO: H24192-

PROJECT: Brandon Maintenance

DATE: 1/29/2025

DAY OF WEEK: WEDNESDAY



ACCIDENTS: YES ☒ NO ☐

INCIDENTS: YES ☒ NO ☐

SUPERINTENDENT: Chad Phelps

REVIEWED: BK

NAME	EMP. #	CLASS	ABSENCE	TOTAL HOURS / OTHER FOREMAN	010001											TOTAL	PENETROMETER	
1 KENNETH MCCARDLE	2611	FOREMAN			10.00											10.00	A.M. _____	
2 JOSEPH WELBORN	1641	Pipelayer			10.00											10.00	READING _____	
3 BARRET ABRAMS	2930	Trackhoe			10.00											10.00	SOIL TYPE _____	
4 CHARLES SHOULDERS	2865	Loader			10.00											10.00	LOCATION _____	
5 CEDRIC HYDE	3377	Labor			10.00											10.00	_____	
6																-	P.M. _____	
7																-	READING _____	
8																-	SOIL TYPE _____	
9																-	LOCATION _____	
10																-		
11																-		
12																-		
13																-		
14																-		
15																-		
TOTAL HOURS					50.00	-	-	-	-	-	-	-	-	-	-	50.00		
TEMP LABOR		EMPLOYER		POTENTIAL HIRE? Y/N	010001													
1																-		
2																-		
TOTAL HOURS																-		
DAILY WORK REPORT					EQUIP. #	EQUIP DESCRIPTION		010001								TOTAL	EQ ODOMETER READINGS	
WORK DAY (Y/N)					1582	Ford F250 Pickup		10.00	-							10.00	BEGIN	END
WEATHER					16A007	F600		10.00	-							10.00		
FAIR					12510	Level		10.00	-							10.00		
CLOUDY					13716	Pipe Saw		10.00	-							10.00		
RAIN AMOUNT (IN)					9494	Laser		10.00	-							10.00		
TEMPERATURE					5610	Conex Box		10.00	-							10.00		
TIME WORKED					5215	20' Trailer		10.00	-							10.00		
MORNING					11619	Centrifugal Pump		10.00	-							10.00		
AFTERNOON					11654	Diaphragm Pump		10.00	-							10.00		
NIGHT					13816	Trench Box 8'		10.00	-							10.00		
TOTAL HRS FOR DAY					13819	Trench Box 16'		10.00	-							10.00		
WORK COMPLETED					13910	Material Box		10.00	-							10.00		
PHASE					13461	Tamp		10.00	-							10.00		
1					2244	303.5 Cat		10.00	-							10.00		
2					8593	Pothole Machine		10.00	-							10.00		
3					2408	926 Cat		10.00	-							10.00		
4																-		
5																-		
6																-		
7																-		
8																-		
9																-		
10																-		
11																-		
12																-		
13																-		
14																-		
15																-		

REMARKS | SPECIAL INSTRUCTIONS | VISITORS TO PROJECT SITE

Went to 304 The Hills Dr to investigate a water leak. Found a leak close to a power transformer. Called a emergency locate in. We started trying to find the water main. Used pothole machine to wash down on utilities in area. Found fire line coming off of hydrant and followed it back to the main. The main was about 8 ft off from where they located it at. We started chasing the water back to find leak. Had to set up 3" trash pump to keep water down. Finally found leak it was from where Chain Electric hit it with their bore machine. City had to come out to find valves to prep for the next day. We made sure everything was safed up for the night, and installed safety fence around area.

THIS WORKING SITE HAS BEEN INSPECTED THIS DAY AND NO APPARENT SAFETY HAZARDS EXIST.

ALL HEAVY EQUIPMENT HAS BEEN INSPECTED AND IS IN GOOD OPERATING ORDER

KENNETH MCCARDLE

FOREMAN

JOB NO: H24192-

PROJECT: Brandon Maintenance

DATE: 1/30/2025

DAY OF WEEK: THURSDAY



ACCIDENTS: YES NO

INCIDENTS: YES NO

SUPERINTENDENT: Chad Phelps

REVIEWED: BK

	NAME	EMP. #	CLASS	ABSENCE	TOTAL HOURS / OTHER FOREMAN	010001-										TOTAL	PENETROMETER
1	KENNETH MCCARDLE	2611	FOREMAN			10.00										10.00	A.M.
2	JOSEPH WELBORN	1641	Pipelayer			10.00										10.00	READING
3	BARRET ABRAMS	2930	Trackhoe			10.00										10.00	SOIL TYPE
4	CHARLES SHOULDERS	2865	Loader			10.00										10.00	LOCATION
5	CEDRIC HYDE	3377	Labor			10.00										10.00	
6																-	P.M.
7																-	READING
8																-	SOIL TYPE
9																-	LOCATION
10																-	
11																-	
12																-	
13																-	
14																-	
15																-	

	TEMP LABOR	EMPLOYER	POTENTIAL HIRE? Y/N	010001-												
1																-
2																-

DAILY WORK REPORT				EQUIP. #	EQUIP DESCRIPTION	010001-										TOTAL	SQ OODMETER READINGS		
																	BEGIN	END	HRS
WORK DAY (Y/N)				1582	Ford F250 Pickup	10.00	-									10.00			-
WEATHER				16A007	F600	10.00	-									10.00			-
FAIR				12510	Level	10.00	-									10.00			-
CLOUDY				13716	Pipe Saw	10.00	-									10.00			-
RAIN AMOUNT (IN)				9494	Laser	10.00	-									10.00			-
TEMPERATURE				5610	Conex Box	10.00	-									10.00			-
TIME WORKED START STOP				5215	20' Trailer	10.00	-									10.00			-
MORNING				11619	Centrifugal Pump	10.00	-									10.00			-
AFTERNOON				11654	Diaphragm Pump	10.00	-									10.00			-
NIGHT				13816	Trench Box 8'	10.00	-									10.00			-
TOTAL HRS FOR DAY				13819	Trench Box 16'	10.00	-									10.00			-
WORK COMPLETED				13910	Material Box	10.00	-									10.00			-
PHASE QUANTITY UNITS				13461	Tamp	10.00	-									10.00			-
1				2244	303.5 Cat	10.00	-									10.00			
2				8593	Pothole Machine	10.00	-									10.00			
3				2408	926 Cat	10.00	-									10.00			
4																-			
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15																-			

REMARKS | SPECIAL INSTRUCTIONS | VISITORS TO PROJECT SITE

We set 3" pump back up and city came out around 8:30 to shut off water. Once water was off we pumped all water down and used pothole machine to clean out from around 6" water main. Once it was cleaned off we installed a 6" wrap around cover hole in place and tightened it up. Then turned water back on and we checked for leaks. Backfilled around pipe with sand to bed pipe. Chain Electric came back out and wanted to bore across road before we backfilled excavation around water main. So we waited till they got done and we cleaned up roadway and backfilled all potholes. Dressed up area and installed a waddle to prevent washing. Moved equipment back to city yard. Made sure everything was safed up for the night.

THIS WORKING SITE HAS BEEN INSPECTED THIS DAY AND NO APPARENT SAFETY HAZARDS EXIST.

ALL HEAVY EQUIPMENT HAS BEEN INSPECTED AND IS IN GOOD OPERATING ORDER

KENNETH MCCARDLE

FOREMAN

<u>Line Item #</u>	<u>QTY</u>	<u>Unit</u>	<u>DESCRIPTION OF WORK</u>	<u>UNIT PRICE</u>	<u>TOTAL</u>
1	5	HR	Superintendent	\$107.00	\$535.00
2	10	HR	Foreman	\$96.81	\$968.10
3	10	HR	Trackhoe & Operator (308)	\$117.19	\$1,171.90
4	10	HR	Front End Loader & Operator	\$132.47	\$1,324.70
5	10	HR	Pipelayer	\$45.86	\$458.60
6	10	HR	Laborer	\$38.72	\$387.20
7	10	HR	Pickup Truck	\$22.42	\$224.20
8	10	HR	Flatbed Truck	\$19.36	\$193.60
9	10	HR	Small Incidental Tools	\$15.29	\$152.90
TOTAL AMOUNT DUE					\$5,416.20

Emergency Water Leak Repair due to damage
by Verizon boring contractor - customers
without water

Invoice #: H24192-04-56615

GL Code: 400-673-637
Funding: WSOM

EMERGENCY CERTIFICATION RE: MCA SECTION 31-7-13(k) (1972, as amended)

I, Carly Beth Dearman, the Public Works Operations Coordinator for the City of Brandon, Mississippi, have determined that an emergency exists as described in the memo attached hereto, with regard to the purchase of the commodities or repair contracts, identified as follows:

Emergency water leak repair due to damaged water line caused by a boring contractor.

Water line damage was so severe that customers were without water in the area for several hours.

at the location/address identified in the memo attached hereto, so that the delay incident to giving opportunity for competitive bidding would be detrimental to the interest of the governing authority, and I hereby approve the bill presented therefore for such emergency commodities and/or contract services provided, and I do hereby certify that the purchase of such commodities was made from Hemphill Construction Company (or with _____ from whom such an emergency repair contract was made), as reflected in the bill(s)/invoice(s) attached hereto and request payment of the same accordingly.

So certified, this the 12 day of March, 2025.

Carly Beth Dearman

Carly Beth Dearman

(Print Name)

Public Works Operations Coordinator

(Title)

(Note: At the board meeting next following the emergency purchase or repair contract, documentation of the purchase or repair contract, including a description of the commodity purchased, the price thereof and the nature of the emergency shall be presented to the board and shall be placed on the minutes of the board of such governing authority.)





Work Order #: 56615

Work Order Date: 01/08/25

Work Type:

Priority:

Status: Complete

Prepared By: Lori Sarver

Type of Work Order: Unscheduled Emergency Work (During Reg Hours)

Request Type: Damage by Contractor

Date Requested: 01/08/2025

Name:

Service Address or Corner of Woodgate Drive and Longmeadow Road

Request Location:

Phone Number:

Email Address:

Reported By: Michael Perry 11:35am

Department: Water

Ward:

Nature of Request: Danella (Verizon) boring company hit main water line **11:35am COB water crew is on site; email has been sent to Protel**

Scheduled Completion

Date:

Date Work Order 01/09/2025

Completed:

Work Order Completed Hemphill Construction Company

By:

Scope of Work Repaired water leak. Replaced 11 ft of 6" waterline damaged by contractor. Used 6" Hymax

Completed: coupling to sleeve two sections of pipe together. Installed megalugs on side with tees.

Backfilled area and installed erosion control to prevent washing.

Locate Number If

Necessary:

Additional Information: **Low pressure calls from Longmeadow Road, Longmeadow Court, Post Hill Cove

Concrete Repair

Required/Details:

Sod/Yard Restoration

Required/Details:

Asphalt Repair

Required/Details:

Invoice & Cost

Information:

Meter Deposit Amount:

Tap Fee Amount:

Status:

JOB NO:

H24192-

PROJECT:

Brandon Maintenance

DATE:

1/9/2025

DAY OF WEEK:

THURSDAY

ACCIDENTS:YES

☒

NO

INCIDENTS:YES

☒

NO

SUPERINTENDENT:

Chad Phelps

REVIEWED:

BK

HEMPHILL

ESTABLISHED 1904

ALLENDALE, MS SINCE 1987

	NAME	EMP. #	CLASS	ABSENCE	TOTAL HOURS / OTHER FOREMAN	010001-	010001-								TOTAL	PENETROMETER
1	KENNETH MCCARDLE	2611	FOREMAN			5.00	4.00								9.00	A.M. _____
2	JOSEPH WELBORN	1641	Pipelayer			5.00	4.00								9.00	READING _____
3	BARRET ABRAMS	2930	Trackhoe			5.00	4.00								9.00	SOIL TYPE _____
4	CHARLES SHOULDERS	2865	Loader			5.00	4.00								9.00	LOCATION _____
5	CEDRIC HYDE	3377	Labor			5.00	4.00								9.00	_____
6															-	P.M. _____
7															-	READING _____
8															-	SOIL TYPE _____
9															-	LOCATION _____
10															-	
11															-	
12															-	
13															-	
14															-	
15															-	

TEMP LABOR	EMPLOYER	POTENTIAL HIRE? Y/N	010001-	010001-											
1															-
2															-
															-

DAILY WORK REPORT			EQUIP. #	EQUIP DESCRIPTION	010001-									TOTAL	EQ ODOMETER READINGS		
WORK DAY (Y/N)	WEATHER														BEGIN	END	HRS
	FAIR		1582	Ford F250 Pickup	5.00	4.00								9.00			-
	CLOUDY		1057	2-Ton Truck	5.00	4.00								9.00			-
			12510	Level	5.00	4.00								9.00			-
			13716	Pipe Saw	5.00	4.00								9.00			-
	RAIN AMOUNT (IN)		9494	Laser	5.00	4.00								9.00			-
	TEMPERATURE		5610	Conex Box	5.00	4.00								9.00			-
	TIME WORKED	START	STOP	5215	20' Trailer	5.00	4.00							9.00			-
	MORNING			11619	Centrifugal Pump	5.00	4.00							9.00			-
	AFTERNOON			11654	Diaphragm Pump	5.00	4.00							9.00			-
	NIGHT			13816	Trench Box 8'	5.00	4.00							9.00			-
	TOTAL HRS FOR DAY			13819	Trench Box 16'	5.00	4.00							9.00			-
	WORK COMPLETED			13910	Material Box	5.00	4.00							9.00			-
	PHASE	QUANTITY	UNITS	13461	Tamp	5.00	4.00							9.00			-
1				13430	Tamp	5.00	4.00							9.00			-
2				8593	Pothole Machine	-	-							-			-
3				2408	926 Cat	5.00	4.00							9.00			-
4				2244	303.5 Cat	5.00	4.00							9.00			-
5				2393	308 Cat	-	4.00							4.00			-
6														-			-
7														-			-
8														-			-
9														-			-
10														-			-
11														-			-
12														-			-
13														-			-
14														-			-
14														-			-
14														-			-
15														-			-

REMARKS | SPECIAL INSTRUCTIONS | VISITORS TO PROJECT SITE

Had to bring in topsoil with loader and dressed up yard at 122 Woodgate Dr. Raked out yard, and cleaned off roadway. Installed waddies on curb line to prevent washing in roadway. Made sure everything was safed up. Moved back to 22 Crosswoods and prepped area for rain event and installed waddies in front of inlet where pipe was. Made sure everything was safed up for the night.

☒ THIS WORKING SITE HAS BEEN INSPECTED THIS DAY AND NO APPARENT SAFETY HAZARDS EXIST.

☒ ALL HEAVY EQUIPMENT HAS BEEN INSPECTED AND IS IN GOOD OPERATING ORDER

KENNETH MCCARDLE

FOREMAN



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: CARLY BETH DEARMAN, PUBLIC WORKS OPERATIONS COORDINATOR
BOARD AGENDA: MARCH 17, 2025
SUBJECT: HUNTERS WOODS SEWER REPAIR PROJECT
INVOICE APPROVALS

Asking for your consideration to approve the following invoices from Hemphill Construction Company for the Hunters Woods Sewer Repair Project – sewer point repairs and authorize payment of the same.

Invoiced repair locations:

1. Near 123 Longmeadow Road - \$18,685.67 – invoice #: H24192-04-55712 – Hunters Woods Sewer Repair Project – Group 4 of 6
2. Near 140 Longmeadow Road - \$9,733.76 – invoice #: H24192-04-55714 – Hunters Woods Sewer Repair Project – Group 4 of 6
3. Near 182 Woodgate Drive - \$4,866.88 – invoice #: H24192-04-55715 – Hunters Woods Sewer Repair Project – Group 5 of 6

On November 4, 2024, the Board approved for Hemphill Construction Company to proceed with the Hunters Woods Sewer Repair Project - Group 3 sewer point repairs & Hunters Woods Sewer Repair Project – Group 4 sewer point repairs at the FY25 commodity pricing. Each sewer point repair was necessary due to deficiencies in the sewer lines that were allowing infiltration and restricted flow in the system.

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

ATTACHMENTS:

- Hemphill Construction Company Invoices

GL Code: 400-680-637

Funding: WSOM

<u>Line Item #</u>	<u>QTY</u>	<u>Unit</u>	<u>DESCRIPTION OF WORK</u>	<u>UNIT PRICE</u>	<u>TOTAL</u>
1	31	HR	Foreman	\$96.81	\$3,001.11
2	31	HR	Trackhoe & Operator (320)	\$142.66	\$4,422.46
3	31	HR	Front End Loader & Operator	\$132.47	\$4,106.57
4	10	HR	Pipelayer	\$45.86	\$458.60
5	62	HR	Laborer	\$38.72	\$2,400.64
6	31	HR	Pickup Truck	\$22.42	\$695.02
7	31	HR	Flatbed Truck	\$19.36	\$600.16
8	31	HR	Small Incidental Tools	\$15.29	\$473.99
9	31	HR	Vacuum Excavator	\$81.52	\$2,527.12
TOTAL AMOUNT DUE					\$18,685.67

Sewer point repair near 123 Longmeadow Road

Hunters Woods Sewer Point Repair Project - Group 4 of 6

Invoice #: H24192-04-55712

GL Code: 400-680-637

Funding: WSOM



Work Order #: 55712

Work Order Date: 11/04/24

Work Type:

Priority:

Status: Complete

Prepared By: Carly Dearman

Type of Work Order: Assigned Work Order (During Reg Hours)

Request Type: Sewer - General

Date Requested: 11/04/2024

Name: Carly Beth Dearman

Service Address or Request Location: near 123 Longmeadow Road

Phone Number:

Email Address:

Reported By: Hunters Woods Sewer Repair Project

Department: Sewer

Ward:

Nature of Request: hole in sewer line - 262 lf downstream of MH 870

Scheduled Completion Date:

Date Work Order Completed: 01/15/2025

Work Order Completed By: Hemphill Construction Company

Scope of Work Completed: Replaced 3 lf of 8" sewer pipe and used two 8X8 Fernco couplings

Locate Number If Necessary:

Additional Information:

Concrete Repair Required/Details:

Sod/Yard Restoration Required/Details:

Asphalt Repair Required/Details:

Invoice & Cost Information:

Meter Deposit Amount:

Tap Fee Amount:

Status: OPEN

Notes

11/08/2024 Board Approved - 11/4/2024

Gave to Hemphill to add to repair list on 11/8/2024.

Carly Beth Dearman

Employee Cost: \$0.00
Equipment Cost: \$0.00
Material Cost: \$0.00

JOB NO: H24192-				ACCIDENTS: ☐ YES ☒ NO	
PROJECT: BRANDON T & M				INCIDENTS: ☐ YES ☒ NO	
DATE: 1/13/2025				SUPERINTENDENT: Chad Phelps	
DAY OF WEEK: MONDAY		REVIEWED: BK			

NAME	EMP. #	CLASS	ABSENCE	TOTAL HOURS / OTHER FOREMAN	010001-									TOTAL	PENETROMETER
1 WENDELL PITTS	2615	FOREMAN			10.00									10.00	A.M.
2 ROBERT LADNER	1019	Trackhoe			10.00									10.00	READING
3 JEFFERY PITTS	2771	Trackhoe			10.00									10.00	SOIL TYPE
4 MATTHEW GROSS	3341	Pipelayer			10.00									10.00	LOCATION
5 DILLION WALTERS	2630	LABOR			10.00									10.00	
6 CARLOS DE LE CRUZ	3342	LABOR			10.00									10.00	P.M.
7														-	READING
8														-	SOIL TYPE
9														-	LOCATION
10														-	
11														-	
12														-	
13														-	
14														-	
15														-	

TEMP LABOR	EMPLOYER	POTENTIAL HIRE? Y/N	010001-											
1														
2														
TOTAL HOURS														

DAILY WORK REPORT		EQUIP. #	EQUIP DESCRIPTION	010001-										TOTAL	EQ DOORMETER READINGS		
															BEGIN	END	HRS
WORK DAY (Y/N)		1570	F250 FOREMAN TRK	10.00										10.00			-
WEATHER		1056	2 TON	10.00										10.00			-
FAIR		12762	LEVEL	10.00										10.00			-
CLOUDY		13780	PIPESAW	10.00										10.00			-
RAIN AMOUNT (IN)		9468	LASER	10.00										10.00			-
TEMPERATURE		11614	3" Trash Pump	10.00										10.00			-
TIME WORKED	START STOP	11652	3" Diaphram Pump	10.00										10.00			-
MORNING		5614	Conex Box	10.00										10.00			-
AFTERNOON		2412	CAT 926M	10.00										10.00			-
NIGHT		8593	VAC MACHINE	10.00										10.00			-
TOTAL HRS FOR DAY		2245	CAT 303	10.00										10.00			-
WORK COMPLETED		2322	CAT 316	10.00										10.00			-
PHASE	QUANTITY UNITS													-			-
1														-			-
2														-			-
3														-			-
4														-			-
5														-			-
6														-			-
7														-			-
8														-			-
9														-			-
10														-			-
11														-			-
12														-			-
13														-			-
14														-			-
15														-			-
TOTAL HOURS														120.00			-

REMARKS SPECIAL INSTRUCTIONS VISITORS TO PROJECT SITE																	
BEGIN STATION:										END STATION:							
potholing on Longmeadow																	

For: ☐ THIS WORKING SITE HAS BEEN INSPECTED THIS DAY AND NO APPARENT SAFETY HAZARDS EXIST. ☐ ALL HEAVY EQUIPMENT HAS BEEN INSPECTED AND IS IN GOOD OPERATING ORDER WENDELL PITTS FOREMAN																	
--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

JOB NO:

H24192-

PROJECT:

BRANDON T & M

DATE:

1/14/2025

DAY OF WEEK:

TUESDAY

ACCIDENTS:YES

X

NO

INCIDENTS:YES

X

NO

SUPERINTENDENT:

Chad Phelps

REVIEWED:

BK

LOGO

HEMPHILL

CONCRETE

ESTABLISHED 1985

	NAME	EMP. #	CLASS	ABSENCE	TOTAL HOURS / OTHER FOREMAN	010001-										TOTAL	PENETROMETER
1	WENDELL PITTS	2615	FOREMAN			10.00										10.00	A.M
2	ROBERT LADNER	1019	Trackhoe			10.00										10.00	READING
3	JEFFERY PITTS	2771	Trackhoe			10.00										10.00	SOIL TYPE
4	MATTHEW GROSS	3341	Pipelayer			-										-	LOCATION
5	DILLION WALTERS	2630	LABOR			10.00										10.00	
6	CARLOS DE LE CRUZ	3342	LABOR			10.00										10.00	P.M
7																-	READING
8																-	SOIL TYPE
9																-	LOCATION
10																-	
11																-	
12																-	
13																-	
14																-	
15																-	

TEMP LABOR	EMPLOYER	POTENTIAL HIRE? Y/N	010001-														
1																	-
2																	-

DAILY WORK REPORT		EQUIP. #	EQUIP DESCRIPTION	010001-												TOTAL	ELI DOMETER READINGS		
																	BEGIN	END	HRS
WORK DAY (Y/N)		1570	F250 FOREMAN TRK	10.00												10.00			-
WEATHER		1056	2 TON	10.00												10.00			-
FAIR		12762	LEVEL	10.00												10.00			-
CLOUDY		13780	PIPESAW	10.00												10.00			-
RAIN AMOUNT (IN)		9468	LASER	10.00												10.00			-
TEMPERATURE		11614	3" Trash Pump	10.00												10.00			-
TIME WORKED	START	STOP	11652	3" Diaphram Pump	10.00											10.00			-
MORNING			5614	Conex Box	10.00											10.00			-
AFTERNOON			2412	CAT 926M	10.00											10.00			-
NIGHT			8593	VAC MACHINE	10.00											10.00			-
TOTAL HRS FOR DAY			2245	CAT 303	-											-			-
WORK COMPLETED			2322	CAT 316	10.00											10.00			-
PHASE	QUANTITY	UNITS														-			-
1																-			-
2																-			-
3																-			-
4																-			-
5																-			-
6																-			-
7																-			-
8																-			-
9																-			-
10																-			-
11																-			-
12																-			-
13																-			-
14																-			-
14																-			-
14																-			-
15																-			-

REMARKS | SPECIAL INSTRUCTIONS | VISITORS TO PROJECT SITE

BEGIN STATION:

END STATION:

Picked up vac machine from Brandon yard and filled with water and pot holed for utilities. Found 2 power lines but the third one we haven't found. We're pot holing down and letting Robert dig to where potholes stops and keep looking for it. Took vac machine to Brandon yard and winterized it.

Per

THIS WORKING SITE HAS BEEN INSPECTED THIS DAY AND NO APPARENT SAFETY HAZARDS EXIST.

ALL HEAVY EQUIPMENT HAS BEEN INSPECTED AND IS IN GOOD OPERATING ORDER

WENDELL PITTS

FOREMAN

<u>Line Item #</u>	<u>QTY</u>	<u>Unit</u>	<u>DESCRIPTION OF WORK</u>	<u>UNIT PRICE</u>	<u>TOTAL</u>
1	16	HR	Foreman	\$96.81	\$1,548.96
2	16	HR	Trackhoe & Operator (308)	\$117.19	\$1,875.04
3	16	HR	Front End Loader & Operator	\$132.47	\$2,119.52
4	16	HR	Pipelayer	\$45.86	\$733.76
5	32	HR	Laborer	\$38.72	\$1,239.04
6	16	HR	Pickup Truck	\$22.42	\$358.72
7	16	HR	Flatbed Truck	\$19.36	\$309.76
8	16	HR	Small Incidental Tools	\$15.29	\$244.64
9	16	HR	Vacuum Excavator	\$81.52	\$1,304.32
TOTAL AMOUNT DUE					\$9,733.76

Sewer point repair at 140 Longmeadow Road

Hunters Woods Sewer Point Repair Project - Group 4 of 6
11/4/2024 - Board gave permission to proceed with repairs

Invoice #: H24192-04-55714

GL Code: 400-680-637
Funding: WSOM



Work Order #: 55714

Work Order Date: 11/04/24

Work Type:

Priority:

Status: Complete

Prepared By: Carly Dearman

Type of Work Order: Assigned Work Order (During Reg Hours)

Request Type: Sewer - General

Date Requested: 11/04/2024

Name: Carly Beth Dearman

Service Address or Request Location: near 140 Longmeadow Road

Phone Number:

Email Address:

Reported By: Hunters Woods Sewer Repair Project

Department: Sewer

Ward:

Nature of Request: hole in sewer line - 112 lf downstream of MH 857

Scheduled Completion Date:

Date Work Order Completed: 01/09/2025

Work Order Completed By: Hemphill Construction

Scope of Work Completed: Repair on 8" line

Locate Number If Necessary:

Additional Information:

Concrete Repair Required/Details:

Sod/Yard Restoration Required/Details:

Asphalt Repair Required/Details:

Invoice & Cost Information:

Meter Deposit Amount:

Tap Fee Amount:

Status: OPEN

Notes

11/08/2024 Board Approved 11/4/2024

Gave to Hemphill to place on repair list on 11/8/2024.

Carly Beth Dearman

Employee Cost: \$0.00
Equipment Cost: \$0.00
Material Cost: \$0.00

[illegible]

[illegible]

<u>Line Item #</u>	<u>QTY</u>	<u>Unit</u>	<u>DESCRIPTION OF WORK</u>	<u>UNIT PRICE</u>	<u>TOTAL</u>
1	8	HR	Foreman	\$96.81	\$774.48
2	8	HR	Trackhoe & Operator (308)	\$117.19	\$937.52
3	8	HR	Front End Loader & Operator	\$132.47	\$1,059.76
4	8	HR	Pipelayer	\$45.86	\$366.88
5	16	HR	Laborer	\$38.72	\$619.52
6	8	HR	Pickup Truck	\$22.42	\$179.36
7	8	HR	Flatbed Truck	\$19.36	\$154.88
8	8	HR	Small Incidental Tools	\$15.29	\$122.32
9	8	HR	Vacuum Excavator	\$81.52	\$652.16
TOTAL AMOUNT DUE					\$4,866.88

Sewer point repair at 182 Woodgate Drive

Hunters Woods Sewer Point Repair Project - Group 5 of 6
11/4/2024 - Board gave permission to proceed with repairs

Invoice #: H24192-04-55715

GL Code: 400-680-637

Funding: WSOM



Work Order #: 55715

Work Order Date: 11/04/24

Work Type:

Priority:

Status: Complete

Prepared By: Carly Dearman

Type of Work Order: Assigned Work Order (During Reg Hours)

Request Type: Sewer - General

Date Requested: 11/04/2024

Name: Carly Beth Dearman

Service Address or Request Location: near 182 Woodgate Drive

Phone Number:

Email Address:

Reported By: Hunters Woods Sewer Repair Project

Department: Sewer

Ward:

Nature of Request: hole in sewer line - 347 lf downstream of MH 815

Scheduled Completion Date:

Date Work Order Completed: 01/09/2025

Work Order Completed By: Hemphill Construction Company

Scope of Work Completed: Repaired damaged sewer line

Locate Number If Necessary:

Additional Information:

Concrete Repair Required/Details:

Sod/Yard Restoration Required/Details:

Asphalt Repair Required/Details:

Invoice & Cost Information:

Meter Deposit Amount:

Tap Fee Amount:

Status: OPEN

Notes

11/08/2024 Board Approved 11/4/2024

Gave to Hemphill to place on repair list 11/8/2024.

Carly Beth Dearman

Employee Cost: \$0.00
Equipment Cost: \$0.00
Material Cost: \$0.00

[illegible]



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: CARLY BETH DEARMAN, PUBLIC WORKS OPERATIONS COORDINATOR
BOARD AGENDA: MARCH 17, 2025
SUBJECT: 2024 DIAMOND EMERALD SEWER REHABILITATION CDBG PROJECT
MDA SUBGRANT FORM
GRANT IDENTIFIER: CDBG-PF-24

Asking for your consideration to approve the MS Development Authority Subgrant Signature Sheet obligating federal funding in the amount of \$691,041.00 for the 2024 Diamond Emerald Sewer Rehabilitation CDBG Project and authorize the Mayor to execute the same.

The city match for this project is in the amount of \$173,000.00.

On September 3, 2024, the Board adopted a Section 3 Resolution and a Maintenance Plan Resolution related to the 2024 Diamond Emerald Sewer Rehabilitation CDBG Project.

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

ATTACHMENTS:

- MDA Subgrant Signature Sheet



MEMORANDUM

TO: All CDBG-PF Grantees

FROM: Chuck Bearman

DATE: March 3, 2025

SUBJECT: Presidential Executive Orders

Beginning on January 20, 2025, President Donald J. Trump issued a number of Executive Orders amending or eliminating prior Executive Orders, regulations, and guidelines which govern federal grants. Specifically, Executive Order 14173 (Jan. 21, 2025) revoked Executive Orders 11246 and 12898.

At the present time, challenges have been raised to these actions, and some courts have issued injunctions against them, for which appeals are being pursued. It is unclear what federal requirements will be determined to govern the CDBG grants. Furthermore, the U.S. Department of Housing and Urban Development is reviewing its regulations and will be providing guidance soon as to the applicability of those.

The Mississippi Development Authority will provide guidance to subrecipients as soon as some clarity is brought either by HUD or the courts.



State of Mississippi

TATE REEVES

Governor

MISSISSIPPI DEVELOPMENT AUTHORITY

William V. Cork

Executive Director

March 3, 2025

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

RE: Grant Agreement – City of Brandon
Project Number –1201-24-128-PF-01

Dear Mayor Lee:

I am pleased to provide you with a Subgrant Agreement for your approved Community Development Block Grant ("CDBG") project.

Please read this agreement carefully, have your legal counsel review it, and obtain any necessary approvals to execute it. Once all three enclosed copies are executed by the appropriate authorized representative, please return them to me within forty-five (45) days of the date of this letter. The Mississippi Development Authority's ("MDA") board will then review and provide final approval, after which the agreement will be signed by the appropriate MDA authority and a fully executed copy will be returned to you.

As you know, this Subgrant Agreement involves federal CDBG funds which must be administered in accordance with all applicable federal and state laws, regulations, and guidelines. Noncompliance with any of those requirements may result in corrective action measures being imposed upon a subrecipient, including demands for repayment of CDBG funds. Let me point out specifically that these agreements are contingent upon environmental clearance, which must be completed within four (4) months of the award date. If this is not accomplished, the Subgrant Agreement will be automatically voided. Remember as well that no request for cash will be processed until the environmental clearance is granted, with the exception of the application preparation fee.

Congratulations on receiving this CDBG grant to carry out this community development project to improve the quality of life in the City of Brandon. If you have questions, please contact Brandon Rankin, Federal Grants Program Manager, at (601) 359-2873 or Brankin@mississippi.org.

Sincerely,

A handwritten signature in blue ink that reads "Lisa Maxwell".

Lisa Maxwell

Deputy Director, Community Incentives

LM:br

Enclosures



State of Mississippi

TATE REEVES
Governor

January 28, 2025

Mayor Butch Lee
City of Brandon
PO Box 1539
Brandon, MS 39043-1539

Dear Mayor Lee:

I am pleased to inform you that the city of Brandon's application for Regular Public Facilities funds through the Community Development Block Grant program in the amount of \$691,041 has been approved by Mississippi Development Authority.

Through this application for funding, the city of Brandon has demonstrated its local commitment to addressing the community development needs in Mississippi. I commend you for this initiative and for helping to improve the quality of life in your community.

The contract is contingent upon environmental clearance, which must be completed within four months of the award date, or it will automatically be voided. Lisa Maxwell, Community Incentives Division deputy director, will be in contact with you regarding your grant agreement. Should you have any questions, you may reach Lisa at 601-359-2498 or lmaxwell@mississippi.org.

Sincerely,

A handwritten signature in blue ink that reads "Tate Reeves".

Tate Reeves
Governor

TR:lm

cc: Honorable Roger Wicker, United States Senate
Honorable Cindy Hyde-Smith, United States Senate
Honorable Michael Guest, U.S. House of Representatives

**MISSISSIPPI DEVELOPMENT
AUTHORITY
SUBGRANT SIGNATURE SHEET**
501 North West Street, 5th Floor (zip: 39201) • Post Office Box 849 (zip: 39205)
Jackson, Mississippi

1. Subgrantee's Name, Address, and Telephone Number City of Brandon P.O.Box 1539 Brandon, MS 39043-1539 601-981-1511 UEI Number: LL4XF8LHN7U7 CAGE Number: 646TU7 Fiscal Year End: 9/30	2. Effective Date: January 28, 2025 3. Subgrant Number: 1201-24-128-PF-01 4. Grant Identifier: (Funding Source & Year): CDBG-PF-24 CDFA 14.228 5. Beginning and Ending Dates: January 28, 2025 - January 28, 2027 6. Subgrant Payment Method: Current Needs 7. Page 1 of 21						
8. Project Description: Sewer improvements as specified in their 2024 Community Development Block Grant Public Facilities Application.	9. National Objective: Low/Moderate 10. The following funds are obligated: <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;">Federal</td> <td style="text-align: center;">Other</td> </tr> <tr> <td style="text-align: center;">\$691,041.00</td> <td style="text-align: center;">\$173,000.00</td> </tr> </table>	Federal	Other	\$691,041.00	\$173,000.00		
Federal	Other						
\$691,041.00	\$173,000.00						
11. The subgrantee agrees to operate the program outlined in this subgrant in accordance with all provisions of this subgrant included herein. The following sections are attached and incorporated into this agreement: <table style="width: 100%; border: none;"> <tr> <td>☒ General Terms and Conditions</td> <td>☒ Financial Reports and Recordkeeping</td> </tr> <tr> <td>☒ Budget</td> <td>☒ Special Provisions Stipulated by HUD</td> </tr> <tr> <td>☒ Special Conditions</td> <td>☒ State of MS CDBG Assurances</td> </tr> </table> All policies, terms, conditions, and provisions of the current notebooks entitled <i>Community Development Block Grant Program</i>, <i>CDBG Implementation Manual</i>, and <i>CDBG Policy Statements</i> are also incorporated into this agreement, and Subgrantee agrees to fully comply therewith.		☒ General Terms and Conditions	☒ Financial Reports and Recordkeeping	☒ Budget	☒ Special Provisions Stipulated by HUD	☒ Special Conditions	☒ State of MS CDBG Assurances
☒ General Terms and Conditions	☒ Financial Reports and Recordkeeping						
☒ Budget	☒ Special Provisions Stipulated by HUD						
☒ Special Conditions	☒ State of MS CDBG Assurances						
12. Approved for Contractor:	13. Approved for Subgrantee:						
Signature Date Name: William V. Cork Title: Executive Director & Chief Economic Dev. Officer Mississippi Development Authority	Signature Date Name: Butch Lee Title: Mayor, City of Brandon						

Applicant:	City of Brandon	DFA Vendor #:	3100024322
Funding Year:	2024	Grant Year :	2024
			1201-24-128-PF-01

Rev. 2024

PART I. GENERAL TERMS AND SPECIAL CONDITIONS

Award is hereby made in the amount of and for the period shown on the "Signature Sheet" in the form of a grant under "The Housing and Community Development Act of 1974" ("HCDA") (12 U.S.C. 1706e), as amended, to the Recipient identified in Section 1 of the "Signature Sheet" ("Subgrantee") in accordance with the plan set forth in the Application of the above mentioned Subgrantee and subject to any attached revisions or special conditions.

This Agreement is subject to all applicable rules, regulations, conditions, and assurances as prescribed by the Mississippi Development Authority's ("MDA") Community Development's Block Grant Program Final Statement, as well as the U.S. Department of Housing and Urban Development's Community Development Block Grants: State's Program Final Rule (24 CFR Part 570), and to each and every federal and state statute, rule, regulation, and guideline affecting the application for, receipt of, and expenditure of Community Development Block Grant ("CDBG") funds. It is also subject to such further rules, regulations, and policies as may be reasonably prescribed by the state or federal government consistent with the purposes and authorization of HCDA and subsequent amendments.

This Agreement is also made subject to any and all conditions, special conditions, and assurances set forth below and attached hereto and made a specific part hereof at the time of the award of these funds. The Application submitted for these funds is incorporated by reference herein and made a part hereof, including any changes, modifications, deletions, or amendments contained therein. (See Section 16). Any unauthorized change or amendment by the Subgrantee to the provisions of this Agreement shall be considered invalid, and MDA reserves the right not to reimburse the Subgrantee for any expenses or costs associated with such an unauthorized change or amendment.

- 1. TERMINATION:** MDA reserves the right to withhold grant funds or to terminate this contract for cause, if the Subgrantee fails to fulfill in a timely and proper manner the obligations under this Agreement or if the Subgrantee should violate any of the covenants, agreements, conditions, special conditions, or assurances of this Agreement, by giving written notice to the Subgrantee of the suspension or termination, specifying the effective date thereof.
- 2. AWARD LIMITATION:** The Subgrantee specifically acknowledges, understands, and agrees that the CDBG award is limited to the amount under this Agreement. The Subgrantee further understands and agrees that in the event the costs of the project exceed the funds awarded under this Agreement, the Subgrantee is solely responsible for providing the additional funds required to complete the project.
- 3. PROJECT COMPLETION:** The Subgrantee hereby agrees that the project and activities for which these CDBG funds are awarded shall deliver a fully completed and operative project upon conclusion. It is further acknowledged and agreed that Subgrantee's failure to complete the project will be grounds for MDA to demand full repayment of the CDBG award, with any interest and penalties assessed, and to take any and all necessary actions to gain a full and complete repayment, with the Subgrantee bearing all costs incurred by MDA in bringing such action.

4. **EFFECTIVE DATE:** This Agreement shall become effective on the date set forth in Section 2 of the "Signature Sheet" provided that this Agreement shall have been fully completed, executed by the Subgrantee, and received in the office of MDA.
5. **CONTRACTOR SUSPENSION/DEBARMENT:** It is acknowledged and agreed that the Subgrantee is prohibited from contracting with or making subawards to parties and/or entities that are suspended and/or debarred or whose principals are suspended and/or debarred by MDA, any federal agency, or any other Mississippi state agency. Suspension or debarment may apply to new and/or ongoing transactions.
6. **ADHERENCE TO THE MISSISSIPPI EMPLOYMENT PROTECTION ACT:** The Subgrantee acknowledges and agrees that it will strictly comply with the "Mississippi Employment Protection Act" (Miss. Code Ann. §71-11-1 *et seq.*), as well as any and all applicable federal and state laws, regulations, and guidelines to ensure that people working on federal and/or state funded agreements, awards, contracts, subcontracts, subawards, and other undertakings are citizens or the United States of America or legal immigrants to this country. It is the acknowledged and agreed to responsibility of the Subgrantee that it and all subgrantees, subrecipients, contractors, and companies engaged by it, or others entering into contracts concerning or furthering the activities of outlined by the Agreement will register and participate in the status verification system established by the "Illegal Immigration Reform and Immigrant Responsibility Act of 1996" and operated by the United States Department of Homeland Security as the "E-Verify Program," or any other successor electronic verification system replacing the "E-Verify Program." Furthermore, the Subgrantee and all of its subgrantees, subrecipients, contractors, and companies engaged by it will utilize the status verification system for any person engaged in or hired to perform work for the project for which this CDBG award is being made and further agrees to maintain records of its and its contractors of compliance with said status verification system and will, upon request of any authorized federal or state agency, provide a copy of each such verification to the requesting entity.

Subgrantee further represents and warrants that any person assigned to perform services hereunder meet the employment eligibility requirements of all immigration laws of the United States of America and the State of Mississippi. Subgrantee understands and agrees that any breach of these warranties may subject Subgrantee to the penalties and corrective actions outlined by federal and state law, including, but not limited to, possible repayment of all CDBG funds expended on the project and possible debarment from receiving federal or state funds for future projects.

7. **DEBARMENT AND SUSPENSION:** MDA must ensure that Subgrantees of federal assistance are not debarred or suspended or otherwise excluded from or ineligible from participation in Federal Programs under Executive Order 12549, 22 CFR Part 513, and 2 CFR Part 200. MDA has performed the required due diligence by verifying the SAM.GOV database to ensure at pre-award that a Subgrantee has met this certification. In the event that a Subgrantee is found to be suspended, debarred, ineligible, or voluntarily excluded from federal grant program participation at any time during the

contract period, MDA may pursue available remedies, including suspension and/or debarment or termination of the Agreement.

8. SPECIAL CONDITIONS THAT REQUIRE WRITTEN CLEARANCE:

- A. Mississippi State Department of Health Approval: If applicable, prior to the release of any CDBG funds for water improvement construction, the Subgrantee shall provide written documentation that the plans and specifications have been approved by the Mississippi State Department of Health.
- B. Department of Environmental Quality Approval: If applicable, prior to the release of any CDBG funds for wastewater or solid waste improvement construction, the Subgrantee shall provide written documentation that the plans and specifications have been approved by the Mississippi Department of Environmental Quality, Office of Pollution Control.
- C. Mississippi Public Service Commission Approval: If applicable, prior to the release of CDBG funds for water, sewer, and gas system construction, the Subgrantee shall provide evidence that the Mississippi Public Service Commission has issued a "Certificate of Public Convenience and Necessity" for improvements in an uncertificated and/or unserved area, and/or the transfer of ownership of a system.

9. BUILDING STANDARDS: If applicable, all building construction shall comply with the applicable codes and standards approved by the Southern Building Code and Congress International, Inc., or to locally adopted codes, whichever are more stringent.

10. STATE AID STANDARDS: If applicable, streets or access roads shall be designed and constructed at least to minimum State Aid standards or to local subdivision standards, whichever are more stringent.

11. LMI HOOK-UPS: Low- and moderate-income persons must actually be hooked up to the system in order to be counted as beneficiaries on water, sewer, or gas projects. CDBG funds cannot be used to install nor connect service lines if the property is owned by a person who is not of low- or moderate-income, even if the renter is of low- or moderate-income. The cost of connecting LMI property owners to the service lines can be paid from CDBG or other funds, but the connection to the system must be at no cost to the LMI beneficiaries.

12. GENERATORS AND AUXILIARY POWER SOURCES: CDBG funds may not be used for the purchase of generators or auxiliary power sources in water or sewer improvement projects. The only exception is when the generator is built-in on the wastewater pump stations.

13. NONPERFORMANCE STANDARD: If at the end of twelve (12) months from the start of the contract period construction has not begun, MDA, may, at its option, terminate this Agreement and recapture funds allocated. No contract extensions will be granted unless

the Subgrantee can document circumstances beyond its control that prevented construction.

- 14. FIRE SAFETY CODES:** If applicable, the Subgrantee must comply with local fire safety codes.
- 15. PROGRAM INCOME:** If any program income is generated as result from CDBG funds, the subgrantee shall return these funds to MDA. However, 24 CFR 570.489(e)(2)(v) provides that “proceeds received from the sale of real property acquired or improved in whole or part with CDBG funds will not be considered program income if the proceeds are received more than five (5) years after expiration of the grant agreement and are, therefore, exempt from being tracked.”
- 16. APPLICATION:** The application and all supporting documentation are incorporated by reference herein and made a part hereof, including any changes, modifications, deletions, or amendments contained therein.
- 17. PAYMODE:** Payments by state agencies using the State’s accounting system shall be made and remittance information provided electronically as directed by the state. These payments shall be deposited into the bank account of Subgrantee’s choice. The State may, at its sole discretion, require contractor to electronically submit invoices and supporting documentation at any time during the term of this Agreement. Subgrantee understands and agrees that the State is exempt from the payment of taxes. All payments shall be in United States currency.

PART II. FINANCIAL MANAGEMENT, REPORTS AND RECORD KEEPING

The Subgrantee shall comply with all MDA, State of Mississippi, U.S. Office of Management and Budget (OMB), and CDBG rules, regulations, circulars, policies, and procedures on financial management for all contract expenditures. The Subgrantee shall ensure that its financial management systems provide the necessary internal controls, accounting records and reporting systems to meet generally accepted accounting standards and comply with the applicable OMB uniform cost principles for the type of entity receiving the funds. MDA reserves the right to inspect the local unit of government's financial management systems and to impose additional accounting requirements to ensure that accounting requirements are being met.

1. **ACCESS TO RECORDS AND FACILITIES:** MDA, HUD, HUD's Office of Inspector General, the State Auditor, the Attorney General of Mississippi, the U.S. Attorney, and all other persons and entities duly authorized by the federal or state government shall have full access to and the right to examine and copy any or all books, records, documents and other materials regardless of form or type which are pertinent to contract performance or which reflect direct and indirect costs related to this Agreement. Access right shall continue during the record retention period after the Agreement's ending date and completion of close-out of the grant. This access right shall extend to all business hours and places where any contract activity is conducted. The Subgrantee shall include these access requirements in all subcontracts and any subawards.
2. **AUDITS AND MONITORING:** The Subgrantee shall adhere to applicable federal and state regulations, policies, and procedures governing audits and monitoring, including, but not limited to, 2 CFR Part 200 Subpart F. Recipients of federal awards, as defined by 2 CFR Part 200.1 and 29 CFR Part 99, shall maintain records that identify all federal funds received and expended. The Subgrantee shall comply with any applicable future amendments to 2 CFR Part 200 Subpart F and any other applicable federal and state regulations, policies, and procedures.

The Subgrantee shall be audited annually in accordance with 2 CFR Part 200.504(a). All governmental and nonprofit organizations must follow the audit requirements of 2 CFR Part 200 Subpart F.

All audits shall conform to generally accept auditing and accounting standards and MDA policies and procedures. A copy of each year's financial audit report, which provides a specific reference to this Agreement, shall be mailed to MDA within one week after its receipt by the Subgrantee. All audit reports shall be finalized within six months after the Agreement's ending date unless an alternative date is agreed to in writing by MDA. All audit costs shall be the local unit of government's responsibility.

Failure to submit all audit documentation by the required due dates may deem the Local Units of Government or Non-Profit Organizations in non-compliance with the Audit Requirements. CID may impose sanctions such as suspending payments of current grants until the Audit is received and/or the eligibility for future funding.

3. **LEVERAGED FUNDS:**

- A. The Subgrantee is held to its leveraged fund commitment as stated in the approved application.
 - B. Should a portion of the matching funds not be required (i.e., low bids, MDA approved change in scope of work), MDA will reduce the grant proportionately so that the leveraging ratio holds constant regardless of how funds are budgeted.
4. **IN-KIND SERVICES:** If applicable, any in-kind services to be performed by the Subgrantee or others designated as local match funds must be adequately documented or make actual dollar contributions to provide for the local match funds.
5. **REQUEST FOR CASH:** When submitting a request for cash, the Subgrantee must provide the "Request for Cash" form sheet. Drawdowns should be made only in the amount necessary to meet current disbursement needs. A zero balance must be maintained, and funds must be disbursed within three (3) days of recipient from MDA.
6. **COST OVERRUNS:** The Subgrantee agrees to and understands that the CDBG award is limited to the amount under this Agreement. Any cost overruns will be the sole responsibility of the subgrantee.
7. **BUDGET REVISION ACCEPTANCE:** The Subgrantee agrees and accepts all changes to the budget pages of its CDBG application, and the revised budget forms attached to this Agreement shall constitute the true and correct budget for the Subgrantee's CDBG project and are hereby incorporated by reference herein and made a part of this Agreement.
8. **AVAILABILITY OF FUNDS:** This Agreement is contingent on the availability of funds from HUD.
9. **PROCUREMENT:** The Subgrantee must comply with all state and federal laws dealing with purchasing and acquisition for goods, services and other allowable cost as specified in the application. All procurement transactions must be conducted in a manner to provide free and open competition.
10. **CLOSE-OUT PACKAGE:** Within thirty (30) days after the completion of all activities or sixty (60) days after the expiration of the Agreement, the Subgrantee must submit a complete and acceptable close-out package to MDA.

**PART III. SPECIAL PROVISIONS AND REGULATIONS STIPULATED BY
THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM**

1. ACCESS OF MDA, STATE OF MISSISSIPPI, HUD AND OTHERS TO CDBG DOCUMENTS, PAPERS, AND BOOKS

The Subgrantee agrees to allow MDA, State of Mississippi, HUD, the Comptroller General of the United States, and any of their duly authorized representatives access to any books, documents, papers, and records of the Subgrantee which are directly pertinent to the CDBG Program for the purpose of making audits, examinations, excerpts, and transcriptions.

2. TERMINATION OF AGREEMENT FOR CAUSE

If, through any cause, the Subgrantee shall fail to fulfill in timely and proper manner, his obligations under this Agreement, or if the party contracted by the Subgrantee shall violate any of the covenants, agreements, or stipulations of this Agreement, MDA shall thereupon have the right to terminate this Agreement by giving written notice to the Subgrantee of such termination and specifying the effective date of such termination. In such event, all finished or unfinished documents, data, studies, and reports prepared by the Subgrantee shall entitle the Subgrantee's receipt of just and equitable compensation for any satisfactory work completed on such documents. Notwithstanding the above, the Subgrantee shall not be relieved of liability to MDA for damages sustained or those asserted against MDA by virtue of any breach of the Agreement by the Subgrantee. MDA may withhold any payments to the Subgrantee for the purpose of set off until such time as the exact amount of damages due MDA from the Subgrantee is determined.

3. TERMINATION FOR CONVENIENCE OF MDA

MDA may terminate this Agreement at any time by a notice in writing from it to the Subgrantee. If the Agreement is terminated by MDA as provided herein, the Subgrantee will be paid an amount which bears the same ratio to the total compensation as the services actually performed bear to the total services of the Subgrantee covered by this Agreement, less payments of compensation previously made, provided that if less than sixty percent (60%) of the services covered by this Agreement have been performed upon the effective date of such termination, the Subgrantee shall be reimbursed (in addition to the above payment) for that portion of actual out-of-pocket expenses (not otherwise reimbursed under this Agreement) incurred by the Subgrantee during the Agreement period which are directly attributable to the incomplete portion of the services covered by this Agreement.

4. RECORD-KEEPING

All records required to be kept on the project shall be maintained for at least three (3) years after final payment and grant closeout and until all other pending matters under the grant are closed.

5. HEALTH AND SAFETY STANDARDS

All parties participating in this project agree to comply with Section 107 of the “Contract Work Hours and Safety Standards Act” (40 U.S.C. 3701 *et seq.*), which is applicable to construction work and provides that no laborer or mechanic shall be required to work in surroundings or under working conditions which are unsanitary, hazardous, or dangerous to his health and safety as determined under construction, safety, and health standards promulgated by the Secretary of Labor. These requirements do not apply to the purchase of supplies or materials or articles ordinarily available on the open market, or contracts for transportation.

6. UNIFORM RELOCATION ACT REQUIREMENTS

The Subgrantee will comply with all applicable requirements of Titles II and III of the “Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970” (42 U.S.C. 4630) as specified in regulations issued by the Secretary of HUD and published in 24 CFR 570.606.

7. CITIZEN PARTICIPATION

The Subgrantee must follow the Citizen Participation procedures in accordance with the requirements listed in the HCDA and at 24 CFR 91.115, which provide for and encourage Citizen Participation and emphasize participation by persons of low- and moderate-income, particularly residents of predominantly low- and moderate-income neighborhoods, slum or blighted areas, and areas in which the State of Mississippi proposes to use federal funds.

8. ENVIRONMENTAL COMPLIANCE

Environmental clearance must be completed within four (4) months of the award date or the Agreement will be voided unless MDA authorizes a waiver. Notwithstanding any provision of this Agreement, the parties hereto agree and acknowledge that this Agreement does not constitute a commitment of funds or site approval, and that such commitment of funds or approval may occur only upon satisfactory completion of environmental review and receipt by Subgrantee of a release of funds from MDA under 24 CFR Part 58. It is further understood and agreed that the provision of any funds to the project is conditioned on the Subgrantee’s determination to proceed with, modify, or cancel the project based on the results of a subsequent environmental review. No project costs shall be paid by MDA prior to environmental clearance except for Application Preparation.

Agreements, subcontracts, and subgrants of amounts in excess of \$100,000.00 shall contain a provision which requires compliance with all applicable standards, orders, or

requirements issued under Section 306 of the “Clean Air Act” (42 U.S.C. 1957 (h)), Section 508 of the “Clean Water Act” (33 U.S.C. 1368), Executive Order 11738, and the Environmental Protection Agency (“EPA”) regulations (40 CFR Part 1500), which prohibit the use under nonexempt federal contracts, grants, or loans of facilities included on the EPA’s “List of Violating Facilities.” The provisions shall require reporting of violations to MDA, HUD, and the U.S. EPA Assistant Administrator for Enforcement.

9. HISTORIC PRESERVATION

It is understood and agreed that Subgrantee shall comply with Section 106 of the “National Historic Preservation Act of 1966,” as amended (16 U.S.C. 470), 36 CFR Part 800, and Executive Order 11593 by:

- (a) consulting with the State Historic Preservation Officer on the conduct of investigations, as necessary, to identify properties listed in or eligible for inclusion in the “National Register of Historic Places” that are subject to adverse effects by the activity and notifying the federal grantor agency of the existence of any such properties, as set forth by 36 CFR Part 800, and
- (b) complying with all requirements established by HUD and MDA to avoid or mitigate adverse effects upon such properties.

10. LEAD-BASED PAINT REQUIREMENTS

The Subgrantee will comply with Title IV of the “Lead-Based Paint Poisoning Prevention Act” (42 U.S.C. 4831), which prohibits the use of lead-based paint in residential structures constructed or rehabilitated with federal assistance in any form. See 24 CFR 570.487(c).

11. LABOR STANDARDS – DAVIS-BACON ACT REQUIREMENTS

The Subgrantee will comply with Section 110 of the HCDA, which requires that all laborers and mechanics employed by contractors or subcontractors on construction work assisted under the HCDA shall be paid at rates not less than those prevailing on similar construction in the locality, as determined by the Secretary of Labor in accordance with the “Davis-Bacon Act,” as amended (40 U.S.C. § 276a to § 276a-5), and it will comply with the “Contract Work Hours and Safety Standards Act” (40 U.S.C. 327 *et seq.*). However, these requirements apply to the rehabilitation of residential property only if such property is designed for residential use of eight or more families.

12. ENERGY EFFICIENCY

All participants in the project shall recognize mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the “Energy Policy and Conservation Act” (42 U.S.C. 6272-6273, 6294).

13. CHANGES

MDA may, from time to time, request changes in the scope of the services of the Subgrantee to be performed hereunder. Such changes, including any increase or decrease in the amount of the Subgrantee's compensation which are mutually agreed upon by and between MDA and the Subgrantee, shall be incorporated in written amendments to this Agreement.

14. PERSONNEL

The Subgrantee represents that it has, or will secure at its own expense, all personnel required in performing the services under this Agreement. Such personnel shall not be employees of or have any contractual relationship with MDA. All the services required hereunder will be performed by the Subgrantee or under its supervision, and all personnel engaged in the work shall be fully qualified and shall be authorized or permitted under state and local law to perform such services. No person who is serving a sentence in a penal or correctional institution shall be employed or work under this Agreement.

15. ANTI-KICKBACK RULES

Salaries of personnel performing work under this Agreement shall be paid unconditionally and not less often than once a month without payroll deduction or rebate on any account except only such payroll deductions as are mandatory by law or permitted by the applicable regulations issued by the U.S. Secretary of Labor pursuant to the "Anti-Kickback Act" (41 U.S.C. 51 *et seq.*). The Subgrantee shall comply with all such regulations and shall insert appropriate provisions in all contracts and subcontracts covering work under this Agreement to ensure compliance by the contractors and subcontractors with such regulations and shall be responsible for the submission of affidavits required of contractors and subcontractors thereunder except as the U.S. Secretary of Labor may specifically provide for variations of or exemptions from the requirements thereof.

16. WITHHOLDING OF SALARIES

If in the performance of this Agreement, there is any underpayment of salaries by the Subgrantee or by any contracted or subcontracted parties thereunder, MDA shall withhold from the Subgrantee out of payment due to it an amount sufficient to pay to employees underpaid the difference between the salaries required thereby to be paid and the salaries actually paid such employees for the total number of hours worked. The amounts withheld shall be disbursed by MDA for and on account of the Subgrantee, contractor, or subcontractor to the respective employees to whom they are due.

17. CLAIMS AND DISPUTES PERTAINING TO SALARY RATES

Claims and disputes pertaining to salary rates or to classifications of professional staff or technicians performing work under this Agreement shall be promptly reported in writing by the Subgrantee to MDA for the latter's decision which shall be final with respect thereto.

18. EQUAL EMPLOYMENT OPPORTUNITY

To the extent that such is required by federal or state law, the Subgrantee agrees that no person shall be discriminated against on the basis of race, color, religion, gender, or national origin in all phases of employment during the performance of federal or federally assisted construction contracts and subcontracts, and all contractors and subcontractors on federal and federally assisted construction contracts shall ensure fair treatment in employment.

19. SECTION 3

Section 3 of the “Housing and Urban Development Act of 1968” (12 U.S.C. 1701u) is a statutory provision which requires that, to the greatest extent feasible, opportunities for training, employment, contracting and other economic opportunities be given to low- and very low-income residents of the project area and contracts for work in connection with the project be awarded to eligible business concerns which are located in, or owned in substantial part, by low- and very low-income persons residing in the project area. The Subgrantee and contractors and subcontractors working on the project must fully comply with the regulatory requirements of 24 CFR Part 75 and those guidelines and policies established by HUD and MDA.

20. ANTI-DISCRIMINATION CLAUSES

The Subgrantee will comply with the following clauses:

- a. Title VI of the “Civil Rights Act of 1964” (42 U.S.C. § 2000d *et seq.*), and the regulations issued pursuant thereto (24 CFR Part 1), which provides that no person in the United States shall on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the Applicant receives federal financial assistance and will immediately take any measures necessary to effectuate this assurance. If any real property or structure thereon is provided or improved with the aid of federal financial assistance extended to the applicant, this assurance shall obligate the applicant, or in the case of any transfer of such property, any transferee, for the period during which the real property or structure is used for a purpose for which the federal financial assistance is extended, or for another purpose involving the provision of similar services or benefits;
- b. Title VIII of the “Civil Rights Act of 1968” (42 U.S.C. 3601 *et seq.*), as amended, administering all programs and activities relating to housing and community development in a manner to affirmatively further fair housing, and taking action to affirmatively further fair housing in the sale or rental of housing, the financing of housing, and the provision of brokerage services. This requirement dictates some form of action to be taken by the Subgrantee, not just passive compliance with existing laws and ordinances. Fair housing choice is the ability of persons of similar income levels to have available to them a like range of housing choices

regardless of race, color, national origin, religion, sex, familial status, or disability. CDBG grantees make a commitment to “Affirmatively Further Fair Housing” in the community as a recipient of CDBG funds. It is important for grantees to be aware that this is a commitment to understand every individual’s fair housing rights and ensure all local policies and practices do not hinder fair housing and when appropriate actively further fair housing.; and,

- c. Executive Order 11063, as amended by Executive Order 12892, on equal opportunity in housing and nondiscrimination in the sale or rental of housing built with federal assistance.
- d. Section 109 of the HCDA, as amended, which requires that no person in the United States shall on the grounds of race, color, national origin, or gender be excluded from participation in, be denied the benefits or be subjected to discrimination under, any program or activities funded in whole or in part with community development funds made available pursuant to the Act. Section 109 further provides that any prohibition against discrimination on the basis of age under the “Age Discrimination Act of 1975” (42 U.S.C. 6101 *et seq.*) or with respect to an otherwise qualified handicapped individual as provided in Section 504 of the “Rehabilitation Act of 1973” (29 U.S.C. 796) shall also apply to any such program or activity.

21. ARCHITECTURAL BARRIERS ACT AND AMERICANS WITH DISABILITIES

The contracted parties will comply with the “Architectural Barriers Act” (42 U.S.C. 4151-4157) and the “Americans with Disabilities Act” (42 U.S.C. § 12101 *et seq.*) as described in 24 CFR 570.487(e).

22. DISCRIMINATION BECAUSE OF CERTAIN LABOR MATTERS

No person employed on the work covered by this Agreement shall be discharged or in any way discriminated against because he has filed any complaint or instituted or caused to be instituted any proceeding or has testified or is about to testify in any proceeding under or relating to the labor standards applicable hereunder to his employer.

23. COMPLIANCE WITH LOCAL LAWS

The Subgrantee shall comply with all applicable laws, ordinances, and codes of the state and local governments and shall commit no trespass on any public or private property in performing any of the work embraced by this Agreement.

24. SUBCONTRACTING

None of the services covered by this Agreement shall be subcontracted without prior written consent of MDA. The Subgrantee shall be as fully responsible to MDA for the acts and omissions of its contractors and subcontractors and of persons either directly or indirectly employed by it. The Subgrantee shall insert in each contract and subcontract appropriate provisions requiring compliance with the labor standards provisions of this Agreement.

25. ASSIGNABILITY

The Subgrantee shall not assign any interest in this Agreement and shall not transfer any interest in the same (whether by assignment or novation) without prior written approval of MDA, provided that claims for money due or to become due the Subgrantee from MDA under this Agreement may be assigned to a bank, trust company, or other financial institution, or to a Trustee in Bankruptcy, without such approval. Notice of any such assignment or transfer shall be furnished promptly to MDA.

26. CONFLICT OF INTEREST

The Subgrantee agrees to establish safeguards to prohibit employees from using positions for a purpose that is or give the appearance of being motivated by a desire for private gain for themselves or others, particularly those with whom they have a family, business, or other tie. The Subgrantee will strictly comply with Miss. Code Ann. §25-4-105, which prohibits any public servant from using his official position to obtain pecuniary benefit for himself other than compensation provided for by law or for any relative or business with which he is associated to obtain such pecuniary benefit other than compensation provided for by law and which further provides that a public servant may not be interested, during the term for which he/she has been chosen, or within one (1) year thereafter, in any contract made or let by the governing authorities of such governmental entity for the construction or doing of any public work, or for the sale or purchase of any materials, supplies or property of any description, or for any other purpose whatsoever, or in any subcontract arising therefrom or connected therewith, or to receive, either directly or indirectly, any portion or share of any money or other thing paid for the construction or doing of any public work, or for the sale or purchase of any property, or upon any other contract made by the governing authorities of the municipality, or subcontract arising therefore or connected therewith.

The Subgrantee will also be aware of and avoid any violation of Miss. Code Ann. §24-4-117 and §25-4-119, which prescribes a criminal penalty for any public servant convicted of a violation of this "Ethics in Government" section.

27. INTEREST OF CERTAIN FEDERAL OFFICERS

No member of or delegate to the Congress of the United States and no Resident Commissioner, shall be admitted any share or part of this Agreement or to any benefit to arise therefrom.

28. INTEREST OF CONTRACTOR

The Subgrantee covenants that it presently has no interest and shall not acquire any interest direct or indirect in the above-described project or any parcels therein or any other interest which would conflict in any manner or degree with the performance of its services hereunder. The Subgrantee further covenants that in the performance of this Agreement no person having any such interest shall be employed.

29. POLITICAL ACTIVITY

The Subgrantee will comply with the provisions of the "Hatch Act" (5 U.S.C. 1501 *et seq.*), which limits the political activity of employees.

30. COMPLIANCE WITH OFFICE OF MANAGEMENT AND BUDGET

The Subgrantee agrees to comply with the regulations, policies, guidelines, and requirements of 2 CFR Part 200, as they relate to the use of federal funds under this Agreement.

31. FLOOD INSURANCE PURCHASE REQUIREMENTS

The Subgrantee agrees to comply with the flood insurance purchase requirements of Section 102(2) of the "Flood Disaster Protection Act of 1973" (42 U.S.C. 4012a) and 24 CFR Part 55, which encourages the purchase of flood insurance for projects in communities where such insurance is available as a condition for the receipt of any federal financial assistance for construction or acquisition purposes and for projects in those areas identified as having special flood hazards by the Federal Emergency Management Agency or other federal or state entity with authority to so designate. The phrase "federal financial assistance" includes any form of loan, grant, guaranty, insurance payment, rebate, subsidy, disaster assistance loan or grant, or any other form of direct or indirect federal assistance.

32. PROGRAM MONITORING

The Subgrantee agrees to assist and fully cooperate with HUD and MDA or their duly designated representatives, as well as those other federal and state entities so authorized, in the monitoring of the project and activities to which this Agreement relates, and to provide in the form and manner approved by HUD and/or MDA such monitoring reports, progress reports, and the like as may be required and to provide such reports at the times specified.

33. DISCRIMINATION DUE TO BELIEFS

No person with responsibilities in operation of the project to which this Agreement relates will discriminate with respect to any program participant or any applicant for participation in such program because of political affiliation or beliefs.

34. CONFIDENTIAL FINDINGS

All reports, studies, data, research, application materials, and other information prepared or assembled by the Subgrantee under this Agreement are confidential, and the Subgrantee agrees that they shall not be made available to any individual or organization without prior written approval of MDA.

35. THIRD-PARTY CONTRACTS

The Subgrantee shall include all General Terms and Special Conditions contained within this Agreement in all contracts with any contractors, subcontractors, and other participating parties (collectively "Participating Parties") which are reimbursed,

subsidized, underwritten, financed or otherwise supported by these grant funds or are in furtherance of activities outlined by the Application and encompassed by this Agreement. This shall include, but not be limited to, the following provisions:

- a. Participating Parties acknowledge and agree to keep and maintain all books, records, and other documents relating directly to the receipt and disbursement of grant funds;
- b. Participating Parties acknowledge and agree that any duly authorized representative of MDA, HUD, the Comptroller General of the United States, and other sanctioned federal and state authorities shall, at all reasonable times, have access to and the right to inspect, copy, audit, and examine all such books, records, and other documents of Participating Parties until the completion of all closeout procedures respecting this grant and this Agreement and the final settlement and conclusion of all issues arising out of this grant and this Agreement; and
- c. Participating Parties acknowledge and agree that any duly authorized representative of MDA, HUD, the Comptroller General of the United States, and other sanctioned federal and state authorities shall, at all reasonable times, have access to any portion of the project in which such Participating Party is involved until the completion of all close-out procedures respecting this grant and this Agreement.

36. EXCESSIVE FORCE

The Subgrantee will adopt and enforce a policy of prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in nonviolent civil rights demonstrations and enforcing applicable state and local laws against physically barring entrance to or exit from a facility or location which is the subject of such nonviolent civil rights demonstrations within its jurisdiction.

PART IV. STATE OF MISSISSIPPI COMMUNITY DEVELOPMENT BLOCK GRANT ASSURANCES

The Subgrantee hereby assures and certifies that:

- 1) It possesses legal authority to apply for the grant and to execute the proposed project.
- 2) Its governing body has duly adopted or passed as an official act a resolution, motion, or similar action authorizing the filing of the Application.
- 3) Its proposed project has been developed so as to prioritize activities which will meet an established CDBG National Objective by benefiting low- and moderate-income families or by aiding in the prevention or elimination of slums or blight or by meeting other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and no other financial resources are available to meet such needs.
- 4) It will:
 - a. Comply with Section 104(f) of the HCDA which mandates compliance with the requirements of NEPA and other provisions of law which further the purposes of NEPA as set forth in 24 CFR Part 58; and
 - b. Assume the responsibilities for environmental review, decision making, and action as specified and required in regulations issued by the Secretary of HUD pursuant to Section 104(f) of HCDA and published in 24 CFR Part 58.
- 5) The chief executive officer or other duly empowered officer of the Subgrantee:
 - a. Consents to assume the status of a responsible federal official under NEPA and other provisions of federal law, as specified in 24 CFR Part 58; and
 - b. Is authorized and consents on behalf of the Subgrantee and himself/herself to accept the jurisdiction of the federal courts for the purpose of enforcement of his/her responsibilities as such an official.
- 6) It will, in connection with its performance of environmental assessments under NEPA, comply with Section 106 of the "National Historic Preservation Act of 1966" (16 U.S.C. 470) and Executive Order 11593 by:
 - a. Consulting with the State Historic Preservation Officer to identify properties listed in or eligible for inclusion in the National Register of Historic Places that are subject to adverse effects of the proposed activities; and
 - b. Complying with all requirements established by HUD to avoid or mitigate adverse effects upon such properties.
- 7) To the extent required by federal law, it will:
 - a. Examine the environment and health conditions in minority and low-income communities; and

- b. Foster nondiscrimination in federal programs that substantially affect human health and the environment; and
 - c. Provide minority and low-income communities with access to information on and opportunities for public participation in matters relating to human health and the environment.
- 8) It will comply with the regulations, policies, guidelines, and requirements of 2 CFR Part 200 as they relate to the application and use of federal funds.
- 9) It will comply with:
- a. Title VI of the “Civil Rights Act of 1964” (42 U.S.C. § 2000d *et seq.*) and the regulations issued pursuant thereto (24 CFR Part 1), which provide that no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the Subgrantee receives federal financial assistance and will immediately take any measures necessary to effectuate this assurance. If any real property or structure thereon is provided or improved with the aid of federal financial assistance extended to the Subgrantee, this assurance shall obligate the Subgrantee, or in the case of any transfer of such property, any transferee, for the period during which the real property or structure is used for a purpose for which the federal financial assistance is extended or for another purpose involving the provision of similar services or benefits;
 - b. Title VIII of the “Civil Rights Act of 1968” (42 U.S.C. 3601 *et seq.*), as amended, administering all programs and activities relating to housing and community development in a manner to affirmatively further fair housing in the sale or rental of housing, the financing of housing, and the provision of brokerage services;
 - c. Executive Order 11063, as amended by Executive Order 12892, on equal opportunity in housing and nondiscrimination in the sale or rental of housing built with federal assistance; and
 - d. To the extent required by federal law, the policy that no person shall be discriminated against on the basis of race, color, religion, sex, or national origin in all phases of employment during the performance of federal or federally assisted construction contracts. Contractors and subcontractors on federal and federally assisted construction contracts shall ensure fair treatment in employment.
- 10) It will comply with Section 3 of the “Housing and Urban Development Act of 1968,” as amended, and the implementing regulations found at 24 CFR Part 75 requiring that opportunities for training and employment be given to low-income residents in the project area and contracts for work in connection with the project be awarded to eligible business concerns which are located in such areas or owned in substantial part by low-income persons residing in such area of the project.

11) It will comply with:

- a. The “Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970” (42 U.S.C. 4601 *et seq.*), as amended, and implementing regulations at 49 CFR Part 24 and 24 CFR 570.606(b);
- b. The requirements of 24 CFR 570.606(c) governing the “Residential Anti-displacement and Relocation Assistance Plan” under section 104(d) of the HCDA;
- c. The requirements in 24 CFR 570.606(d) governing optional relocation policies;
- d. The requirements of 24 CFR 570.606(b) by providing relocation assistance to displaced persons as a direct result of acquisition, rehabilitation, demolition or conversion for a CDBG assisted project;
- e. The applicable ordinances, resolutions and policies concerning the displacement of persons from their residences; and
- f. The URA for acquiring easements.

12) It will establish a written Code of Standards of Conduct to prohibit any of its officers, employees, and agents from using his/her position in any manner or matter which would have the purpose or effect of a conflict of interest, real or apparent. In order to properly implement this provision, it will fully comply with the requirements of 2 CFR Part 200.

13) It will comply with the provisions of the “Hatch Act” (5 U.S.C. 1501 *et seq.*), which limits the political activity of employees.

14) It will give MDA, HUD, the Controller General of the United States, and other federal and state officials, through any authorized representatives, access to and the right to examine all records, books, papers, or other documents related to the grant.

15) It will comply with Section 110 of the HCDA, as amended, which requires that all laborers and mechanics employed by contractors or subcontractors on construction work assisted under the Act shall be paid at rates not less than those prevailing on similar construction in the locality as determined by the U.S. Secretary of Labor in accordance with the “Davis-Bacon Act,” as amended (40 U.S.C. 276a-276a-5), and it will comply with the “Contract Work Hours and Safety Standards Act” (40 U.S.C. 327 *et seq.*). However, these requirements apply to the rehabilitation of residential property only if such property is designed for residential use of eight or more families.

16) It will comply with the applicable requirements of the “Copeland Act” (40 U.S.C. 276c).

17) It will comply with Section 109 of the HCDA, as amended, which requires that no person in the United States shall, on the grounds of race, color, national origin, or sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any programs or activities funded in whole or in part with federal funds made available pursuant to the Act. Section 109 further provides that any prohibition against discrimination on the basis of age under the “Age Discrimination Act of 1975” (42 U.S.C. 6101 *et seq.*) or with respect to an otherwise qualified handicapped

individual as provided in Section 504 of the "Rehabilitation Act of 1973" (29 U.S.C. 794), shall also apply to any such program or activity.

- 18) It will comply with Title IV of the "Lead-Based Paint Poisoning Prevention Act" (42 U.S.C. 4821), which prohibits the use of lead-based paint in residential structures constructed or rehabilitated with federal assistance in any form.
- 19) It will adopt and enforce a policy of prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in nonviolent civil rights demonstrations and enforcing applicable state and local laws against physically barring entrance to or exit from a facility or location which is the subject of such nonviolent civil rights demonstrations within its jurisdiction.
- 20) The Subgrantee shall remain fully obligated under the provisions of the "Statement of CDBG Award," notwithstanding its designation of any third party or parties for the undertaking of all or any parts of the project with respect to which assistance is being provided under the "Statement of CDBG Award" to the Subgrantee. Any recipient who is not the Subgrantee shall comply with all lawful requirements of the Subgrantee necessary to ensure that the program, with respect to which assistance is being provided under the "Statement of CDBG Award" to the Subgrantee, is carried out in accordance with the Subgrantee's assurances and certifications to comply with all applicable laws, regulations, and other requirements.
- 21) The chief elected official certifies, to the best of his or her knowledge and belief, that:
 - a. No federally appropriated funds have been paid or will be paid, by or on behalf of the chief elected official, 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 the 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.
 - b. If any funds other than federally 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 chief elected official shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
 - c. The Subgrantee 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.

- 22) It will comply with the Uniform administrative requirements as described in 24 CFR 570.489 (d).
- 23) It will comply with the Part 85.31 regulating the acquisition & disposition of Real Property and Part 85.32 concerning acquisition & disposition of equipment.
- 24) It will comply with the “Architectural Barriers Act” and the “Americans with Disabilities Act” as described in 24 CFR 487 (e).
- 25) It shall comply with HUD CPD Notice 03-09 to report the project outcome on an annual basis to “MDA Performance Measurements.”
- 26) It will comply with the “Build America, Buy America Act” (“BABA”), enacted as part of the “Infrastructure Investment and Jobs Act” (“IIJA”) (PL 117-58). BABA requires that all iron and steel, construction materials, and manufactured products used in federally funded infrastructure projects are produced in the United States, which is known as the "Buy America Preference" and is detailed in the IIJA and at 2 CFR Part 184.
- 27) It will comply with the “Violence Against Women Act of 2022” (42 U.S.C. 13925 *et seq.*), which amended and strengthened housing protections for survivors of domestic violence, dating violence, sexual assault, and stalking. CDBG recipients are responsible for identifying and reporting non-compliant local laws and ordinances.



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: CARLY DEARMAN
DATE: 03/17/2025
SUBJECT: MARQUETTE ROAD MULTI-USE PATH EXTENSION PROJECT

Permission to proceed with obtaining quotes for the Marquette Road Multi-Use Path Extension Project.

ATTACHMENTS:

1. MARQUETTE ROAD MULTI-USE PATH EXTENSION (NON-MPO) PERMISSION 03172025
2. Marquette MUP Extension-Rankin County Extension Services-Exhibit



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: CARLY BETH DEARMAN, PUBLIC WORKS OPERATIONS COORDINATOR
BOARD AGENDA: MARCH 17, 2025
SUBJECT: MARQUETTE ROAD MULTI-USE PATH EXTENSION PROJECT (NON-MPO)
PERMISSION TO QUOTE

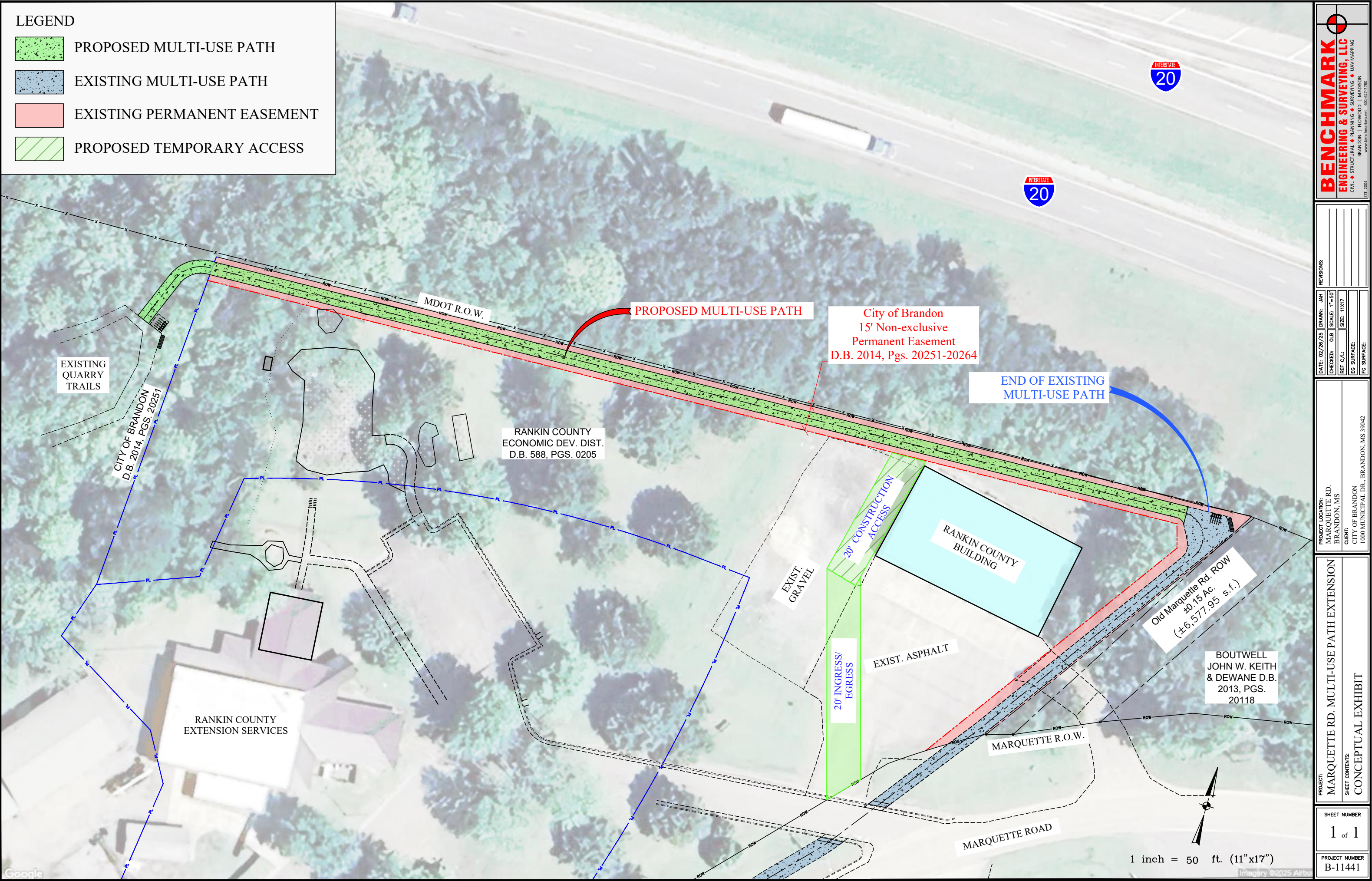
Asking for your permission to proceed with obtaining quotes for the Marquette Road Multi-Use Path Extension Project.

The Marquette Road Multi-Use Path Extension Project will allow for the existing multi-use path along Marquette Road to be extended through the permanent easement along the North side of the Rankin County property and connect to the existing Quarry Trails.

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

ATTACHMENTS:

- Marquette Road Multi-Use Path Extension Map



LEGEND

- PROPOSED MULTI-USE PATH
- EXISTING MULTI-USE PATH
- EXISTING PERMANENT EASEMENT
- PROPOSED TEMPORARY ACCESS

BENCHMARK
ENGINEERING & SURVEYING, LLC
CIVIL • STRUCTURAL • PLANNING • SURVEYING • UAS MAPPING
BRANDON, MISSISSIPPI 39002
EST. 2004

DATE: 02/28/25	DRAWN: JAH	CHECKED: OLB	REF C/L: 11X17	EC SURFACE:	FC SURFACE:
REVISIONS:					

PROJECT LOCATION: MARQUETTE RD. BRANDON, MS	PROJECT: MARQUETTE RD. MULTI-USE PATH EXTENSION
CLIENT: CITY OF BRANDON 1000 MUNICIPAL DR., BRANDON, MS 39042	SHEET CONTENTS: CONCEPTUAL EXHIBIT

SHEET NUMBER 1 of 1	PROJECT NUMBER B-11441
------------------------	---------------------------



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM:
DATE: 03/10/2025
SUBJECT: REQUEST PERMISSION FOR JESSE GREEN AND RANDY BARNE

ATTACHMENTS:

1. Memo- Travel to BOAM 2025 Summer
2. conference agenda
3. registration forms



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: SAM HAWKINS
CC: MARY ANN HESS, MARK BAKER
BOARD AGENDA: MARCH 17, 2024
SUBJECT: REQUEST PERMISSION FOR JESSE GREEN AND RANDY BARNES TO TRAVEL TO GULFPORT, MS TO ATTEND THE BUILDING OFFICIALS ASSOCIATION OF MISSISSIPPI (BOAM) SUMMER CONFERENCE ON JUNE 9 - 13, 2025

Consideration to approve travel to Gulfport, MS for the Building Officials Association of Mississippi summer conference on June 9 – 13, 2025 for Jesse Green and Randy Barnes and pay any associated travel expenses.

The conference will be focusing on 2024 IRC changes.

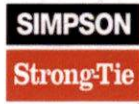
This is a budgeted item.

ATTACHMENTS:

Registration Form
Conference Schedule

Special Thanks to our Sponsors!

Platinum Sponsors



Gold Sponsors



Bronze Sponsors



Building Officials Association Of Mississippi



SUMMER CONFERENCE & TRAINING EVENT

JUNE 9, 2025 – JUNE 13, 2025

2025 BOAM BOARD OFFICERS

President Terry Williamson

Twilliamson@ci.pontotoc.ms.us

Treasurer Drew Smith

Drew.smith@ridgelandms.org

Secretary Amy Heath

Amyheath@cityofpetal.com

Two Year Director Kelly Henderson

kellyhenderson@co.harrison.ms.us

Two Year Director Bryan Riley

One Year Director Brian Measells

Bmeasells@rankincounty.org

One Year Director Eric Thomas

ethomas@visitnewalbany.com

**Grand Centennial Hotel
200 E. Beach Blvd
Gulfport, MS 39507**

<u>Monday</u>	<u>June 9, 2025</u>
7:30-8:15	Registration & Sign in-Vendors Set Up
8:15	Invocation & Pledge of Allegiance
8:15-10:15	Jerry Flanik 2024 IRC Significant Changes
10:15-10:30	Break
10:30-12:00	Jerry Flanik 2024 IRC Significant Changes
12:00-1:00	Lunch (On your own)
1:00-1:30	Vendor Presentation
1:30-3:00	Jerry Flanik 2024 IRC Significant Changes
3:00-3:15	Break
3:15-5:00	Jerry Flanik 2024 IRC Significant Changes
5:00	Adjourn

<u>Tuesday</u>	<u>June 10, 2025</u>
7:30-8:30	Sign in & Late Registration
8:30	Invocation & Pledge of Allegiance
8:30-10:00	Jerry Flanik 2024 IBC Significant Changes
10:00-10:15	Break
10:15-12:00	Jerry Flanik 2024 IBC Significant Changes
12:00-1:00	Lunch (On your own)
1:00-2:00	Vendor Presentation
2:00-3:00	Jerry Flanik 2024 IBC Significant Changes
3:00-3:15	Break
3:15-5:00	Jerry Flanik 2024 IBC Significant Changes
5:00	Adjourn

<u>Wednesday</u>	<u>June 11, 2025</u>
7:30-8:00	Sign-in
8:00	Invocation & Pledge of Allegiance
8:00-10:15	Jerry Flanik 2024 IFC Significant Changes
10:15-10:30	Break
10:30-12:00	Jerry Flanik 2024 IFC Significant Changes
12:00-1:00	Lunch
1:00-1:30	MS State Board of Contractors
1:30-3:00	Jerry Flanik 2024 IFC Significant Changes
3:00-3:15	Break
3:15-5:00	Jerry Flanik 2024 IFC Significant Changes
5:00	Adjourn

<u>Thursday</u>	<u>June 12, 2025</u>
7:30-8:00	Sign-in
8:00	Invocation & Pledge of Allegiance
8:15-9:30	Vendor Presentation TBA
9:30-10:15	Vender Products Presentation
10:15-10:30	Break
10:30-12:00	ICC Region IX Meeting
12:00-1:00	Lunch (On your own)
1:00-2:00	Simpson Strong-Tie Presentation
2:00-3:00	Vendor Presentation TBA
3:00-3:15	Break
3:15-5:00	Vendor Presentation TBA
5:00	Adjourn
6:00	BOAM DINNER

<u>Friday</u>	<u>June 13, 2025</u>
7:30-8:00	Sign in & Invocation & Pledge of Allegiance
8:00-11:00	BOAM Business Meeting
11:00	Adjourn



BUILDING OFFICIALS ASSOCIATION OF MISSISSIPPI

2025 SUMMER CONFERENCE APPLICATION

Please complete this application and mail it, along with your check (no credit cards please) to the Treasurer at the address shown below.

Date: 3/10/25

Name: Jesse Green
Position: Building Official
Jurisdiction / Employer: City of Brandon
Address: 1000 Municipal Dr P.O. Box: _____
City: Brandon ST: MS Zip Code: 39042
Telephone: 601 824 4580 Fax: 601 824 4584 Mobile: 601 850 6165
Email address: jgreen@brandonms.org
Website: www.brandonms.org

SUMMER CONFERENCE REGISTRATION

Member- \$275.00 / Non-Member \$300.00

Enclosed is a check (no credit cards please) made payable to BOAM in the amount of \$ 275.00

2025 Building Officials Association of Mississippi

Summer Conference: **June 9 – 13, 2025**



CENTENNIAL PLAZA

Grand Centennial Hotel

200 E Beach Blvd

Glufport, MS 39507

Reservation (228)-206-7880

PLEASE ARRANGE FOR YOUR OWN RESERVATIONS AT THE GRAND CENTENNIAL HOTEL.
Return completed application and your payment to:

Drew Smith, BOAM Treasurer
P.O. Box 217
Ridgeland, MS 39157
Drew.smith@ridgelandms.org

For more information, please contact Terry Williamson, BOAM-President (601)278-4247, Drew Smith, Treasurer, Amy Heath, Secretary, Amyheath@cityofpetal.com or visit the BOAM website, www.boam.ms.

PROUD MEMBER OF THE INTERNATIONAL CODE COUNCIL



BUILDING OFFICIALS ASSOCIATION OF MISSISSIPPI

2025 SUMMER CONFERENCE APPLICATION

Please complete this application and mail it, along with your check (no credit cards please) to the Treasurer at the address shown below.

Date: 3/10/25

Name: Randy Barnes
Position: Inspection Manager
Jurisdiction / Employer: City of Brandon
Address: 1000 Municipal Dr P.O. Box: _____
City: Brandon ST: MS Zip Code: 39042
Telephone: 601 824 4580 Fax: 601 824 4584 Mobile: 601 540 0401
Email address: rbarnes@brandonms.org
Website: www.brandonms.org

SUMMER CONFERENCE REGISTRATION

Member- \$275.00 / Non-Member \$300.00

Enclosed is a check (no credit cards please) made payable to BOAM in the amount of \$ _____

2025 Building Officials Association of Mississippi

Summer Conference: **June 9 – 13, 2025**



CENTENNIAL PLAZA

Grand Centennial Hotel

200 E Beach Blvd

Glufport, MS 39507

Reservation (228)-206-7880

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Drew Smith, BOAM Treasurer

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Drew.smith@ridgelandms.org

For more information, please contact Terry Williamson, BOAM-President (601)278-4247, Drew Smith, Treasurer, Amy Heath, Secretary, Amyheath@cityofpetal.com or visit the BOAM website, www.boam.ms.

PROUD MEMBER OF THE INTERNATIONAL CODE COUNCIL



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM:
DATE: 03/12/2025
SUBJECT: TABLED ITEM FROM MEETING ON 3/3/25 - CONSIDERATI

ATTACHMENTS:

1. 25-008 Staff Report - Development Review



STAFF REPORT

CASE # 25-008

Subject Matter: Development Review Application

Subject Property: Parcel # H8-10-140
3006 Greenfield Rd

Zoning District: CC: Community Center

Ward: 4 - Coker

Description:

Consideration of an application for development review for Setco Holdings (Sunny Desai) to construct a 7,000 +/- square foot retail shopping center.

24. Retail stores.

- i. Definition: The retail sale or rental of merchandise not specifically listed under another use classification. This classification includes, but is not limited to, department stores, clothing stores, furniture stores, pet supply stores, hardware stores, toys, hobby materials, handcrafted items, jewelry, cameras, pharmacies, electronic equipment, sporting goods, antiques, art galleries, art supplies and services, office supplies, bicycles, video rental, and new automotive parts. Retail sales may be combined with other services such as office machine, computer, electronics, and similar small-item repairs.
- ii. Districts permitted: NC, CC, RC, ORC, VMU, PUD, TND; conditional use in I-1.
- iii. Parking: One space per 200 square feet of floor area.
- iv. Loading: One loading space for 10,000 square feet of floor area.
- v. Additional standards: None.

Staff Recommendation: The staff recommends approval contingent on the following items being addressed:

- Please provide site survey indicating all easements, property lines, improvements, flood plain limits, etc.
- Building shall have a minimum FFE of 2' above the BFE.
- Please provide detention and hydraulic calculations.
- Multiple areas of your development appear to be below the base flood elevation. All improvements must be above the BFE.
- Wood stakes are not allowed for silt fence.

Application # 25-008
Date Received: March 3, 2025
Subject Property: Parcel # H8-10-140
Applicant: Setco Holdings (Sunny Desai)

- Pavement typical sections must at a minimum meet city minimum requirements. Please provide geotechnical recommendations
- Provide invert for sewer connection. Connection must be done by core drilling.
- Please provide location and size for existing water line.
- Provide dumpster enclosure details.
- Provide details for retaining wall.
- Provide dumpster pad details; heavy duty pavement details for garbage truck access.
- This site is located on top of two detention ponds. These ponds must be relocated and hydraulics provided.
- This site is located on top of two detention ponds. These ponds must be relocated and hydraulics provided.
- Please provide verification that ladder style fire truck can navigate through parking lot.
- Provide lighting plan and photometrics

Developer is responsible for coordinating with MDOT.

With these provisions, the staff recommends the approval of the proposed development to move forward and complete the plans as directed by the Architectural Review Board.

If the Mayor and Board of Aldermen approve the request, the applicant will obtain a permit and pay any associated permit and license fees prior to commencing work.

Notice Filed in Paper: N/A

Report Prepared By: Sam Hawkins, Community Development Director

Exhibits:

- A) Site Plans
- B) Supplemental Documentation



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: BRIAN ROBERTS
DATE: 03/05/2025
SUBJECT: **CONSIDERATION TO APPROVE TRAVEL TO BILOXI, MS FOR BATTALION CHIEF ERIC STRINGER TO ATTEND THE FIRE INVESTIGATORS ASSOCIATION "FATAL FIRE INVESTIGATION COURSE" FROM MARCH 25-28, 2025.**

The fire department respectfully requests your consideration for Battalion Chief Eric Stringer to attend the 2025 MS Fire Investigators Association "Fatal Fire Investigation Course in Biloxi, MS from March 25 to March 28, 2025, and approve all travel expenses (hotel, fuel, meals, registration). We do have funds available in our training budget to cover this course.

Thank you for your consideration.

ATTACHMENTS:

1. Fire Investigators Assoc Course 030525

MISSISSIPPI FIRE INVESTIGATORS ASSOCIATION

2025 MFIA SPRING SEMINAR
MARCH 26TH, 27TH, & 28TH

Fatal Fire Investigation Course:

How the Human Body Burns and the Investigation of
the Fatal Fire Scene

Elayne Pope Ph.D., Forensic Anthropologist
at Fatal Fire Research and Education
(Fire Patterns and Live Cell Burns)

Keith Black Cause and Origin:



Dr. Elayne Pope Ph.D. Forensic Anthropologist
Fatal Fire Research and Education, Director

MFIA MEMBER - \$225

Keith L. Black, CFI/CFEI/CFVI, Forensic Fire
Investigator, HAZMAT/HAZWOPER Instructor

NON-MEMBER - \$275

NAME: Eric Stringer
AGENCY: Brandon Fire Dept.
PHONE #: 601-540-6931
E-MAIL: estringer@brandonms.org
IAAI I.D.#: _____
EXP. DATE: _____

ABOVE INFORMATION IS REQUIRED

HILTON GARDEN INN

648 BEACH BLVD.

BILOXI, MS 39530

(228)273-4371

KING: \$129

DOUBLE QUEEN: \$129

[GROUP CODE: 911]

YOU MAY REGISTER

BY U.S. MAIL OR E-MAIL

M.F.I.A./LISA JONES

711 CAMP DANTZLER ROAD

HATTIESBURG, MS 39401

msfireinvassoc@gmail.com

or PAYPAL @

www.msfireinvestigators.com

MARCH 26TH:

8:00-8:30AM REGISTRATION

8:30AM CLASS BEGINS

MARCH 27TH:

8:15AM CLASS BEGINS

MARCH 28TH:

8:15AM CLASS BEGINS