

AGENDA
BRANDON BOARD OF ALDERMEN & MAYOR
REGULAR BOARD MEETING
BUTCH LEE, MAYOR PRESIDING
MAY 19, 2025

1. CALL TO ORDER
2. INVOCATION AND PLEDGE OF ALLEGIANCE
3. PUBLIC COMMENTS AND RECOGNITIONS
4. OLD BUSINESS
 1. Approve the Work Session and Regular Board Meeting Minutes of May 4, 2025.
5. BUTCH LEE, MAYOR
 1. Update from Mark Baker regarding the 2025 Jubilee Days.
 2. Consideration to approve a contract with North American Midway Entertaining - Astro Amusement, LLC to furnish amusement rides and concessions during the 2026 Jubilee Days to be held on April 30 - May 3, 2026, dates inclusive.
 3. Consideration to approve a professional services agreement with Trent Rhodes Landscape Architect, P.A. to provide general services and review of landscape plan submittals.
 4. Consideration to approve a matching fund resolution for the Economic Development Administration Project and authorizing the Mayor to execute the same.
6. REBECCA PEVEY, DEPUTY 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:
Lavarock, Inc f/s/o John Cafferty and City of Brandon Artist Agreement
WME Change Memo for Gavin Adcock Performance Date
 2. Consideration to purchase 2025 Ford 350 passenger van for Amphitheater Operations.
 3. Consideration to publish the notice regarding the completion of the FY 2024 audit for the City of Brandon.
 4. Consideration to approve the advertisement for a request for qualifications for engineering services as related to the approved FY 2023 EDA project(s)
 5. Consideration to approve:
 - a. Docket of Claims for May 19, 2025.
 - b. Fox Everett claims released on May 15, 2025.

6. Presentation of Quarterly Reports for the Quarter Ending March 2025 as filed with the State of Mississippi, Department of Finance & Administration:
 1. Senate Bill 2948, 2021 Regular Legislative Session
 2. House Bill 1353, 2022 Regular Legislative Session
 3. House Bill 603, 2023 Regular Legislative Session
 4. Senate Bill 2468, 2024 Regular Legislative Session
 5. MOST, Marquette Road Multi-Use Path

7. CARLY DEARMAN, PUBLIC WORKS DEPARTMENT

1. Consideration to approve Pay Request 1 in the amount of \$41,349.64 from NJ Farms, Inc. for the Marquette Road Multi-Use Path Extension Project and authorize payment of the same.
2. Consideration to approve Pay Request 3 in the amount of \$174,500.46 from Hemphill Construction Company for the Highway 80 Waterline Improvements Project and authorize payment of the same.
3. Consideration to approve the following for the Highway 18 Highway 468 Sewer Force Main Replacement Project. The attached documentation is the final closeout packet for this project.
 1. Approve Pay Request 6 FINAL in the amount of \$54,857.62 from Eubank Construction Company, Inc. and authorize payment of the same.
 2. Approve the Final Summary Change Order from Eubank Construction Company, Inc. and authorize the Mayor to execute the same. The Final Summary Change Order includes the following items.
 - Credit of \$89,521.00 less than the bid contract amount due to final quantity numbers.
 - Addition of 47 calendar days to the contract due to material delays, inclement weather, and tie-in coordination.
4. Consideration to declare an emergency repairs to the Morrow Orr Lift Station, approve invoice #7601 in the amount of \$9,407.14 from Harvey Services, Inc., and authorize payment of the same.
5. Permission to purchase five (5) new lateral filing cabinets from Office Innovations, Inc. in the amount of \$7,555.00 total at state contract pricing - State of MS Contract Number 8200074992.
6. Consideration to approve the Construction Engineering & Inspection (CE&I) contract with Benchmark Engineering and Surveying, LLC for the Grants Ferry Parkway Shared Use Path LPA Project and authorize the Mayor to execute the same.

8. COMMUNITY DEVELOPMENT

1. Consideration to table the public hearing and board action set for May 19th for case #25-011 - Conditional Use application from Keith Humphrey - 609 Luckney Rd (parcel # H9P-2-31).

9. JOSEPH FRENCH, POLICE CHIEF

1. Request permission for Capt. Brian Elwell & Officer Dwayne Martin to travel to Morton, MS on June 2-6, 2025, to participate in the Law Enforcement Basic Precision Rifle Class.

2. Requesting permission for Officers Charlie Scoggins and Tami Hutson to travel to Ellisville, Ms June 2-6, 2025, to participate in the 1st Annual Warrior Resilience Conference.
3. Requesting permission to apply for and receive grant funding from the Office of Homeland Security to purchase and explosive detection K9 and authorize the Mayor and Chief French to execute any related documents.
4. Request permission for Sgt. William Saul to travel to Biloxi, MS to attend the annual Mississippi Law Enforcement Accreditation Commission training June 17-19, 2025.

10. BRIAN ROBERTS, FIRE CHIEF

1. Consideration to remove from our payroll roster the following part-time Firefighters effective May 19, 2025.

11. EXECUTIVE SESSION

12. ADJOURN

[MEET_FOOT]

MINUTES OF THE WORK SESSION OF THE MAYOR AND BOARD
OF ALDERMEN OF THE CITY OF BRANDON, MISSISSIPPI HELD
ON MAY 5, 2025 at 5:00 P.M.
MAYOR BUTCH LEE PRESIDING

1. CALL TO ORDER - Mayor Lee and Aldermen Coker, Farris, Middleton, Womack, Vinson, and Craine were present. Alderman Williams was absent.
2. BUTCH LEE, MAYOR
 1. Continuation of the discussion of the Comprehensive Plan for the City of Brandon.
 2. Discussion on the proposed Ordinance for the City of Brandon to allow the operation of Golf Carts on certain public roads and streets within the City.
3. ADJOURN

Minutes approved, this the 19th day of May 2025.

Hon. Butch Lee, Mayor

Attest:

Hon. Mary Ann Hess, City Clerk

MINUTES OF THE REGULAR BOARD MEETING OF THE
MAYOR AND BOARD OF ALDERMEN OF THE CITY OF BRANDON, MISSISSIPPI
OF MAY 5, 2025 AT 6:00 P.M.
MAYOR BUTCH LEE, MAYOR PRESIDING

1. CALL TO ORDER - Mayor Lee and Aldermen Womack, Vinson, Craine, Coker, Farris and Middleton were present. Alderman Williams was absent.
2. INVOCATION AND PLEDGE OF ALLEGIANCE – Owen Dragon with Venture City Mayor gave the invocation and Alex Malinowski with the Boy Scouts led the Pledge of Allegiance.
3. PUBLIC COMMENTS AND RECOGNITIONS; Donna Maybus introduced the participants of Venture Students for Venture City, to-wit: Owen Dragon and Shelby Purvis, Mayors and Journey Owens, Ward 1, Jaxon Hemby, Ward 2, Maddy Abdo, Ward 3, Gigi Gonzalez, Ward 4, Mary Olive Smith, Ward 5, Kinsley Livingston, Ward 6.
4. OLD BUSINESS
 1. Approve the Regular Board Meeting Minutes of April 21, 2025.

Alderman Womack made the motion to approve agenda item 4.1, seconded by Alderman Vinson, and upon affirmative vote of the members present the motion carried.

5. BUTCH LEE, MAYOR

1. Recognize the week of May 4-10, 2025, as the 56th Annual Professional Municipal Clerks Week.
2. Adopt the Comprehensive Plan for the City of Brandon, Mississippi, to include amendments presented by the City's Planning Expert at the work session immediately preceding the meeting and the following amendments as requested by Alderman Vinson, to-wit: (i) change land use designation of the property at 601 W. Jasper (PPIN #31771) to medium density residential; (ii) change the land use designation of the parcels along West Sunset (PPIN #31926 and PPIN #31927) to low density residential; and (iii) change land use designation of the the existing duplexes on Overby Street (PPIN #31981) to low density residential.
3. Adopt an Ordinance regulation the operation of Golf Carts on certain public roads and streets within the City and to set a permit/inspection fee of \$100.00 biennially.
4. Adopt an Ordinance amending the Code of Ordinances of the City of Brandon, MS to include Chapter 7 regulating Tetrahydrocannabinol (THC) consumable products and to include Section 7-1 regulating the sale of THC beverages.
5. Adopt an Ordinance amending Chapter 6, Article I, Sections 6-9 and 6-10 of the Code of Ordinances of the City of Brandon, Mississippi, regarding the hours for the sale of beer, light wine and alcoholic beverages by on-premises establishments as authorized by order of the Department of Revenue – Alcohol Beverage Control dated April 29, 2025, which is appended hereto.
6. Approve a Professional Services Agreement with Pickering Firm, Inc. to update the water and sewer masterplans and authorize the Mayor to execute the same.

Alderman Coker made the motion to approve agenda items 5.1-5.6, in accordance with the memos from the Mayor's Office, which are appended hereto with attachments, seconded by Alderman Womack and upon affirmative vote of the members present the motion carried.

6. MARY ANN HESS, CITY CLERK

1. Adopt the audit for the City of Brandon for FY 2024.

Alderman Farris made the motion to approve agenda item 6.1, in accordance with the memo from the Mayor's Office, which is appended hereto with attachment, seconded by Alderman Womack and upon affirmative vote of the members present the motion carried.

2. Approve the following professional services agreements for the purposes of promoting parks, 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:
 - Dalton Torres Music, LLX and City of Brandon Artist Agreement
 - Lucas Cote f/s/o Band Loreda and City of Brandon Artist Agreement
 - Tami Neilson and City of Brandon Revised Artist Agreement
3. Accept the quote from Metro Building Services to replace one Mini-Split System at the Amphitheater in the amount of \$11,407.84 as the lowest and best quote received and approve payment. A second quote was received from Maintenance Services, Inc., in the amount of \$12,698.00.
4. Accept the quote from Wilson & Wilson Irrigation to install a new irrigation system and controller in the front parking lot of City Hall covering all the existing planting areas in the amount of \$22,975.00 as the lowest and best quote received and approve payment. A second quote was received from Bill Rawls Irrigation in the amount of \$29,000.00.
5. Approve the advertisement for a request for qualifications for engineering services as related to the approved FY 2023 EDA project(s) and authorize the Mayor to designate a selection committee to evaluate each proposal received.
6. Rescind the warrant issued to PERS that was included on the April 21st claims docket and to reissue payments to PERS in accordance with the memo attached hereto.
7. Rescind board action on item #6.4 taken April 21, 2025, approving the Brown Bottling Sponsorship agreement and approve the revised sponsorship agreement for the 2025 concert season and authorize the Mayor to execute the same.
8. Designate Charles Pitcox and Carly Dearman as the authorized users at Trustmark National Bank regarding the City of Brandon's business credit cards subject to and in accordance with the City's policy for use with respect to the same.
9. Approve:
 - a. Docket of Claims for May 5, 2025.
 - b. Fox Everett claims released on May 5, 2025.

Alderman Vinson made the motion to approve agenda items 6.2-6.10 (a) & (b), in accordance with the memos from the City Clerk's Office, which are appended hereto with attachments, seconded by Alderman Coker and upon affirmative vote of the members present the motion carried.

7. CARLY DEARMAN, PUBLIC WORKS DEPARTMENT

1. Declare as an emergency in accordance with MCA 31-7-13(k) the repairs to the North Street Water Well, approve invoice #5183018 in the amount of \$9,731.00 from Griner Drilling Services, Inc, and authorize payment of the same.
2. Declare as an emergency in accordance with MCA Section 31-7-13(k) the following repairs, approve the invoices from Hemphill Construction Company for the emergency repairs, and authorize payment of the same. All repairs were made at the FY25 General Construction Commodity Bid pricing, to-wit:
 1. 108 Fern Valley Drive - \$6,569.72 - invoice#: H24192-06-57219 - ER sewer point repair
 2. 11 Terrapin Hill Road South - \$9,683.80 - invoice#: H24192-06-57237 - ER sewer point repair
3. Approve the following invoices from Hemphill Construction Company for non-emergency repairs and authorize payment of the same. All repairs are at the FY25 General Construction Commodity Bid pricing.
4. Accept utility damage reimbursement payments received from Danella Construction Corporation, a sub-contractor for Verizon Wireless; as follows: \$8,523.26 - Longmeadow Road at Woodgate Drive - damaged water main - January 8, 2025 and \$2,049.16 - Woodgate Drive at Willowbrook Lane - damaged water main - February 26, 2025 and approve corresponding Release and Settlement of Claims for each authorize the Mayor and City Clerk to execute the same.
5. Approve utility adjustment approvals, because of unforeseen circumstances for which the customer did not receive benefit and for which a reduction or compromise is warranted, and denials pursuant to the memo.

Alderman Craine made the motion to approve agenda items 7.1-7.5, in accordance with the memos from the Public Works Department, which are appended hereto with attachments, seconded by Alderman Vinson and upon affirmative vote of the members present the motion carried.

8. COMMUNITY DEVELOPMENT

1. Set public hearing during the Regular Board Meeting on May 19, 2025, for Case #25-011 - Conditional Use application for Keith Humphrey at 609 Luckney Rd - Parcel# H9P-2-31.

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 with attachment, seconded by Alderman Womack and upon affirmative vote of the members present the motion carried.

9. JOSEPH FRENCH, POLICE CHIEF

	PD Monthly Activity Report - April 2025	
1	Calls for Service	2048
2	Motor Vehicle Accidents	97
3	Reports: Incidents / Supplemental	264
4	Arrests	39
5	Sanitation: Road Trash Detail Bags	355

1. Hire Lane McTaggart as a Patrolman for the City of Brandon Police Department effective May 12, 2025, and set his rate of pay in accordance with the memo.
2. Accept forfeited property as set forth in that certain Agreed Order entered in *State of Mississippi v. Joseph Martin Kennedy*, Rankin County Circuit Court, Cause No. 24-34414-JR.
3. Increase the annual salary of Officer Miriam Berry in accordance with the memo.
4. Authorize Sgt. William Saul to travel to Fort Worth, Texas to participate in the FBI LEEDA Internal Affairs course September 22-26, 2025.
5. Change the number of hours for Officer Tanna Green during a pay period now that she is a School Resource Officer from 84 to 80.
6. Approve the 100% Free Suicide Prevention App Annual Agreement with BFAC.com and authorize the execution of the same by the Police Chief and the Fire Chief.
7. Accept the resignation of Gavin Hill, dispatcher for the City of Brandon, effective on May 7, 2025.

Alderman Farris made the motion to approve agenda items 9.1-9.7, in accordance with the memos from the Police Department, which are appended hereto with attachments, seconded by Alderman Middleton and upon unanimous vote the motion carried.

8. Consideration of the application for a Pit Bull Breed Variance by Nicole Hinckley at 219 E. Towne Drive.

The matter of the referenced application was presented to the Board whereupon those interested in the same were given an opportunity to provide public comment and to submit information regarding the same, whereupon the following persons addressed the board regarding the application, to-wit:

Those in favor: Nicole Hinckley, 219 East Towne Dr., Edward McNulty, 213 East Towne Dr., Monica Baldwin, 164 Woodgate Dr., Mike Boyd, 215 East Towne Dr., and Joan Boyd, 215 East Towne Drive.

Those opposed: Bill Smith, 239 East Towne Drive, Jeanette Brewer, 202 East Town Drive, Linda Rowe, 235 East Towne Drive, Lori Morris, 193 Kennedy Farms Parkway and Patsy Robinson Smith, 239 East Town Drive.

And whereupon, the following was received during the discussion of this agenda item and are

appended to the Minutes: (i) Hinckley Variance Application, (ii) memo of Police Chief Joseph French dated May 2, 2025, (iii) Petition in opposition provided by Bill Smith and (iv) a neighborhood map with pertinent highlights provided by Nichol Hinckley.

No action was taken on this agenda item.

10. BRIAN ROBERTS, FIRE CHIEF

Fire Monthly Activity Report April 2025

		# Active	# Not Active	Locations			
1	Weather Sirens	18	2	Greenbrook, Hwy 468 - Armory			
		# Calls	Avg Resp Time				
2	Pafford P1	222	10:29				
		# Calls	Avg Resp Time	Fire	EMS	Wrecks	Other
3	BFD	299	5:36	6	191	21	81
	Training Hrs:	445	Inspections:	35	PE Hrs:	4	

1. Remove from the duty roster and payroll, part-time Firefighter/paramedic Jereme King effective May 5, 2025.
2. Authorize Battalion Chiefs Adcock and Beck to travel to Tishomingo State Park, MS to participate in MS Fire Academy's Advanced Rope Rescue workshop: Wilderness 100 training class from September 28, 2025, to October 1, 2025, and approve travel expenses.
3. Approve the purchase of uniform pants from The Southern Connection in the amount of \$6,838.00 as the lowest and best quote and approve payment of the same. A second quote was received from EEP in the amount of \$8,040.00.
4. Authorize Battalion Chief Eric Stringer to travel to Vicksburg, MS for the annual Firefighters and Fire Chiefs summer conference from May 28 to June 1, 2025, and approve conference and travel expenses.
5. Authorize Chief Roberts and Carolyn Palmer to travel to Biloxi, MS to attend the Emergency Services Administrative Professional Association conference from September 2, 2025 to September 5, 2025, and approve conference and travel expenses.

Alderman Vinson made the motion to approve agenda items 10.1-10.5, in accordance with the memos from the Fire Department, which are appended hereto with attachments, seconded by Alderman Coker upon affirmative vote of the members present the motion carried.

11. EXECUTIVE SESSION

Alderman Womack made the motion to consider the need to enter into Executive Session, seconded by Alderman Craine and upon affirmative vote of the members present the motion carried.

Alderman Farris then made the motion to enter into Executive Session to discuss pending and potential litigation re: Amanda Maybury employment, Nicole Hinckley pit bull breed application,

Oliver/Siders litigation, PFAS litigation, and personnel matters involving the Community Development Department and the acquisition of real property, seconded by Alderman Coker, and affirmative vote of the members present the motion carried.

Alderman Coker made the motion to approve contract for legal services re: AFFF PFAS Litigation with Liuzza Law, LLC, Stag Liuzza, LLC and Baker Law Firm, P.C., as presented, which is appended hereto, seconded by Alderman Farris and upon affirmative vote of the members present the motion carried.

Alderman Womack made the motion to hire Todd Butler with Phelps Dunbar to respond to the Maybury EEOC charge on the same terms and conditions as prior representation on similar matters, seconded by Alderman Craine and upon affirmative vote of the members present the motion carried.

Based on the recommendation of the Mayor, Alderman Vinson made the motion to terminate employee # 10014879 effective immediately, and to include a memo regarding the same in the employee's personnel file, seconded by Alderman Craine and upon unanimous vote motion.

Alderman Coker made the motion to resume the Regular Board Meeting out of Executive Session seconded by Alderman Craine and upon unanimous vote the motion carried.

(That there were votes taken in Executive Session was announced upon resuming the Regular Board Meeting out of Executive Session).

12. ADDITIONS

1. Accept resignation of Sam Hawkins effective May 23, 2025.
2. Approve professional services agreement with Billy Sims to assist in the hiring process to locate a new Community Development Director and authorize the Mayor to execute the same.

Alderman Craine made the motion to approve agenda items 12.1 and 12.2, in accordance with the memos of the Mayor, which are appended hereto with attachments, seconded by Alderman Womack and upon affirmative vote of the members present the motion carried.

13. ADJOURN

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

(Next Regular Board Meeting: May 19, 2025)

Minutes approved this the 19th day of May 2025.

Hon. Butch Lee, Mayor

Attest:

Hon. Mary Ann Hess, City Clerk



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM:
DATE: 05/12/2025
SUBJECT: UPDATE FROM MARK BAKER REGARDING THE 2025 JUBILEE

ATTACHMENTS:

None



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: MARY ANN HESS
DATE: 05/12/2025
SUBJECT: NORTH AMERICAN MIDWAY ENTERTAINING - 2026 JUBILEE DAYS

Consideration to approve a contract with North American Midway Entertaining - Astro Amusement, LLC to furnish amusement rides and concessions during the 2026 Jubilee Days to be held on April 30 - May 3, 2026, dates inclusive.

ATTACHMENTS:

1. Brandon 2026



NORTH AMERICAN MIDWAY ENTERTAINMENT – ASTRO AMUSEMENT, LLC.
A DIVISION OF NORTH AMERICAN MIDWAY ENTERTAINMENT, LLC.

AGREEMENT FOR 2026

This agreement made and entered into this 12th day of May, 2025, by and between **NORTH AMERICAN MIDWAY ENTERTAINMENT – ASTRO AMUSEMENT, LLC.** of Farmland, Indiana, Party of the First Part and **CITY OF BRANDON** of Brandon, Mississippi, Party of the Second Part; **WITNESSETH:**

The Party of the First Part, North American Midway Entertainment – Astro Amusement, LLC., hereby agrees to furnish the Party of the Second Part Midway attractions, consisting of amusement rides and concessions during the **2026 Brandon Jubilee**, to be held in Brandon, Mississippi, from **April 30 - May 3, 2026**, dates inclusive.

RIDES: 19 Adult and Childrens
CONCESSIONS: Games, Confections and/or Direct Sales.

It is understood and agreed between both Parties that “CONFECTIONS” consist of popcorn, caramel corn, cotton candy, candy apples, snow cones and drinks. “DIRECT SALES” include but are not limited to lemon shakes, drinks, fudge candy, snow cones, waffles, elephant ears, French fries, doughnuts, pizza, sausage, dog on a stick, foot long hot dogs, hamburgers and other food of every description. The number and types of GAMES, CONFECTIONS and/ or DIRECT SALES that First Party will furnish is to be determined by First Party and approved by Second Party.

The Party of the Second Part hereby grants the Party of the First Part the exclusive privilege for all rides, inflatable amusements and shows of every description as noted above with the following exceptions: No Exceptions.

The Party of the First Part agrees to pay the Party of the Second Part the sum of Twenty Percent (20%) of the total gross receipts of rides. The Party of the First Part shall settle with the Party of the Second Part at the close of each business day. Each payment by the Party of the First Part to the Party of the Second Part shall include a daily settlement sheet that will include the total of ride ticket sales by date, the calculated amount due and shall include a certification by the Party of the First Part that the amount reflected in each settlement sheet is a true and correct report of all sums then due and owing by the Party of the First Part.

The Party of the First Part shall be responsible for the payment of all taxes applicable to the activities of the Party of the First Part, including midway attractions including amusement rides and concessions.

The Party of the First Part shall obtain and maintain, from the first date of the event through completion of the engagement, commercial general liability insurance (including a contractual liability endorsement) with (i) per occurrence limits of not less than Five Million US Dollars (US\$5,000,000) with respect to bodily injury or death to any number or persons, in any one accident or occurrence and with respect to property damage in any one accident or occurrence and (ii) an aggregate limit of not less than Five Million US Dollars (US\$5,000,000), and (iii) business automobile liability insurance covering all owned, non-owned and hired vehicles in the protection of the Party of the First Part with coverage in the minimum combined bodily injury and property damage liability limits of Five Million US Dollars (US\$5,000,00) per occurrence. The Party of the First Part shall further keep and maintain in full force and effect Worker’s Compensation insurance, including Employers’ Liability with limits of not less than One Million US Dollars (US\$1,000,000) each accident, One Million US Dollars (US\$1,000,000) each person for disease, or as otherwise required by Mississippi Law. The foregoing liability insurance policies shall add the Party of the Second Part as additional insured as respects to the operations of the Party of the First Part. Certificates of Insurance evidencing the same will be furnished to the Party of the Second Part prior to the commencement of operations by the Party of the First Part. All policies are to contain a Waiver of Subrogation in favor of the Party of the Second Part. The insurance for the Party of the First Part shall be primary and non-contributory as the Party of the Second Part.

The Party of the Second Part agrees to furnish satisfactory locations for all attractions and related transportation equipment furnished by First Party at Brandon Amphitheater, 8190 Rock Way, Brandon, MS 39042 and to assume the expense and responsibility of furnishing water, police protection and security, lavatory facilities, trash receptacles and necessary licenses and permits for the operation of the event. Further, it is agreed The Party of the Second is responsible for the cleanliness of the premises occupied by First Party during and at the close of the event.

Advertising to be furnished as follows: The Party of the Second Part agrees to assume the expense and responsibility of furnishing and distributing all publicity (newspaper, radio, television and poster advertising).

The failure of any Party hereto to comply with the terms and conditions hereof because of a Force Majeure Occurrence, as hereafter defined, shall not be deemed a breach of this Agreement. Force Majeure Occurrence shall be defined to include, without limitation, Act of God, strike, labor disputes, war, fire, earthquake, acts of public enemies, acts of terrorism, epidemic, pandemic, action of Federal, State or Local governmental authorities or an event or reason beyond reasonable control of a Party that makes execution of the Agreement impossible or impracticable. Each Party shall be relieved of its obligations hereunder with respect to the performance so prevented by a Force Majeure Occurrence, unless and until the Force Majeure Occurrence ends or is reasonably resolved.

To the fullest extent permitted by law, the Party of the First Part expressly agrees to indemnify, defend and hold harmless the Party of the Second Part and its elected officials, officers, directors, employees and agents from and against any and all claims, citations, penalties or other loss arising out of any violation of any law, rule, regulation or order, and from any and all claims or liabilities, including reasonable attorneys' fees, for loss, damage or injury to persons or property of whatever kind or nature arising from the acts or omissions of the Party of the First Part, its parents, partners, affiliates, subsidiaries, successors or assigns and each of their respective agents, employees, workers, representatives, vendors and contractors.

The Party of the Second Part agrees to not sponsor or contract any other amusements or similar entertainment thirty days prior to the closing date of this engagement without the written consent of the Party of the First Part. Further, if any similar entertainment is allowed to exhibit within the City of Brandon at Brandon Amphitheater prior to the closing date of this agreement, First Party reserves the right to declare this agreement null and void.

It is expressly understood that there are no verbal agreements or understandings not covered by this agreement; any change or amendment to this agreement must be made in writing, and this agreement must be signed or approved and verified by Thomas Thebault.

The provisions of this Agreement notwithstanding, the Party of the First Part acknowledges that the Party of the Second Part is a governmental entity of the State of Mississippi and has certain rights, and is entitled to certain protections, defenses, limitations (including limitations of liability), privileges and immunities as provided by MCA Section 11-46-1 *et seq.* (1972, as amended) ("the **Mississippi Tort Claims Act**") and as otherwise provided by Mississippi Law by virtue of its status as a public entity and that Licensor reserves, asserts and maintains all such rights, protections, defenses, limitations (including limitations of liability), privileges and immunities in all respects.

The Parties acknowledge and agree that this Agreement shall be interpreted in accordance with Mississippi Law and that the exclusive venue for any dispute arising hereunder shall be in the appropriate state court in Rankin County, Mississippi.

It is expressly understood that Thomas Thebault is an authorized agent to sign this agreement for North American Midway Entertainment, LLC. and its subsidiaries.

IN WITNESS WHEREOF, the Parties hereunto have set their hands the day and year first above written.

WITNESS:

**NORTH AMERICAN MIDWAY ENTERTAINMENT –
ASTRO AMUSEMENT, LLC**
Thomas M Thebault, President

Party of the First Part

CITY OF BRANDON MISSISSIPPI

Party of the Second Part



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: BUTCH LEE
DATE: 05/12/2025
SUBJECT: **PROFESSIONAL SERVICES AGREEMENT - TRENT RHODES LANDSCAPE ARCHITECT, P.A.**

Consideration to approve a professional services agreement with Trent Rhodes Landscape Architect, P.A. to provide general services and review of landscape plan submittals.

ATTACHMENTS:

1. City of Brandon Agreement

AGREEMENT BETWEEN CLIENT AND LANDSCAPE ARCHITECT

This Agreement, effective as of 5/9/25, is between:

The City of Brandon, Ms (the client) and Trent Rhodes Landscape Architect, P.A. (the Landscape Architect) for the following Project:

City of Brandon, Ms-General services and Submittal Review

Article 1 Landscape Architect's Basic and Additional Services

A. The Landscape Architect will provide general services and review of landscape plan submittals as projects are submitted to the city of Brandon. Tasks requested by the client will be billed at an hourly rate of \$100.00/hr.

B. Additional Services beyond Landscape Architect's Basic Services may be provided if requested by the client and will be billed on an hourly basis as detailed in Article 4B. Additional services may include, but are not limited to meetings, and attendance at Pre-Bid, Pre-Construction, or city or OAC site meetings where requested by the client or others.

C. Excluded Services are not a part of Landscape Architect's Basic or Additional Services and are the responsibility of others.

D. Landscape Architect agrees to provide its professional services in accordance with generally accepted standards of its profession.

Article 2 Client's Responsibilities

A. Client agrees to provide Landscape Architect with all information, surveys, reports, and professional recommendations and any other related items requested by Landscape Architect in order to provide its professional services. Landscape Architect may rely on the accuracy and completeness of these items.

B. Client agrees to advise Landscape Architect of any known or suspected contaminants at the Project site. Client shall be solely responsible for all subsurface soil conditions.

C. Client will obtain and pay for all necessary permits from authorities with jurisdiction over the Project.

D. Client agrees to provide the items described in Article 2.A and to render decisions in a timely manner so as not to delay the orderly and sequential progress of Landscape Architect's services.

Article 3 Estimated Schedule

A. Landscape Architect shall render its services as expeditiously as is consistent with professional skill and care. During the course of the Project, anticipated and unanticipated events may impact any Project schedule.

Article 4 Compensation and Payments

A. Client agrees to pay Landscape Architect as noted in Article 1:

B. If additional services are requested by the client, those additional services will be billed at an hourly rate of \$100.00 per hour.

Reimbursable Expenses include, but are not limited to: scanning, printing, reproduction,

postage, mounting and handling of documents; long distance and facsimile charges; and Client requested renderings and models. Reimbursable expenses will be billed at the Landscape Architect's costs.

C. Landscape Architect shall bill Client for Basic and Additional Services and Reimbursable Expenses once a month. All payments are due Landscape Architect upon receipt of invoice.

Article 5 Termination

A. Either Client or Landscape Architect may terminate this Agreement upon seven days written notice.

B. If terminated, Client agrees to pay Landscape Architect for all Basic and Additional Services rendered and Reimbursable Expenses incurred up to the date of termination.

C. Upon not less than seven days' written notice, Landscape Architect may suspend the performance of its services if Client fails to pay Landscape Architect in full for services rendered or expenses incurred. Landscape Architect shall have no liability because of such suspension of services or termination due to Client's nonpayment.

Article 6 Dispute Resolution

A. Client and Landscape Architect agree to mediate claims or disputes arising out of or relating to this Agreement before initiating litigation. The mediation shall be conducted by a mediation service acceptable to the parties. A party shall make a demand for mediation within a reasonable time after a claim or dispute arises, and the parties agree to mediate in good faith. In no event shall any demand for mediation be made after such claim or dispute would be barred by applicable law. Mediation fees shall be shared equally. The maximum amount of any monetary claims from either party shall be limited to the Total Fee amount shown on this proposal.

Article 7 Use and Ownership of Landscape Architect's Documents

A. Upon the parties signing this Agreement, Landscape Architect grants Client a nonexclusive license to use Landscape Architect's documents as described in this Agreement, provided Client performs in accordance with the terms of this Agreement. No other license is implied or granted under this Agreement. All instruments of professional service prepared by Landscape Architect, including but not limited to, drawings and specifications, are the property of Landscape Architect. These documents shall not be reused on other projects without Landscape Architect's written permission. Landscape Architect retains all rights, including copyrights, in its documents. Client or others cannot use Landscape Architect's documents to complete this Project with others unless Landscape Architect is found to have materially breached this Agreement.

Article 8 Miscellaneous Provisions

A. This Agreement is governed by the law of Landscape Architect's principal place of business.

B This Agreement is the entire and integrated agreement between Client and Landscape Architect and supersedes all prior negotiations, statements or agreements, either written or oral. The parties may amend this Agreement only by a written instrument signed by both Client and Landscape Architect.

C. In the event that any term or provision of this Agreement is found to be unenforceable or invalid for any reason, the remainder of this Agreement shall continue in full force and effect, and the parties agree that any unenforceable or invalid term or provision shall be amended to the minimum extent required to make such term or provision enforceable and

valid.

D. Neither Client nor Landscape Architect shall assign this Agreement without the written consent of the other.

E. Irrespective of any other term in this Agreement, Landscape Architect shall not control or be responsible for construction means, methods, techniques, schedules, sequences or procedures; or for construction safety or any other related programs; or for another parties' errors or omissions or for another parties' failure to complete their work or services in accordance with Landscape Architect's documents.

F. Client agrees to indemnify, defend and hold Landscape Architect harmless from and against any and all claims, liabilities, suits, demands, losses, costs and expenses, including, but not limited to, reasonable attorneys' fees and all legal expenses and fees incurred through appeal, and all interest thereon, accruing or resulting to any and all persons, firms or any other legal entities on account of any damages or losses to property or persons, including injuries or death, or economic losses, arising out of the Project and/or this Agreement, except that the Landscape Architect shall not be entitled to be indemnified to the extent such damages or losses are found by a court or forum of competent jurisdiction to be caused by Landscape Architect's negligent errors or omissions.

G. Should any legal proceeding be commenced between the parties to this Agreement seeking to enforce any of its provisions, including, but not limited to, fee provisions, the prevailing party in such proceeding shall be entitled, in addition to such other relief as may be granted, to a reasonable sum for attorneys' and expert witnesses' fees, which shall be determined by the court or forum in such a proceeding or in a separate action brought for that purpose. For purposes of this provision, "prevailing party" shall include a party that dismisses an action for recovery hereunder in exchange for payment of the sum allegedly due, performance of covenants allegedly breached, or consideration substantially equal to the relief sought in the action or proceeding.

H. Client and Landscape Architect waive consequential damages for any claims, disputes or other matters in question arising out of or relating to this Agreement. Landscape Architect's waiver of consequential damages, however, is contingent upon the Client requiring contractor and its subcontractors to waive all consequential damages against Landscape Architect for claims, disputes or other matters in question arising out of or relating to the Project.

I. To the extent damages are covered by property insurance during construction, Client and Landscape Architect waive all rights against each other and against the contractors, consultants, agents and employees of the other for such damages. Client or Landscape Architect, as appropriate, shall require of the contractors, consultants, agents and employees of any of them similar waivers in favor of the other parties described in this paragraph.

J. Nothing in this Agreement shall create a contractual relationship for the benefit of any third party.

LANDSCAPE ARCHITECT

A handwritten signature in black ink, appearing to be 'T. R. G.', written over a horizontal line.

Dated 5/9/25

Client

Dated _____



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: BUTCH LEE
DATE: 05/19/2025
SUBJECT: RESOLUTION OF MATCHING FUNDS

Consideration to approve a matching fund resolution for the Economic Development Administration Project and authorizing the Mayor to execute the same.

ATTACHMENTS:

1. Resolution of Matching Funds-City

RESOLUTION

WHEREAS, the City of Brandon has previously stated its intention to file an Economic Development Administration application for funds; and

WHEREAS, the City of Brandon, understands the need to maximize limited Economic Development Administration funds available to the agency; and

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

NOW, THEREFORE, BE IT RESOLVED, BY THE CITY OF BRANDON, MISSISSIPPI THAT A MATCH OF TWENTY PERCENT IN CASH FUNDS WILL BE USED IN CONJUNCTION WITH THE ECONOMIC DEVELOPMENT ADMINISTRATION PROJECT.

NOW THEREFORE, BE IT FURTHER RESOLVED BY THE CITY OF BRANDON, MISSISSIPPI THAT ANY ADDITIONAL COSTS OF THIS PROJECT WILL BE COVERED BY THE CITY OF BRANDON UTILIZING CASH FUNDS.

PASSED AND ADOPTED this the _____ day of _____, 2025, by the Mayor and Board of Aldermen of the City of Brandon, Mississippi, assembled in regular session.

City of Brandon

By: _____

ATTEST:

By: _____



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: REBECCA PEVEY
DATE: 05/15/2025
SUBJECT: ARTIST 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:

Lavarock, Inc f/s/o John Cafferty and City of Brandon Artist Agreement

WME Change Memo for Gavin Adcock Performance Date

ATTACHMENTS:

1. John Cafferty Artist Agreement - Brandon Amphitheater 2025
2. Change Memo--Gavin Adcock--Brandon, MS (4)



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: MARY ANN HESS
DATE: 05/13/2025
SUBJECT: CONSIDERATION TO PURCHASE 2025 FORD 350 PASSENGER

Consideration to purchase 2025 Ford 350 passenger van for Amphitheather Operations.

ATTACHMENTS:

1. Ford 350 Passenger Van.10001



MEMORANDUM

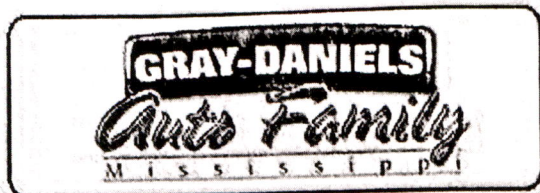
TO: BOARD OF ALDERMEN
FROM: MARY ANN HESS
BOARD AGENDA: MONDAY, MAY 19, 2025
SUBJECT: AMP OPERATIONS VAN PURCHASE

REQUEST PERMISSION TO PURCHASE A NEW 2025 FORD TRANSIT 350 PASSENGER VAN FROM GRAY-DANIELS FORD IN THE AMOUNT OF 58,868.10, AND AUTHORIZE PAYMENT OF THE SAME.

THE QUOTE FROM GRAY-DANIELS IS THE LOWEST AND BEST QUOTE RECEIVED. SECOND QUOTE FROM MAC HAIK FORD WAS FOR 63102.00.

ATTACHMENTS:

Quotes



Date: 05/13/2025
Salesperson: Chandler Schuler
Manager: Chandler Schuler

FOR INTERNAL USE ONLY

BUSINESS NAME City of Brandon Home Phone: _____
CONTACT Randel Amason
Address : 1000 Municipal Dr
BRANDON, MS 39042 Work Phone: _____
RANKIN
E-Mail : ramason@brandonms.org Cell Phone: (601) 967-7136

VEHICLE

Stock # : SKA26927 New / Used : New VIN : 1FBAX2C87SKA26927 Mileage: 8
Vehicle : 2025 Ford Transit-350 Passenger Color : Oxford White
Type : XL Rear-Wheel D X2C

TRADE IN

Payoff : _____ VIN : _____ Mileage: _____
Vehicle : _____ Color : _____
Type : _____

Selling Price	<u>59,433.10</u>
	<u>1,000.00</u>
Rebate	<u>58,433.10</u>
Adjusted Price	
Total Purchase	<u>58,433.10</u>
Trade Allowance	
Trade Difference	
Dealer Document / Service Fee	<u>425.00</u>
Tax	<u>.00</u>
Non Tax Fees	<u>10.00</u>
Net Price	<u>58,868.10</u>
Trade Payoff	
Cash Deposit	
Balance	<u>58,868.10</u>

Customer Approval: _____ Management Approval: _____

"Terms and Conditions subject to credit approval. For Information Only. This is not an offer or contract for sale."



TRANSIT

2025 350 MR PASS XL RWD
XL TRIM
3.5L PFD V6 (GAS)
10-SPEED TRANSMISSION

EXTERIOR
OXFORD WHITE
INTERIOR
DARK PALAZZO GRAY VINYL

SK A26927

STANDARD EQUIPMENT INCLUDED AT NO EXTRA CHARGE

EXTERIOR
• AUXILIARY FUEL PORT
• BODY SIDE MOLDINGS - BLACK
• BUMPERS - CARBON BLACK
• FULL SIZE SPARE TIRE/WHEEL
• WIPERS - RAIN-SENSING

INTERIOR
• AIR CONDITIONING
• ASSIST HANDLE - B-PILLAR
• ASSIST HANDLES - A-PILLAR
• CENTER CONSOLE
• LOCKING GLOVE BOX
• POWERPOINT - 12V (FRONT)
• STEERING - TILT/TELESCOPIC
• TACHOMETER

FUNCTIONAL
• AUTO HIGH-BEAM HEADLAMPS
• ELECTRONIC PWR ASST STEER
• FORDPASS™ CONNECT 4GWI-FI
HOTOSPOT TELEMATICS MODEM
• FORWARD COLLISION WARNING
• HILL START ASSIST
• LANE-KEEPING SYSTEM
• POST-COLLISION BRAKING
• PRE-COLLISION ASSIST W/AEB
• REAR VIEW CAMERA
W/ TRAILER HITCH ASSIST
• SELECTABLE DRIVE MODES
• USB PORTS - 5 AMP

SAFETY/SECURITY
• 3 POINT SAFETY BELTS
• ADVANCETRAC™ WITH PSC®
• AIRBAGS 9 FRONT, SIDE AND
SAFETY CANOPY® SYSTEM
• BRAKES - 4-WHEEL DISC W/ABS
• SECURILOCK® ANTI-THEFT SYS™
• SOS POST-CRASH ALERT SYS™
• TIRE PRESSURE MONIT SYS™
WARRANTY
• 3YR/36,000 BUMPER / BUMPER
• 5YR/60,000 POWERTRAIN
• 5YR/60,000 ROADSIDE ASSIST

INCLUDED ON THIS VEHICLE

OPTIONAL EQUIPMENT/OTHER
PREFERRED EQUIPMENT PKG.301A
3.73 NON-LIMITED SLIP AXLE
FRONT LICENSE PLATE BRACKET
9500# GVWR PACKAGE
2WAY DRV/PASS PALAZZO VINYL
60 STATE EMISSIONS
REVERSE SENSING SYSTEM
RUNNING BOARD
2 ADDITIONAL KEYS
PRIVACY GLASS
15-PASSENGER SEATS
E-85 FLEX FUEL CAPABLE

(MSRP)
NO CHARGE
NO CHARGE
NO CHARGE
NO CHARGE
236.00
310.00
75.00
500.00
1,495.00
NO CHARGE

PRICE INFORMATION

BASE PRICE

(MSRP)

\$57,700.00

TOTAL OPTIONS/OTHER

2,675.00

TOTAL VEHICLE & OPTIONS/OTHER

60,375.00

DESTINATION & DELIVERY

2,095.00

TOTAL MSRP \$62,470.00

SOLD TO
Gray-Daniels Ford Lincoln
201 Octavia Drive
Brandon MS 39042

23C 309

RAMP ONE

CS15

RAMP TWO

FINAL ASSEMBLY PLANT

KANSAS CITY

METHOD OF TRANSP.

CONVOY

ITEM #:

23-T034 O/T 60



Whether you decide to lease or finance your vehicle, you'll find the choices that are right for you. See your dealer for details or visit www.ford.com/finance.

SPECIAL ORDER

SC031 N RB 2X 525 005766 03 03 25

This label is affixed pursuant to the Federal Automobile Information Disclosure Act. Gasoline, License, and Title Fees, State and Local taxes are not included. Dealer installed options or accessories are not included unless listed above.

California Air Resources Board

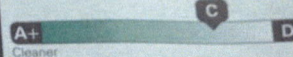
Passes Fuel Vehicle Emissions (EPA) 10

Environmental Performance

These ratings are not directly comparable to the U.S. EPA/DOE light-duty vehicle label ratings. For information on how to compare, please see www.arb.ca.gov/rep_label.

Protect the environment. Choose vehicles with higher ratings.

Greenhouse Gas Rating (tailpipe only)



Smog Rating (tailpipe only)



Using alternative fuels may change scores.

Vehicle emissions are a primary contributor to climate change and smog. Ratings are determined by the California Air Resources Board based on this vehicle's measured emissions.



GOVERNMENT 5-STAR SAFETY RATINGS

Overall Vehicle Score ★ ★ ★

Based on the combined ratings of frontal, side and rollover. Should ONLY be compared to other vehicles of similar size and weight.

Frontal Crash Driver Passenger ★ ★ ★ ★ ★

Based on the risk of injury in a frontal impact. Should ONLY be compared to other vehicles of similar size and weight.

Side Crash Front seat Rear seat ★ ★ ★ ★ ★

Based on the risk of injury in a side impact.

Rollover ★ ★

Based on the risk of rollover in a single-vehicle crash.

Star ratings range from 1 to 5 stars (★ ★ ★ ★ ★), with 5 being the highest.

Source: National Highway Traffic Safety Administration (NHTSA).

www.safercar.gov or 1-888-327-4236

1FBAX2C87SKA26927



WARNING: Operating, servicing and maintaining a passenger vehicle, pickup truck, van, or off-road vehicle can expose you to chemicals including engine exhaust, carbon monoxide, phthalates, and lead, which are known to the State of California to cause cancer and birth defects or other reproductive harm. To minimize exposure, avoid breathing exhaust, do not idle the engine except as necessary, service your vehicle in a well-ventilated area and wear gloves or wash your hands frequently when servicing your vehicle. For more information go to www.P65Warnings.ca.gov/passenger-vehicle.

SCAN OR TEXT 1FBAX2C87 TO 90089



www.ford.com/finhelp/finhelp.html

FordPass Connect™

Download the FordPass™ app and you can:

Access Vehicle Control Features:

- Remotely start, lock and unlock your vehicle.
- Locate your vehicle and check approximate fuel range.
- Receive vehicle health alerts.

Available 4G LTE Wi-Fi Hotspot

- New vehicles include a 3-month or 3GB data (whichever comes first) Wi-Fi trial.
- Connect up to ten Wi-Fi-equipped devices.

The FordPass Connect™ system is active and sending vehicle data (e.g., diagnostics) to Ford. See In-Vehicle Settings for connectivity options.



FORD PROTECT™

Insist on Ford Protect! The only extended service plan fully backed by Ford and honored at every Ford dealership in the U.S., Canada and Mexico. See your Ford dealer or visit www.FordOwner.com.

FD KAN-000522 99

23E 306

7B	X		X				
LAB	ADJ	CDV	PRCS	BLO	RAMP	BUMP	

1FBVU4XG9SKA10994

TRANSIT

MAIL

029569
69/540

1FBVU4XG9

SKA10994 NB

GEP



ford.com

VEHICLE DESCRIPTION

TRANSIT

2025 350 HD HR PASS XL RWD
XL TRIM
3.5L ECOBOOST V6 (GAS)
10-SPEED TRANSMISSION

EXTERIOR
OXFORD WHITE
INTERIOR
DARK PALAZZO GRAY VINYL

SK A10994

STANDARD EQUIPMENT INCLUDED AT NO EXTRA CHARGE

EXTERIOR

- AUXILIARY FUEL PORT
- BODY SIDE MOLDINGS - BLACK
- BUMPERS - CARBON BLACK
- FULL SIZE SPARE TIRE/WHEEL
- WIPERS - RAIN-SENSING

INTERIOR

- AIR CONDITIONING
- ASSIST HANDLE - B-PILLAR
- ASSIST HANDLES - A-PILLAR
- CENTER CONSOLE
- LOCKING GLOVE BOX
- POWERPOINT - 12V (FRONT)
- STEERING - TILT/TELESCOPIC
- TACHOMETER

FUNCTIONAL

- AUTO HIGH-BEAM HEADLAMPS
- ELECTRONIC PWR ASST STEER
- FORDPASS™ CONNECT 4G-WIFI
- HOTSPOT TELEMATICS MODEN
- FORWARD COLLISION WARNING
- HILL START ASSIST
- LANE-KEEPING SYSTEM
- POST-COLLISION BRAKING
- PRE-COLLISION ASSIST W/AEB
- REAR VIEW CAMERA
- W/ TRAILER HITCH ASSIST
- SELECTABLE DRIVE MODES
- USB PORTS - 5 AMP

SAFETY/SECURITY

- 3 POINT SAFETY BELTS
- ADVANCECTRACT™ WITH RSC®
- AIRBAGS 3 FRONT, SIDE AND SAFETY CANOPY® SYSTEM
- BRAKES - 4WHEEL DISC W/ABS
- SECURILOCK® ANTI-THEFT SYS
- SOS POST-CRASH ALERT SYS™
- TIRE PRESSURE MONIT SYS

WARRANTY

- 3YR/36,000 BUMPER / BUMPER
- 5YR/60,000 POWERTRAIN
- 5YR/60,000 ROADSIDE ASSIST

INCLUDED ON THIS VEHICLE

(MSRP)

OPTIONAL EQUIPMENT/OTHER

PREFERRED EQUIPMENT PKG.301A	2,700.00
3.5L ECOBOOST V6 (GAS)	NO CHARGE
195"SPR160 BSW ALL-SEASON	NO CHARGE
2.70 NON-LIMITED SLIP AXLE	NO CHARGE
FRONT LICENSE PLATE BRACKET	NO CHARGE
10100R GVWR PACKAGE	NO CHARGE
2WAY DRVPASS PALAZZO VINYL	NO CHARGE
54 STATE EMISSIONS	295.00
REVERSE SENSING SYSTEM	95.00
KEYLESS ENTRY PAD	285.00
EXTENDED FUEL TANK (2 GAL)	75.00
FRONT OVERHEAD SHELF	510.00
RUNNING BOARD	75.00
2 ADDITIONAL KEYS	75.00
PRIVACY GLASS	500.00

PRICE INFORMATION

BASE PRICE	\$59,700.00
TOTAL OPTIONS/OTHER	4,335.00
TOTAL VEHICLE & OPTIONS/OTHER	64,035.00
DESTINATION & DELIVERY	2,095.00

(MSRP)

\$63,102.00 D.
5/12/25

California Air Resources Board

Gasoline Vehicle

Environmental Performance

These ratings are not directly comparable to the U.S. EPA/DOT light-duty vehicle label ratings.
For information on how to compare, please see www.arb.ca.gov/ep_label.

Protect the environment. Choose vehicles with higher ratings:

Greenhouse Gas Rating (tailpipe only)



Smog Rating (tailpipe only)



Vehicle emissions are a primary contributor to climate change and smog. Ratings are determined by the California Air Resources Board based on this vehicle's measured emissions.



FordPass Connect

- Download the FordPass™ app* and you can:
- Access Vehicle Control Features
 - Remotely start, lock and unlock your vehicle.
 - Locate your vehicle and check approximate fuel range.
 - Receive vehicle health alerts.

- Activate 4G LTE Wi-Fi Hotspot
- New vehicles include a 3-month or 3GB data (whichever comes first) Wi-Fi trial.
 - Connect up to ten Wi-Fi-equipped devices.

*FordPass Connect™ is a trademark of Ford Motor Company. Download the FordPass Connect™ app from the App Store or Google Play. For more information, visit fordpassconnect.com.

The FordPass Connect™ in-vehicle background camera is a feature of the FordPass Connect™ app. For more information, visit fordpassconnect.com.

Robert Sobel

Mac Airt Ford

662-590-3561

RAMP ONE

CS15

RAMP TWO

RAIL

ITEM #
23-M108 O/T 2

TOTAL MSRP \$66,130.00



Whether you decide to lease or finance your vehicle, you'll find the choices that are right for you. See your dealer for details or visit www.ford.com/finance.

B866 A 7BXX 520 000522 05 02 25

1FBVU4XG9SKA10994



WARNING: Operating, servicing and maintaining a passenger vehicle, pickup truck, or vehicle can expose you to chemicals including engine exhaust, carbon monoxide, phos lead, which are known to the State of California to cause cancer and birth defects or other reproductive harm. To minimize exposure, avoid breathing exhaust, do not idle the engine except as necessary, service your vehicle in a well-ventilated area and wear gloves or wash your hands frequently when servicing your vehicle. For more information go to www.P65Warnings.ca.gov/passenger-vehicle.

Vehicle may
contain lead,
acid, oil, etc.



www.ford.com/body/for-leasing-financing



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: MARY ANN HESS
DATE: 05/12/2025
SUBJECT: NOTICE - FY 2024 AUDIT

Consideration to publish the notice regarding the completion of the FY 2024 audit for the City of Brandon.

ATTACHMENTS:

1. PUBLIC NOTICE-audit report FY2025

PUBLIC NOTICE

The City of Brandon hereby gives notice that the annual audited financial report for the year ending September 30, 2024 has been completed. Copies are available to the public for review in the city clerk's office at 1000 Municipal Drive.

This the 19th day of May 2025.

Butch Lee, Mayor

Mary Ann Hess, City Clerk

Publish: May 28th, 2025



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM:
DATE: 05/19/2025
SUBJECT: CONSIDERATION TO APPROVE THE ADVERTISEMENT FOR A R

Consideration to approve the advertisement for a request for qualifications for engineering services as related to the approved FY 2023 EDA project(s)

ATTACHMENTS:

1. RFQ Engineering - Brandon EDA

LEGAL NOTICE
BRANDON, MISSISSIPPI
REQUEST FOR QUALIFICATIONS FOR ENGINEERING SERVICES

The City of Brandon requests proposals from qualified firms or individuals to provide engineering services for work related to the implementation of approved FY 2023 EDA project(s). You are invited to submit a proposal, in accordance with this request, to the Office of the City Clerk, City of Brandon, 1000 Municipal Drive, Brandon, Mississippi 39042, no later than 3:00 p.m. local time on June 13, 2025.

The Engineer will be responsible for performing all engineering services through project closeout in accordance with federal, state and local laws, regulations and policies. The scope of work includes but is not limited to the following: 1) prepare plans and specifications, 2) distribute bid documents, 3) assist in bid opening and prepare bid tabulation, 4) assist in the execution of construction contracts, 5) hold pre-construction conference, and 6) perform construction inspection including periodic reports to the City and approve all payment requests.

The City of Brandon is an Equal Opportunity Employer. The City encourages Minority-owned Business Enterprises (MBEs) and Woman-owned Business Enterprises (WBEs) to submit proposals. The City also encourages Section 3 eligible businesses to submit proposals. Section 3 of the Housing and Urban Development Act of 1968, as amended (12 U.S.C. 17010) requires, to the greatest extent feasible, that the City and its contractors that participate in the above referenced Program give opportunities for job training and employment to lower income residents of Brandon. Section 3 also requires that contracts for work in connection with the Section 3 area be awarded to Section 3 eligible business concerns.

All proposals must be submitted in a sealed envelope and marked with the following language: "Proposal for EDA Engineering Services." Proposals will be evaluated on the following factors: Qualifications (40 points), Experience (40 points) and Capacity for Performance (20 points). To be evaluated properly, the following must be addressed in detail:

Qualifications – List of qualifications of persons to be assigned to project;

Experience - Information regarding the firm's experience and the projects previously undertaken, including the type and amount of grants awarded, the project activities, and the status of the projects;

Capacity for Performance - Identify the number and title of staff assigned to provide services.

The City will designate a selection committee to evaluate each proposal. The selection committee may hold proposals for a period of not to exceed thirty (30) days for the purpose of reviewing the content of the proposals and investigating the qualifications of the firms and assigned individuals. The City reserves the right to reject any and/or all proposals.

Subject to EDA award(s) and the removal of all environmental conditions, the City will award a contract with the qualified individual or firm whose proposals has the highest number of cumulative points issued by the selection committee and determined to be the most advantageous to the City, price and other factors considered.

The contract will include scope and extent of work and other essential requirements. An individual contract will include scope and extent of work and other essential requirements. An individual contract will be executed for each awarded project, and the contract will be on a fixed price basis. The City has the authority to terminate the selection at any time.



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM:
DATE: 05/07/2025
SUBJECT: DOCKET & FOX EVERETT

Consideration to approve:

- a. Docket of Claims for May 19, 2025.
- b. Fox Everett claims released on May 15, 2025.

ATTACHMENTS:

1. Claims docket_05-19-2025
2. 5_15_2025



City of Brandon
Check Register by Department for Checks Dated 5/20/2025

Check Run #: 12964

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
100203	2394	001-000 AFLAC		979576	MAY 2025 ACC/HOSP/STD INS	001-000-156	8	\$48.48
						001-000-157	8	\$102.12
						001-000-120	8	\$30.24
			319744		APRIL 2025 ACC/HOSP/STD INS	001-000-156	8	\$48.48
						001-000-157	8	\$102.12
						001-000-120	8	\$30.24
						001-000-155	8	\$1,647.87
100207	4011	AMERICAN UNITED LIFE INS. CO.		G 00611699- 0000-000- MAY 25	MAY 2025 VOL LIFE INSURANCE			
100208	13691	ANDRE MCAFEE		05/12/2025	room rental deposit refund	001-000-311	8	\$200.00
100211	2386	BAY BRIDGE ADMINISTRATORS LLC		BBA-INS- 677142	MAY 2025 CANCER INS	001-000-159	8	\$92.57
100225	14332	CHRISTIAN HOME EDUCATORS, INC		05/08/2025	ROOM RENTAL DEPOSIT REFUND	001-000-321	8	\$500.00
100227	676	CITY OF BRANDON		04/30/2025	APRIL 2025 FLOWER FUND	001-000-127	8	\$113.50
100231	260	COLONIAL LIFE & ACCIDENT		7029838050116 1	MAY 2025 PSP & LIFE INSURANCE	001-000-128	8	\$3,233.78
100250	2002	FOX-EVERETT/COB		05/08/2025	MEDICAL AND DENTAL INSURANCE	001-000-129 001-000-117	8 8	\$527.30 \$5,421.04
100267	14283	KYLA MITCHELL		05/06/2025	ROOM RENTAL FULL REFUND	001-000-116 001-000-311	8 8	\$89,317.00 \$150.00
100279	14284	MONICA DARBY		05/06/25	ROOM RENTAL FULL REFUND	001-000-359	8	\$200.00
100303	12430	REBECCA EVANS	19764	483	MS Public Health Conference	001-000-321	8	\$8,313.45



City of Brandon
Check Register by Department for Checks Dated 5/20/2025

Check Run #: 12964		Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
Check#	Vendor#							
100306	2540	RELIANCE STANDARD	19763	483-A	Catering MS Public Health Conference	001-000-321	8	\$2,152.70
100337	12364	UNUM INSURANCE COMPANY		MAY 2025	MAY 2025 LTD INS	001-000-154	8	\$740.43
				MAY 2025	MAY 2025 VISION INS	001-000-122	8	\$1,371.65
Total For Department					001-000			\$114,342.97
Dept#	001-010							
100278	6168	MIPCO IMPRESSION PRODUCTS, INC.	18540	268282	COURT SERVICES COPIER	001-010-640	8	\$255.04
100296	14287	POLICE RECORDS AND INFORMATION MANAGEMENT GROUP, INC	19769	05/08/2025	Classes for MCC V. Lewis- Managing MS police records & releasing & redacting records for MS	001-010-685	8	\$279.00
100320	3699	STAPLES CONTRACT & COMMERCIAL, INC	19697	6031206109	Hard cover journal, paper towels, printer, post its	001-010-500	8	\$179.00
						001-010-500	8	\$159.99
								\$72.20
Total For Department					001-010			\$945.23
Dept#	001-030							
100223	11440	CASSANDRA COLEMAN		04/08/2025-A	POLL WORKER/TRAINING 2025 ELECTION	001-030-604	8	\$274.00
100263	14211	JENNIE TAYLOR		04/08/2025	POLL WORKER/TRAINING 2025 ELECTION	001-030-604	8	\$224.00
100266	4267	KEYSHA ADAMS		04/08/2025-A	POLL WORKER/TRAINING 2025 ELECTION	001-030-604	8	\$274.00

City of Brandon

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Check Run #: 12964										vhawkins
Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	Acct Per.	Detail Amount		
Total For Department			001-030							
Dept#	001-040									
100280	826	MS BUSINESS JOURNAL		05/05/2025	DELTA MAGAZINE	001-040-695	8			
100320	3699	STAPLES CONTRACT & COMMERCIAL, INC	19710	6031206108	Office Supplies	001-040-500	8	\$22.00		
100333	14000	TRUSTMARK VISAMC - GEORGANNA KEENUM		640005	WAL MART-MACOR COF ROOM	001-040-500	8	\$15.12		
Total For Department			001-040							
Dept#	001-092									
100210	7780	BARLOW & COMPANY, PLLC		219828	FY2024 AUDIT	001-092-609	8	\$38,000.00		
100220	2254	C SPIRE	18548	3000744308-34	MONTHLY FIBER AND INTERNET	001-092-605	8	\$5,030.34		
100221	1879	CAPITOL HARDWARE COMPANY	19693	0149355-IN	remove and install a new back door panic locking device	001-092-636	8	\$480.00		
100226	1999	CINTAS CORPORATION NO 210		4229305664	UNIFORMS	001-092-535	8	\$3.95		
100228	12503	CIVICPLUS, LLC		333912	agenda and minutes management/live meeting, electronic voting, display pages	001-092-535	8	\$8.22		
100249	860	FLEETCOR TECHNOLOGIES		NP68383191	ACCT #126876-FUEL FOR WEEK 04/28/2025-05/04/2025	001-092-600	8	\$10,173.43		
				NP68414045	ACCT #126876-FUEL FOR WEEK 05/05/2025-05/11/2025	001-092-525	8	\$140.38		
100258	575	HOME DEPOT CREDIT SERVICES		20493	PVC AND	001-092-636	8	\$40.39		
Total For Department			001-092							
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Check Run #: 12964		Vendor Name		PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
Check#	Vendor#								
100259	2567	INSURANCE MART			429215	SHARKBITE REDUCER	001-092-601	8	\$175.00
						SURETY BOND- TRACIE RIGGIN	001-092-601	8	\$175.00
100262	623	JACKSON PAPER COMPANY		19711	1415835	Copy Paper	001-092-500	8	\$137.25
100269	4866	LOGICS			25-IN6178	IVR USAGE OVERAGES	001-092-605	8	\$170.70
100274	4566	METRO BUILDING SERVICES, INC			59840	EMERGENCY REPAIR- MENS RESTROOM TOILET LEAKING	001-092-636	8	\$232.40
					59930	emergency- toilet not flushing in women's bathroom/senior center	001-092-636	8	\$154.80
100277	6093	MIDSOUTH ELEVATOR, LLC		18526	INV-06365	CITY HALL ELEVATOR SERVICE	001-092-600	8	\$214.16
100294	968	PHELPS			1419065	RESPONSE TO DOJ SUBPOENA	001-092-608	8	\$93.75
100295	977	PITNEY BOWES		18550	3320706277	CITY HALL POSTAGE METER RENT	001-092-640	8	\$451.62
100304	12708	RECURO HEALTH, INC			60913	MAY 2025 MD LIFE	001-092-480	8	\$347.50
100309	3948	RJ YOUNG		18553	INV7491232	CITY CLERK COPIER	001-092-640	8	\$94.64
				18552	INV7491233	ACCOUNTING COPIER	001-092-640	8	\$377.52
100312	6015	SBD INC		19415	9007718461	Minute Books (401- 416) and Minute book paper.	001-092-550	8	\$1,025.45
100313	1109	SHERWIN WILLIAMS PAINT		19774	8471-9	purchase one gallon of Reserved White, SW7056 for senior Center Ceiling	001-092-637	8	\$30.92



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Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
100314	5575	SHI INTERNATIONAL CORP.		B19701550	MAINTENANCE FROM DATE 05/01/2025- 04/30/2026	001-092-600	8	\$49,012.86
100315	5241	SHRED-IT		8010665703	CITY HALL SHREDIT SERVICES 04/10/25	001-092-600	8	\$190.66
100320	3699	STAPLES CONTRACT & COMMERCIAL, INC	19710	6031206108	Office Supplies	001-092-500	8	\$31.13
						001-092-500	8	\$39.52
						001-092-500	8	\$20.41
						001-092-500	8	\$19.48
						001-092-500	8	\$13.94
						001-092-500	8	\$5.58
						001-092-500	8	\$41.40
						001-092-500	8	\$11.09
						001-092-500	8	\$20.20
						001-092-500	8	\$6,840.00
100326	5602	THE CIRLOT AGENCY, INC	19743	6031659968	Office Supplies	001-092-600	8	\$2,500.00
				008820	WEBSITE UPDATES AND MAINT	001-092-600	8	\$2,500.00
				008823	MEDIA MONITORING/SOCI AL LISTENING	001-092-600	8	\$2,500.00
				008822	CREATIVE DEVELOPMENT- \$14,100 PAY FROM 2%	001-092-600	8	\$40,837.50
100329	12914	TRINITY CAPITAL INVESTORS, INC.		MARCH 2025	INVESTMENT MANAGEMENT QTR ENDING MARCH 31, 2025	001-092-600	8	\$2,510.26
100333	14000	TRUSTMARK VISA/MC - GEORGANNA KEENUM		04498-43995311	CANVA- SUBSCRIPTION	001-092-695	8	\$30.00
100337	12364	UNUM INSURANCE COMPANY		MAY 2025	MAY 2025 VISION INS	001-092-480	8	\$15.00
100340	11103	VESTIS GROUP INC F/K/A ARAMARK		2780344363	mops for city hall & senior center	001-092-510	8	\$96.49



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Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
100343	10778	WEED WARRIORS LLC	19429	46004	Brd Approved 3/17 Annual spray tree infestation	001-092-600	8	\$11,475.00
Total For Department								\$171,387.21
Dept#	001-112							
100209	6291	APPLICATION DATA SYSTEMS INC	18519	12280	CAD SYSTEM SOFTWARE-PD	001-112-600	8	\$4,995.00
100213	14282	BIG RIVER BALLISTICS LLC		05/08/2025	CAPT B ELWELL AND OFFICER D MARTIN TO ATTEND THE LAW ENFORCEMENT PRECISION RIFLE CLASS	001-112-685	8	\$1,500.00
100216	14286	BLUE TO GOLD, LLC		05/09/2025	OFFICER SCOGGINS, D. HARDIN, AND J. BEEMAN- ADVANCE SEARCH & SEIZURE ONLINE CLASS	001-112-685	8	\$375.00
			19770	05/09/2025-A	Advance Traffic stop class -C. Scoggings, Ty Hardin, & J. Beeman	001-112-685	8	\$375.00
					Advance Search and Seizure class - C. Scoggings, Ty Hardin, & J. Beeman			
				05/15/2025	OFFICER JOHNSON TO ATTEND THE ADVANCE TRAFFIC STOPS ONLINE	001-112-685	8	\$125.00



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Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
100232	4293	COMCAST CABLE		8396410610065 142-MAY 2025	CLASS PD TV SERVICES 05/02/25-06/01/25	001-112-605	8	\$164.61
100235	4870	CROW BURLINGAME CO.	19694	6006-11130	Head lights for 21- 001 & 21-002	001-112-635	8	\$36.00
			19752	6006-11255	17-001 - Battery 18-002 - hose, fan, radiator 17-002 - front brake kit	001-112-635	8	\$155.00
			19752	6006-11256	17-001 - Battery 18-002 - hose, fan, radiator 17-002 - front brake kit	001-112-635	8	\$65.00
			19752	6006-11367	17-001 - Battery 18-002 - hose, fan, radiator 17-002 - front brake kit	001-112-635	8	\$499.00
						001-112-635	8	\$205.00
						001-112-635	8	\$165.00
100239	14231	DELTA UTILITIES AGGREGATOR, LLC		3194068-7 - APRIL 2025	1455 W GOVERNMENT ST- 04/02/2025- 05/02/2025	001-112-630	8	\$85.44
100241	356	DPS LAW ENFORCEMENT		05/08/2025	OFFICER T GREEN PATROL RIFLE CLASS	001-112-685		\$150.00
100249	860	FLEETCOR TECHNOLOGIES		NP68383191	ACCT #126876- FUEL FOR WEEK 04/28/2025- 05/04/2025	001-112-525	8	\$2,167.86
				NP68414045	ACCT #126876- FUEL FOR WEEK 05/05/2025- 05/11/2025	001-112-525	8	\$1,884.64
100251	463	FREDERICK'S SALES & SERV.	19541	01-114804	parts for the	001-112-635	8	\$39.99



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Check Run #: 12964				vhawkins			Detail Amount
Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	
100259	2567	INSURANCE MART		429212	lawnmower	001-112-635	\$56.97
						001-112-635	\$127.04
100265	10529	K&S TRUCKING LLC	19700	29833	SURETY BOND- LAWANDA LUCIEN	001-112-601	\$175.00
					mount and balance of 15-002, 17-002, 17-004 and 20-006	001-112-540	\$79.00
			19700	29790	0mount and balance of 15-002, 17-002, 17-004 and 20-006	001-112-540	\$5.00
						001-112-540	\$79.00
			19700	29789	mount and balance of 15-002, 17-002, 17-004 and 20-006	001-112-540	\$5.00
						001-112-540	\$32.00
			19700	30100	mount and balance of 15-002, 17-002, 17-004 and 20-006	001-112-540	\$10.00
						001-112-540	\$2.00
100275	4852	METRO MECHANICAL, INC.	19709	59945	repair mens restroom sink leaking	001-112-540	\$40.00
100278	6168	MIPCO IMPRESSION PRODUCTS, INC.	18542	268643	PD BOOKING COPIER	001-112-636	\$206.10
			18541	268642	CID COPIER	001-112-640	\$354.72
			18543	268641	PD ADMIN COPIER	001-112-640	\$326.10
100281	4590	MS DEPT OF REVENUE		05/12/2025	tag for vin #'s 4591,9035,&4308	001-112-690	\$415.48
100291	10522	OASIS CYCLES	19751	7598	Replace lights on M1	001-112-635	\$44.25
						001-112-635	\$3.95
100297	984	POSITIVE PROMOTIONS	19699	07568770	Promotional items - pencils, coloring books, silicone	001-112-650	\$135.00
							\$19.00
							\$28.35



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Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
100300	2477	RANKIN CO SHERIFF DEPT		SO-54776	bracelets, junior police stickers, police car squeeze toy	001-112-650 001-112-650 001-112-650 001-112-650 001-112-650 001-112-650 001-112-523	8 8 8 8 8 8 8	\$83.00 \$131.94 \$41.98 \$210.00 \$56.96 \$123.00 \$1,650.00
100320	3699	STAPLES CONTRACT & COMMERCIAL, INC	19697	6031206109	Hard cover journal, paper towels, printer, post its	001-112-522 001-112-500	8 8	\$76.59 \$10.70
100327	3994	THE SOUTHERN CONNECTION POLICE SUPPLIES LLC	19546	34710	Order 9088A - New hire - Ty Hardin - Radio case, shirts, serving since, name plate, tie, boots, belt keepers, pants, rain parka, and jacket	001-112-510 001-112-500 001-112-500 001-112-535	8 8 8 8	\$144.76 \$85.40 \$81.88 \$129.00
		Order 9092A - New hire - Ty Hardin - vest and carrier				001-112-535 001-112-535 001-112-535 001-112-535 001-112-535	8 8 8 8 8	\$51.95 \$118.00 \$75.00 \$19.99 \$16.00

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Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	Acct Per.	Detail Amount
100334	13013	TRUSTMARK VISA/MC - LYDIA EASLEY		04/21/2025	CPT ELWELL, SGT SMITH-LODGING FOR MLEOA CONFERENCE	001-112-535	8	\$10.99
						001-112-535	8	\$17.99
						001-112-535	8	\$164.00
						001-112-535	8	\$65.00
						001-112-535	8	\$89.00
						001-112-685	8	\$1,504.20
				04/21/2025-A	SGT SPELL LODGING FOR FBI LEEDA COURSE	001-112-685	8	\$683.70
100349	1708	WOLVERTON ENTERPRISE INC.	19609	20251712	case cards & business cards for Norman Young	001-112-620	8	\$79.55
						001-112-620	8	\$44.00
				001-112				\$20,896.08
Dept#	001-161							
100222	934	CAROLYN PALMER PETTY CASH		05/14/2025	PETTY CASH	001-161-500	8	\$2.68
						001-161-636	8	\$2.79
						001-161-636	8	\$28.75
						001-161-635	8	\$45.99
100239	14231	DELTA UTILITIES AGGREGATOR, LLC		6400692628-7-APRIL 2025	6577 GRANTS FERRY RD	001-161-630	8	\$61.86
				3194066-1-APRIL 2025	16 WOODGATE DR-FS #5-04/02/2025-05/02/2025	001-161-630	8	\$94.02
100249	860	FLEETCOR TECHNOLOGIES		NP68383191	ACCT #126876-FUEL FOR WEEK 04/28/2025-05/04/2025	001-161-525	8	\$496.49
				NP68414045	ACCT #126876-	001-161-525	8	\$654.62
					Page 10 of 41			05/15/2025



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Check Run #: 12964

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
100265	10529	K&S TRUCKING LLC	19623	29887	FUEL FOR WEEK 05/05/2025- 05/11/2025 tire	001-161-540	8	\$1,020.00
100274	4566	METRO BUILDING SERVICES, INC	19682	59933	leak under kitchen sink	001-161-540 001-161-637	8 8	\$20.00 \$535.63
100275	4852	METRO MECHANICAL, INC.	19533	59774	KITCHEN SINK BACKED UP	001-161-637	8	\$307.20
100284	2310	MS STATE DEPT OF HEALTH		04/17/2025	RENEWAL OF EMT STATE EMS RECERTS	001-161-685	8	\$680.00
100293	931	O'REILLY AUTO PARTS	19001	1129-483250	SEALED BEAM	001-161-635	8	\$15.28
100309	3948	RJ YOUNG	18554	INV7491236	FIRE DEPT COPIER RENTAL	001-161-640	8	\$174.31
100317	1141	SOUTHERN PINE ELECTRIC		15043914	13 WOODGATE DR FIRE STATION	001-161-630	8	\$381.11
				15043930	1058 STAR RD FIRE STATION #4	001-161-630	8	\$600.62
				15043941	3090 HWY 80 BYPASS ER WARNING SIREN	001-161-630	8	\$51.78
100321	1158	STATE FIRE ACADEMY		10941	MS TRAINEE AGILITY TEST	001-161-685	8	\$20.00
100328	13433	TRI-COUNTY DIESEL LLC	19028	5491	EMERGENCY REPAIR ON E-ONE- ENGINE 5-OIL LEAK	001-161-635	8	\$451.88
			19028	5511	CLEAR OUT CHECK ENG. LIGHT ON ONE FIRE TRUCK VIN 9942	001-161-635	8	\$554.99
100331	3845	TRUSTMARK VISA/MC - CAROLYN PALMER	19809	5513	52 QUART COOLERS FOR ALL CHIEFS TRUCK, REHAB/BOXES OF 8 COLD PACKS	001-161-635 001-161-687	8 8	\$1,319.69 \$429.93



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Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
100332	3845	TRUSTMARK VISA/MC - CAROLYN PALMER	19537	05/08/2025	FOR AMPHITHEATER ups shipping fee	001-161-636		\$43.07
100347	1321	WICS ICE MACHINE SALES AND SERVICE LLC	19610	7000001080	SVC CALL FOR ICE MACHINE NOT WORKING	001-161-636	8	\$330.00
				Total For Department	001-161			\$8,322.69
Dept#	001-180							
100237	3489	DAVID STEVENS		04/30/2025	ROLL CALL APRIL 28, 2025	001-180-600	8	\$100.00
100245	14125	ERIC SKIPPER		04/30/2025	ROLL CALL APRIL 28, 2025	001-180-600	8	\$100.00
100249	860	FLEETCOR TECHNOLOGIES		NP68383191	ACCT #126876-FUEL FOR WEEK 04/28/2025-05/04/2025	001-180-525	8	\$114.83
				NP68414045	ACCT #126876-FUEL FOR WEEK 05/05/2025-05/11/2025	001-180-525	8	\$87.35
100262	623	JACKSON PAPER COMPANY	19711	1415835	Copy Paper	001-180-500	8	\$45.75
100264	14092	JIM BROOKS		04/30/2025	ROLL CALL APRIL 28, 2025	001-180-600	8	\$100.00
100302	1028	RANKIN COUNTY NEWS		250605	6215 EXPLANTORY STATEMENT WAIVER OF FEES	001-180-615	8	\$35.64
				250606	629 ZH, KEITH HUMPHREY	001-180-615	8	\$133.20
				250594	593 CORNERSTONE WELL ELECTRICAL SERVICES	001-180-615	8	\$124.88
100309	3948	RJ YOUNG	18551	INV7491234	COMM DEV	001-180-640	8	\$334.05

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Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	Acct Per.	Detail Amount
100320	3699	STAPLES CONTRACT & COMMERCIAL, INC	19710	6031206108	COPIER Office Supplies	001-180-500	8	\$1.42
100324	2708	SUZANNE ROSS		04/30/2025	ROLL CALL APRIL 28, 2025	001-180-500 001-180-500 001-180-600	8 8 8	\$4.19 \$19.08 \$100.00
100342	2500	WASTE MANAGEMENT OF JACKSON		3248967-0078-2	PROPERTY CLEANUP	001-180-604	8	\$1,260.95
100349	1708	WOLVERTON ENTERPRISE INC.	19725	20251791	business cards	001-180-620 001-180-620	8 8	\$65.00 \$65.00
			19725	20251917	YARD SIGNS	001-180-550	8	\$275.00
		Total For Department		001-180				\$2,966.34
Dept#		001-200						
100205	12701	AJ CONSTRUCTION INC		3933	ASPHALT REPAIRS B/A 01/21/2025	001-200-637	8	\$1,044.88
		Total For Department		001-200				\$1,044.88
Dept#		001-201						
100202	19	ADCAMP, INC.		44369*	ASPHALT REPAIRS B/A 01/21/2025	001-201-637	8	\$1,549.10
100205	12701	AJ CONSTRUCTION INC		3939	ASPHALT REPAIRS B/A 01/21/2025	001-201-637	8	\$1,966.18
				3949	ASPHALT REPAIRS B/A 01/21/2025	001-201-637	8	\$1,841.86
				3972	ASPHALT REPAIRS B/A 01/21/2025	001-201-637	8	\$675.62
100226	1999	CINTAS CORPORATION NO 210		4229305664	UNIFORMS	001-201-535 001-201-535	8 8	\$5.74 \$40.14
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100229	4106	CLEO MCKINION		1172	PROF SERVICES B/A 02/18/2025 ASPHALT REPAIRS	001-201-535 001-201-637	8 8	\$12.76 \$4,775.00
				1173	PROF SERVICES B/A 02/18/2025 ASPHALT REPAIRS	001-201-637	8	\$2,365.00
100235	4870	CROW BURLINGAME CO.	19657	6006-11003	VIN #4448 New Holland T5060 Tractor - new battery	001-201-636	8	\$161.00
			19650	6006-11047	VIN #0087 Military Dump Truck - replace battery terminals to hook up batteries	001-201-635	8	\$96.00
100238	4845	DEEP SOUTH LAND IMPROVEMENT, LLC		1917	B/A 03/17/2025- FY25 CUTTING - COB MOWING	001-201-600	8	\$27,934.00
100244	2190	ENTERGY		4350047631695	LOUIS WILSON DR & HWY 80	001-201-630	8	\$137.48
				210006342987	1379 W GOVERNMENT ST	001-201-630	8	\$140.92
				210006342986	1346 W GOVERNMENT ST	001-201-630	8	\$137.79
				410003371120	HWY 80 AT TRICKHAMBRIDGE RD SIGNAL	001-201-630	8	\$133.86
				310004715808	605 W GOVERNMENT ST	001-201-630	8	\$138.08
100249	860	FLEETCOR TECHNOLOGIES		NP68383191	ACCT #126876- FUEL FOR WEEK 04/28/2025- 05/04/2025	001-201-525	8	\$323.13
				NP68414045	ACCT #126876- FUEL FOR WEEK 05/05/2025- 05/11/2025	001-201-525	8	\$187.86
100271	12879	MAGCOR INDUSTRIES		135047	P/R	001-201-604	8	\$13,709.39



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Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
100276	6785	MICHAEL SCOTT WELLS	18545	05/05/2025	REIMBURSEMENT FOR WORK RELEASE 04/13/25- 04/26/25	001-201-600	8	\$125.00
			18546	05/05/2025-a	BEAVER ERADICATION MAINT-LOCATION #3-B/A 11/7/2016	001-201-600	8	\$125.00
			18547	05/05/2025b	BEAVER ERADICATION MAINT-LOCATION #2-B/A 11/7/2016	001-201-600	8	\$125.00
100292	14264	OLD RIVER OF NEW ORLEANS, LLC	19716	09W12536	VIN #5746 2016 Freightliner Dump Truck - Preventative Maintenance service - oil change, filters	001-201-635	8	\$800.25
			19649	09W12499	VIN #5746 2016 Freightliner Dump Truck - diagnostic fee to determine issue from "check engine light" sensor	001-201-635	8	\$340.00
100298	1000	PUCKETT MACHINERY COMPANY	19594	WOJK5458753	VIN #2771 CAT 303.5E Mini Excavator - replace evaporator coil & seal	001-201-636	8	\$3,718.00
100301	1015	RANKIN COUNTY COOPERATIVE	19667	307060	Work Pants for Stone Spann	001-201-535	8	\$398.93
100317	1141	SOUTHERN PINE ELECTRIC		15043916	3267 LOUIS WILSON DR TRAFFIC LIGHT	001-201-630	8	\$82.01
				15043922	S OF I-20 SIGNAL LIGHT/GREENFIEL	001-201-630	8	\$63.23



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			PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
100323	4331	SUNCOAST INFRASTRUCTURE, INC.		15043923	D INT N OF I-20 SIGNAL LIGHT/GREENFIEL D INT	001-201-630	8	\$55.90
				15043925	HWY 18 RED LIGHT AT HWY 18	001-201-630	8	\$51.90
				15043926	HWY 18 RED LIGHT AT BHS	001-201-630	8	\$53.67
				15043927	HWY 80 EAST/RED LIGHT	001-201-630	8	\$61.45
				15043928	STONEGATE DR RED LIGHT	001-201-630	8	\$90.01
				15043931	SERVICE DR CROSSGATES CIRCLE LIGHT	001-201-630	8	\$90.35
				15043932	HWY 18 & GREENFIELD RD RED LIGHT	001-201-630	8	\$73.34
				15043937	ORLEANS WAY SIGNAL LIGHT	001-201-630	8	\$65.57
				15043938	GREENFIELD RD RED LIGHTS/HWY 80	001-201-630	8	\$145.58
				15043939	HWY 18 & STAR BRANDON RD RED LIGHT	001-201-630	8	\$55.67
				15045221	WINDSOR RIDGE	001-201-630	8	\$655.61
				15045223	STREET LIGHTS	001-201-630	8	\$6,824.87
				15045225	GREENFIELD/ORLE ANS	001-201-630	8	\$1,143.59
				15045226	CLERK LIGHTS	001-201-630	8	\$5,846.40
				S25059-01F	CCTV STORM DRAIN -EAST TOULON ST	001-201-604	8	\$1,069.07
			19303	S25042-01F	CCTV Crossview Court - 360ft storm	001-201-604	8	\$3,142.45



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100342	2500	WASTE MANAGEMENT OF JACKSON		3248730-0078-4	drain pipe CITY SHOP TRASH REMOVAL	001-201-600	8	\$435.66
100348	4949	WILLIAMS EQUIPMENT & SUPPLY CO	19671	S-4368105	Stock at Shop - fabric for ditches to lay rock on	001-201-550	8	\$1,785.00
Total For Department 001-201								
\$83,754.42								
Dept#	001-220							
100247	12356	EVENT PROS LLC		3699	TENT/TABLES/CHAI RS	001-220-648	8	\$339.00
100255	7880	HEDERMAN BROTHERS, LLC		100147	JUBILEE JUKE HANDOUT	001-220-648	8	\$124.00
100259	2567	INSURANCE MART		430230	SURETY BOND- CHARLES PITCOX	001-220-601	8	\$175.00
100310	13639	RODERICK J SIMMONS		392	DAILY SOCILA MEDIA PROMOTION- JUBILEE JUKE 10K	001-220-648	8	\$150.00
				395	PHOTOGRAPHY- JUBILEE JUKE 10K	001-220-648	8	\$350.00
100320	3699	STAPLES CONTRACT & COMMERCIAL, INC	19743	6031659966	Office Supplies	001-220-500	8	\$34.90
			19743	6031659968	Office Supplies	001-220-500	8	\$27.69
						001-220-500	8	\$36.10
						001-220-500	8	\$5.64
						001-220-500	8	\$17.54
						001-220-500	8	\$10.29
						001-220-500	8	\$3.16
						001-220-500	8	\$4.98
						001-220-500	8	\$10.42
						001-220-500	8	\$29.49



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Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
100326	5602	THE CIRLOT AGENCY, INC		008821	PUBLIC RELATIONS- \$5570.00 PAY FROM 2% FUND	001-220-500	8	\$8.42
						001-220-500	8	\$20.94
						001-220-500	8	\$8.64
						001-220-500	8	\$329.99
						001-220-500	8	\$11.90
						001-220-500	8	\$12.51
						001-220-600	8	\$19,753.75
100333	14000	TRUSTMARK VISA/MC - GEORGANNA KEENUM		497555	SAMS CLUB- COFFEE CUPS	001-220-640	8	\$21.98
				665397	OFFICE DEPOT- CERTIFICATES	001-220-500	8	\$71.21
100349	1708	WOLVERTON ENTERPRISE INC.	19742	20251883	Business Cards- Charles Pitcox	001-220-620	8	\$55.00
Total For Department					001-220			\$21,612.55
Dept#	001-340							
100218	12141	BRAN SFM, LLC	18555	fund0525	OPERATING FUNDING REQUEST-FY25	001-340-600	8	\$182,847.00
100249	860	FLEETCOR TECHNOLOGIES		NP68383191	ACCT #126876- FUEL FOR WEEK 04/28/2025- 05/04/2025	001-340-525	8	\$433.15
				NP68414045	ACCT #126876- FUEL FOR WEEK 05/05/2025- 05/11/2025	001-340-525	8	\$489.30
100258	575	HOME DEPOT CREDIT SERVICES		1901630	ELBOW FITTINGS	001-340-720	8	\$40.09
100311	13279	SAYLE OIL COMPANY INC	18783	852010	Open PO for off-road diesel tank located on Marquette Road	001-340-525	8	\$1,711.67



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100346	2429	WEST RANKIN UTILITY AUTHORITY	18532	SW-0525	SANITATION (SOLID WASTE) SERVICE	001-340-600	8	\$2,403.57
Total For Department			001-340					\$187,924.78
Dept#	001-342							
100215	12360	BLACK FORREST LAWN CARE LLC	19503	3134	2025 Professional Services Agreement for Cemetery Mowing and String Trimming Board Approved 3/3/2025	001-342-604	8	\$255.00
						001-342-604	8	\$1,080.00
						001-342-604	8	\$1,550.00
						001-342-604	8	\$255.00
			19503	3133	2025 Professional Services Agreement for Cemetery Mowing and String Trimming Board Approved 3/3/2025	001-342-604	8	\$255.00
						001-342-604	8	\$1,080.00
						001-342-604	8	\$1,550.00
						001-342-604	8	\$255.00
Total For Department			001-342					\$6,280.00
Dept#	001-350							
100230	207	CMRLS	18544	05/05/2025	T-1 LINE AT LIBRARY	001-350-605	8	\$403.37
100239	14231	DELTA UTILITIES AGGREGATOR, LLC		3015580-8- APRIL 2025	1475 W GOVERNMENT ST- 04/02/2025-	001-350-630	8	\$544.37



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Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	Acct Per.	Detail Amount		
100274	4566	METRO BUILDING SERVICES, INC		59838	05/02/2025 EMERGENCY AHU #1 NOT COOLING	001-350-636	8	\$207.00		
				59883	EMRGENCY REPAIR CHILLER DOWN	001-350-636	8	\$3,135.09		
Total For Department								001-350	\$4,289.83	
Fund Total								001	\$624,622.21	



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Fund Total



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Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
100201	4592	004-500 ACADEMIC TECHNOLOGIES INC		15152	AMP STAFFING- WILLIE NELSON/STAIND & BREAKING BENJAMIN/GAVIN ADCOCK/ALISON KRAUSS	004-500-600	8	\$1,700.00
			19631	15151	4-Channel 500W/Ch Q-SYS network amplifier, Lo-Z, 70V, 100V direct drive, FlexAmp, Mic/line inputs	004-500-550	8	\$2,950.05
100204	906	AIRGAS USA, LLC	19627	9160533095	rent 6 - 50 lb CO2 siphoned	004-500-640	8	\$484.66
100212	1944	BEN NELSON GOLF & UTILITY VEHICLES	19507	01-189038	Breaking Benjamin AMP-Golf Cart Rental- Benjamin/Staind	004-500-640	8	\$1,350.00
			19509	01-189040	AMP - golf cart rental- jubilee	004-500-640	8	\$1,350.00
100217	13903	BRADY INDUSTRIES OF MS LLC	18593	10007609	AMP - Show Janitorial FY25	004-500-510	8	\$1,692.99
			18593	10040890	AMP - Show Janitorial FY25	004-500-510	8	\$704.30
			19724	10071211	concert janitorial supplies	004-500-510	8	\$128.92
			18593	9806322	AMP - Show Janitorial FY25	004-500-510	8	\$251.28
			18593	9872723	AMP - Show Janitorial FY25	004-500-510	8	\$73.17
			18593	9936327	AMP - Show Janitorial FY25	004-500-510	8	\$695.30
100221	1879	CAPITOL HARDWARE COMPANY	19692	01499356-IN	repair Dining Room	004-500-636	8	\$200.00



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Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
100226	1999	CINTAS CORPORATION NO 210		4229170746	door panic locking device. AMPHITEATRE MATS	004-500-535	8	\$325.00
				4229891623	AMPHITEATRE MATS	004-500-535	8	\$325.00
				4230637323	AMPHITEATRE MATS	004-500-535	8	\$325.00
100243	370	ELCON ELECTRICAL CO. INC.		52802	HOOK UP OUTDOOR KITCHEN FOR STAIN CONCERT	004-500-600	8	\$324.00
			19640	52803	AMP - Show Staffing - Electricians FY25	004-500-600	8	\$756.00
			19633	52801	Amphitheater BOH improvements for additional shore power for tour buses. Install (1) quad receptacle on SO cord in VIP kitchen.	004-500-637	8	\$8,000.00
			19640	52846	AMP - Show Staffing - Electricians FY25	004-500-600	8	\$522.38
			19640	52847	AMP - Show Staffing - Electricians FY25	004-500-600	8	\$540.00
100249	860	FLEETCOR TECHNOLOGIES		NP68383191	ACCT #126876- FUEL FOR WEEK 04/28/2025-05/04/2025	004-500-525	8	\$96.05
				NP68414045	ACCT #126876- FUEL FOR WEEK 05/05/2025-05/11/2025	004-500-525	8	\$37.71
100257	5426	HERC RENTALS INC	19628	35466984-001	rent 5000 lb folk lift concert Breaking Benjamin	004-500-640	8	\$800.00
100258	575	HOME DEPOT CREDIT SERVICES		4902291	HEX WASHERS	004-500-636	8	\$11.40
				5223551	TIME DELAY	004-500-636	8	\$124.62



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100259	2567	INSURANCE MART			CARRIDGE			
				9223510	CARR BOLT/HEX NUTS/WASHERS	004-500-636	8	\$18.44
				2521793	CARBON WIRE BRUSH/BRUSH ROLLER	004-500-729	8	\$11.96
				428930	surety bond- Gayle Clark	004-500-729 004-500-601	8 8	(\$0.24) \$175.00
100260	1241	J L ROBERTS MECHANICAL	19641	SD5152	AMP - Show Staffing- HVAC/Plumb FY25	004-500-600	8	\$1,050.00
			19641	SD5153	AMP - Show Staffing- HVAC/Plumb FY25	004-500-600	8	\$1,050.00
100270	8051	LORI SCHULER	3003		STAIN/D/BREAKING BENJAMIN EVENT STAFF	004-500-600	8	\$5,918.85
			2994		WILLIE NELSON EVENT STAFF	004-500-600	8	\$3,828.59
			2993		WILLIE NELSON EVENT STAFF	004-500-600	8	\$6,473.80
			3002		STAIN/D/BREAKING BENJAMIN EVENT STAFF	004-500-600	8	\$9,455.59
			3001		STAIN/D/BREAKING BENJAMIN CATERING	004-500-600	8	\$1,207.75
100271	12879	MAGCOR INDUSTRIES		135047	P/R REIMBURSEMENT FOR WORK RELEASE 04/13/25- 04/26/25	004-500-604	8	\$3,970.67
100273	10039	Melanie Duncan Thortis	1051		photography for Allison Krauss	004-500-600	8	\$300.00
			1052		GAVIN ADCOCK PHOTOGRAPHY	004-500-600	8	\$300.00
100274	4566	METRO BUILDING SERVICES, INC	59852		EMERGENCY REPAIR- WOMENS	004-500-636	8	\$154.80



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100275	4852	METRO MECHANICAL, INC.	19702	59944	RESTROOM ON TICKET SIDE BACKED UP			
				59797	emergency walk in freezer	004-500-636	8	\$685.70
			19689	59872	remove and replace defective mini-split pump in womens restroom in A2 BLDG	004-500-636	8	\$585.00
				59947	emergency repair womens restroom needed wax seal fixed	004-500-636	8	\$206.10
				59949	EMERGECEY REPAIR MINI SPLITS DOWN IN RESTROOM	004-500-636	8	\$517.50
100278	6168	MIPCO IMPRESSION PRODUCTS, INC.	18556	268646	Service Call: Urinal leaking water from behind	004-500-636	8	\$400.93
100281	4590	MS DEPT OF REVENUE		05/15/2025	AMP COPIER tags for vin# 4243, 4242,6377, & 6373	004-500-640 004-500-690	8 8	\$261.58 \$24.00
100289	14266	NEIL GAS INC	19639	49758	rent 100Kw generator for BB/Stained concert stage a/c	004-500-640	8	\$1,680.00
100308	5860	RF OUTDOOR CONSULTING, LLC	19642	05/07/2025	PROPANE AMP - Show Staffing - Consultant FY25	004-500-640 004-500-600	8 8	\$300.00 \$1,600.00
100333	14000	TRUSTMARK VISAMC - GEORGANNA KEENUM		641803		004-500-600 004-500-600 004-500-600	8 8 8	\$1,600.00 \$1,600.00 \$1,600.00
				10288967516	SAMS- VIP AREA	004-500-609	8	\$55.84
				10288967516	SAMS- SUPPLIES FOR AMP	004-500-609	8	\$619.12



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100335	4935	UNITED RENTALS (N.A.), INC.	19626	247226201-001	rent 4 light plants concert Breaking Benjamin/Staind	004-500-640	8	\$910.04
			19618	247219319-001	12 ton a/c rental Staind/Breaking Benjamin	004-500-640	8	\$3,400.00
			19632	247137987-001	Van rentals Breaking Benjamin. Staind Concert	004-500-640	8	\$340.00
			19632	247137583-001	Van rentals Breaking Benjamin. Staind Concert	004-500-640	8	\$3,340.00
100336	4935	UNITED RENTALS (N.A.), INC.	19632	247164143-001	Van rentals Breaking Benjamin. Staind Concert	004-500-640		\$340.00
100342	2500	WASTE MANAGEMENT OF JACKSON		3248799-0078-9	AMP TRASH REMOVAL	004-500-600	8	\$393.70
Total For Department				004-500				\$78,142.55
Fund Total				004				\$78,142.55



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Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	Detail Amount
100-220							
100219	11366	BURGERS & BLUES LLC		000156	inmate meals 05/02/2025	100-220-520	\$320.00
				000158	inmate meals 05/03/2025	100-220-520	\$130.00
				000161	inmate meals 05/01/2025	100-220-520	\$450.00
				000165	INMATE MEALS 05/07/2025	100-220-520	\$320.00
				000179	INMATE MEAL 05/16/2025	100-220-520	\$330.00
				000178	INMATE MEALS 05/14/2025	100-220-520	\$330.00
100226	1999	CINTAS CORPORATION NO 210		4229305664	UNIFORMS	100-220-535	\$9.86
100249	860	FLEETCOR TECHNOLOGIES		NP68383191	ACCT #126876- FUEL FOR WEEK 04/28/2025- 05/04/2025	100-220-525	\$123.94
				NP68414045	ACCT #126876- FUEL FOR WEEK 05/05/2025- 05/11/2025	100-220-525	\$216.94
100285	11299	MSLCP, LLC		666528	INMATE MEAL 05/08/2025	100-220-520	\$276.94
100299	2583	RAMEY'S		000810150577	INMATE MEALS 05/01/2025	100-220-520	\$41.90
				000810150674	INMATE MEALS 05/02/2025	100-220-520	\$42.70
				000810150914	INMATE MEALS 05/05/2025	100-220-520	\$249.72
				000810151046	inmate meals 05/06/2025	100-220-520	\$37.96
				000810151120	INMATE MEALS 05/07/2025	100-220-520	\$49.88



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100316	1851	SONIC		001810151215	INMATE MEAL 05/08/2025	100-220-520	8	\$60.88
100325	13733	TASTE OF DETROIT RESTAURANT LLC		000810151587	INMATE MEALS 05/13/2025	100-220-520	8	\$37.01
100330	12065	TRUSTMARK VISA/MC - BUTCH LEE		000810151525	INMATE MEALS 05/12/2025	100-220-520	8	\$41.97
100333	14000	TRUSTMARK VISA/MC - GEORGINNA KEENUM		000810151676	INMATE MEALS 05/14/2025	100-220-520	8	\$48.69
100341	8048	WALTER L. HARVEY		CHK 186-A	INMATE MEALS 05/14/2025	100-220-520	8	\$287.19
				314850	INMATE MEALS 05/09/2025	100-220-520	8	\$310.00
				302850	magcor meals 05/03/2025	100-220-520	8	\$130.32
				633151	MAGCOR MEALS 05/02/2025	100-220-520	8	\$126.41
				05/03/2025	INMATE MEALS 05/03/25	100-220-520	8	\$120.00
				05-06-25	inmate meals 05/06/2025	100-220-520	8	\$300.00
100346	2429	WEST RANKIN UTILITY AUTHORITY	18532	SW-0525	SANITATION (SOLID WASTE) SERVICE	100-220-603	8	\$155,121.05
Total For Department								\$159,513.36
Fund Total								\$159,513.36



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Dept# 314-600								
100246	13779	EUBANK CONSTRUCTION COMPANY		Pay Request 6 FINAL	MDEQ MCWI GRANT-Highway 18 Highway 468 Sewer Force Main Replacement Project	314-600-716	8	\$54,587.62
100256	5975	HEMPHILL CONSTRUCTION COMPANY INC		Pay Request 3	MDEQ MCWI GRANT/the Highway 80 Waterline Improvements Project	314-600-718	8	\$174,500.46
100287	2377	MURPHY'S LAWN & LANDSCAPE	19722	18098	470 Golden Ridge Drive - yard restoration due to storm drain pipe repair WO #57983	314-600-702	8	\$5,710.48
100288	894	NEEL-SCHAFFER, INC.		1105987	NRCS GRANT/PROFESSI ONAL SERVICES FROM 04/01/25- 04/30/25	314-600-712	8	\$5,007.16
100290	7173	NJ FARMS INC		PAY REQUEST #1	HB1353/for the Marquette Road Multi-Use Path Extension Project	314-600-702	8	\$41,349.64
100348	4949	WILLIAMS EQUIPMENT & SUPPLY CO	19670	S-4368106	Sallis Drive - New street that City is building off Old Lakeland Drive - fabric for ditches to lay rock on HB1353	314-600-702	8	\$4,640.00
Total For Department								\$285,795.36



City of Brandon
Check Register by Department for Checks Dated 5/20/2025

Check Run #: 12964		Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
Check#	Vendor#							
Fund Total				314				\$285,795.36



City of Brandon
Check Register by Department for Checks Dated 5/20/2025

Check Run #: 12964

Check Run #: 12964					vhawkins			
Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	Acct Per.	Detail Amount
Dept#	400-000							
100345	1983	WEST RANKIN UTILITY AUTHORITY		05/02/2025	west rankin tap fees april 2025	400-000-371		\$4,200.00
Total For Department 400-000								
Dept#	400-450							
100282	792	MS DEVELOPMENT AUTHORITY	18521	50794- JUNE 25	GMS 50794 CAP LOAN #16-CP-01 LUCKNEY	400-450-892	8	\$1,940.36
100283	792	MS DEVELOPMENT AUTHORITY	18520	50717- JUNE 25	GMS 50717	400-450-851	8	\$832.63
100344	1315	WEST RANKIN UTILITY AUTHORITY	18531	WW-0525	WASTEWATER SEWER BILLING	400-450-890		\$3,414.86
Total For Department 400-450								
Dept#	400-670							
100259	2567	INSURANCE MART		429214	SURETY BOND- GEORGANNA KEENUM	400-670-601	8	\$175.00
100262	623	JACKSON PAPER COMPANY	19711	1415835	Copy Paper	400-670-500	8	\$175.00
100278	6168	MIPCO IMPRESSION PRODUCTS, INC.	18539	268644	PUBLIC WORKS COPIER	400-670-640	8	\$183.00
100317	1141	SOUTHERN PINE ELECTRIC		15043917	128 HEBRON HILL DR METER READING	400-670-630	8	\$333.29



Check Run #: 12964

Report run by: vhawkins



City of Brandon
Check Register by Department for Checks Dated 5/20/2025

Check Run #: 12964

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
100234	2442	CORE & MAIN, LP	19595	W786415	Water Meters and MXUs	400-673-637	8	\$4,528.00
100235	4870	CROW BURLINGAME CO.	19730	6006-11277	Sole Source Provider VIN #9156 2020 Dodge Ram 1500	400-673-635	8	\$8.82
			19714	6006-11205	Stock at Shop	400-673-525	8	\$96.00
			19688	6006-11187	VIN #4852 2020 Dodge Ram 5500 - pulley for power steering system	400-673-635	8	\$125.00
			19669	6006-10781	Stock at Shop	400-673-550	8	\$132.00
			19666	6006-10866	VIN #7626 2015 Dodge Ram 1500	400-673-635	8	\$8.82
			19651	6006-10876	VIN #4852 2020 Dodge Ram 5500	400-673-635	8	\$33.05
			19612	6006-10739	VIN #5852 2007 Ford F350 Needs transmission fluid and external transmission filter	400-673-635	8	\$8.82
						400-673-635	8	\$261.00
			19575	6006-10489	VIN #0992 2015 Ford F-150 - replace upper & lower control arms - Qty: 2 each	400-673-635	8	\$29.00
						400-673-635	8	\$105.00
						400-673-635	8	\$105.00
						400-673-635	8	\$189.00
						400-673-637	8	\$890.60
100242	6903	EAGLE PIPE AND SUPPLY, LLC	19729	73416	Fire Hydrant extension - moving hydrant on Eastwood Drive near Highway 80 WO #58099	400-673-630	8	\$39.64
100244	2190	ENTERGY	155007982307		311 OLD LAKELAND DR WATER TANK			



City of Brandon

Check Register by Department for Checks Dated 5/20/2025

Check Run #: 12964

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
100248	13384	EXELL/MS BOTTLE WATER-ACCT #018566	18524	142424	SHOP-EQUIPMENT RENTAL	400-673-640	8	\$69.41
100249	860	FLEETCOR TECHNOLOGIES		NP68383191	ACCT #126876- FUEL FOR WEEK 04/28/2025- 05/04/2025	400-673-525	8	\$524.76
				NP68414045	ACCT #126876- FUEL FOR WEEK 05/05/2025- 05/11/2025	400-673-525	8	\$736.81
100252	144	GILMORE BROS BUILDING SUPPLY	19658	147902	Stock at Shop	400-673-550	8	\$1,174.32
			19674	147901	Roofing Tar - used to connect concrete pipe & seal pipe	400-673-550	8	\$266.00
100268	14120	LEADING EDGE CONCEPTS, LLC	19296	20160140-52	Well Site Wireless Maint - B/A 10.03.2016 New PO for FY25 March - September	400-673-605	8	\$704.96
100271	12879	MAGCOR INDUSTRIES		135047	P/R REIMBURSEMENT FOR WORK RELEASE 04/13/25- 04/26/25	400-673-604	8	\$1,691.68
100272	10305	MC TRAILER SALES, LLC	19142	250206	New Purchase - Two (2) 83x12 Iron Bull Dump Trailers - 1 for Water Department and 1 for Sewer Department (budgeted in FY25) Board Approved 1/21/2025	400-673-730	8	\$10,300.00
100278	6168	MIPCO IMPRESSION PRODUCTS, INC.	18538	268645	SHOP COPIER	400-673-640	8	\$204.65
100281	4590	MS DEPT OF REVENUE		05/15/2025	tags for vin# 4243, 4242,6377, & 6373	400-673-690	8	\$12.00
100287	2377	MURPHY'S LAWN & LANDSCAPE	19577	18099	71 Fern Valley Road	400-673-637	8	\$234.52



City of Brandon
Check Register by Department for Checks Dated 5/20/2025

Check Run #: 12964

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
			19562	18096	- yard restoration due to water repair WO #57455			
					2401 Northcrest Place - yard restoration due to water repair WO #57742	400-673-637	8	\$2,489.52
100298	1000	PUCKETT MACHINERY COMPANY	19655	POOC6300622	VIN #5972 CAT 305E2 Mini Excavator - parts	400-673-636	8	\$52.57
			19593	WOJKI5458754	VIN #0358 CAT 430E Backhoe - replace A/C condenser due to front end damage	400-673-636	8	\$2.61
						400-673-636	8	\$9.32
						400-673-636	8	\$45.85
						400-673-636	8	\$2,823.18
100305	1038	REDDY ICE-JACKSON	18528	38-586253	ICE-CITY SHOP CREW	400-673-550	8	\$243.00
100307	1048	REVELL HARDWARE	19663	184030/6	VIN #0253 Lincoln 225 Ranger [portable welder] Service for 15 Hour Break-In Period and oil change	400-673-636	8	\$121.44
			19665	184032/6	Welding Supplies Estimate #855980/6 - Oxygen & Acetylene Estimate #856202/6 - Cut Off Wheels	400-673-525 400-673-550	8 8	\$17.82 \$39.20
			19665	184031/6	Welding Supplies Estimate #855980/6 - Oxygen & Acetylene Estimate #856202/6 -	400-673-550 400-673-550	8 8	\$72.55 \$56.25



City of Brandon
Check Register by Department for Checks Dated 5/20/2025

Check Run #: 12964

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
100317	1141	SOUTHERN PINE ELECTRIC		15045227	Cut Off Wheels	400-673-550	8	\$78.75
						400-673-550	8	\$0.00
						400-673-550	8	\$0.00
						400-673-630	8	\$4,245.89
100318	4779	SOUTHERN PIPE & SUPPLY CO, INC	19567	675800-00	11 CROSSWOODS RD-NEW LAKEBEND WATER WELL	400-673-550	8	\$175.00
					Stock at Shop	400-673-550	8	\$220.00
						400-673-550	8	\$215.00
100322	12751	SULLIVAN TRUCK EQUIPMENT, INC.	18994	6913	VIN #0992 2015 Ford F150 - toolbox replacement key	400-673-635	8	\$20.00
100338	7869	VAN CROXTON		04/02/2025	REPAYMENT FOR CASH PURCHASES AT HOME DEPOT	400-673-636	8	\$5.96
100339	9512	VERMEER MIDSOUTH, INC	19686	00355114	VIN #4837 [2782] 2017 McLaughlin VX30-500 [Vacuum] Excavator - oil pressure switch needs to be replaced	400-673-636	8	\$19.06
						400-673-636	8	\$495.02
Total For Department								\$41,328.46
Dept#	400-680							
100214	2948	BISHOP'S HIGH VELOCITY DRAIN SERVICE, INC.		27491	WO# 58105 204 BRENMAR ST UNSTOPPED SEWER LINE	400-680-604	8	\$320.00
100226	1999	CINTAS CORPORATION NO 210		4229305664	UNIFORMS	400-680-535	8	\$5.73
						400-680-535	8	\$7.60



City of Brandon
Check Register by Department for Checks Dated 5/20/2025

Check Run #: 12964							vhawkins			
Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	Acct Per.	Detail Amount		
100233	274	CONSOLIDATED PIPE & SUPPLY CO., INC.	19659	MS00410172	Tool for Michael Perry (wtr) and Tank Taylor (swr) - use to tighten bolts on bigger water parts	400-680-535	8	\$0.00		
					113 WEST SUNSET DR- PART TO FINISH INTALL SEWER TAP	400-680-535	8	\$0.00		
				MS00410081		400-680-550	8	\$360.00		
				MS00410311	8 CROSSWOODS RD- SINKHOLE CAUSED BY ISSUE WITH SEWER MAIN	400-680-637	8	\$6.50		
100236	2183	D&S SALES	19668	38718	Estimate #1701 - Tools for Tank Taylor Extra Pintle Hook for City Shop	400-680-550	8	\$115.60		
					Estimate #1704 - Brass Letters Set for marking equipment (requested by Tank Taylor)					
100240	338	DEVINEY EQUIPMENT	19420	WO61673	VIN #5256 Kubota 5200 Tractor - remove and replace key switch with extra keys	400-680-550	8	\$117.97		
						400-680-550	8	\$171.80		
						400-680-550	8	\$54.95		
						400-680-636	8	\$466.28		
100244	2190	ENTERGY		25008948822	476 EDGEWOOD XING PLE A LIFT	400-680-630	8	\$102.39		
				195008035063	CORNERSTONE DR & GRANTS FERRY	400-680-630	8	\$16.94		
100249	860	FLEETCOR TECHNOLOGIES		NP68383191	ACCT #126876-	400-680-525	8	\$399.89		



City of Brandon
Check Register by Department for Checks Dated 5/20/2025

Check Run #: 12964

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
100253	10830	GOLDSTAR PRODUCTS INC.	19588	0081876-IN	FUEL FOR WEEK 04/28/2025- 05/04/2025			
100254	5991	HARVEY SERVICES INC		7601	ACCT #126876- FUEL FOR WEEK 05/05/2025- 05/11/2025	400-680-525	8	\$395.90
100265	10529	K&S TRUCKING LLC	19245	30004	Stock at Shop - granular sewer solvent - 50lb pails	400-680-550	8	\$4,998.50
100272	10305	MC TRAILER SALES, LLC	19687	29773	consideration to declare an emergency repairs to the Morrow Orr Lift Station	400-680-637	8	\$9,407.14
100281	4590	MS DEPT OF REVENUE	19142	250205	VIN #2383 1993 Chevy 3500 I Chlorine Truck - alignment following front end work	400-680-635	8	\$100.00
100286	10521	MUNICIPALSAVINGS.COM	19616	5335	VIN #4058 2021 Chevy Colorado - new tires - Qty: 4	400-680-540	8	\$840.00
100287	2377	MURPHY'S LAWN & LANDSCAPE	19571	18101	New Purchase - Two (2) 83x12 Iron Bull Dump Trailers - 1 for Water Department and 1 for Sewer Department (budgeted in FY25) Board Approved 1/21/2025	400-680-730	8	\$10,300.00
				05/15/2025	tags for vin# 4243, 4242,6377, & 6373	400-680-690	8	\$12.00
					Stock at Shop Sewer Solvent - Degreaser	400-680-550	8	\$4,989.00
					112 Forest Ridge Court - yard	400-680-637	8	\$1,003.68



City of Brandon
Check Register by Department for Checks Dated 5/20/2025

Check Run #: 12964										vhawkins
Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	Acct Per.	Detail Amount		
			19584	18100	restoration due to sewer repair WO #57634	400-680-637	8	\$295.20		
					140 Longmeadow Road - yard restoration due to sewer repair WO #57519					
			19553	18097	123 Longmeadow Road - yard restoration due to sewer repair WO #57898	400-680-637	8	\$488.72		
100290	7173	NJ FARMS INC	19735	0364	61 Terrapin Cove - Driveway & Curb repair due to sewer repair WO #57025	400-680-637	8	\$4,200.00		
			19732	0365	21 Terrapin Hill Road South - Driveway & Curb repair due to sewer repair WO #57342	400-680-637	8	\$2,500.00		
100302	1028	RANKIN COUNTY NEWS		250678	REERSE AUCTION TWO TRAILER MOUNTED VACUUM EXCAVATORS FOR WATER/SEWER DEPT	400-680-615	8	\$59.32		
100317	1141	SOUTHERN PINE ELECTRIC		15043915	HWY 18 SEWER LIFT STATION	400-680-630	8	\$64.15		
				15043918	658 CONTI DR LIFT STATION	400-680-630	8	\$64.79		
				15043919	965 FILMORE DR LIFT STATION	400-680-630	8	\$73.78		
				15043920	WILLOW CREEK DR/GFLD RNCH/CNTRY MDWS LIFT	400-680-630	8	\$255.39		



City of Brandon
Check Register by Department for Checks Dated 5/20/2025

Check Run #: 12964

Check# Vendor# Vendor Name

		PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
100319	6085	SOUTHERN TIRE MART, LLC	15043921	STATION			
				W GOVERNMENT ST LIFT STATION	400-680-630	8	\$1,344.25
				252 GREENFIELD RIDGE DR LIFT STATION	400-680-630	8	\$294.28
				136 PROVONCE PARK LIFT STATION	400-680-630	8	\$157.47
				208 DUCLAIR CT LIFT STATION	400-680-630	8	\$55.56
				140 GRANDEUR DR LIFT STATION IN BACK YARD	400-680-630	8	\$42.00
				109 MORGAN LN LIFT STATION	400-680-630	8	\$63.60
				5010 GLEN RIDGE DR LIFT STATION	400-680-630	8	\$50.35
				ROUSE DR LIFT STATION	400-680-630	8	\$47.11
				HWY 18 BYPASS EAST BRANDON LIFT STATION	400-680-630	8	\$433.71
100323	4331	SUNCOAST INFRASTRUCTURE, INC.	15045224	HWY 468 LIFT STATION	400-680-630	8	\$777.89
				VIN #3081 Kubota MX5400HST Tractor - new tires - Qty: 2 on front	400-680-540	8	\$783.40
100323	4331	SUNCOAST INFRASTRUCTURE, INC.	19305	S25043-01F CCTV Pebble Hill Drive Clean & camera sewer line approximately 950ft (between 6 Pebble Hill Drive & 28 Pebble Hill Drive)	400-680-604	8	\$3,812.01



City of Brandon
Check Register by Department for Checks Dated 5/20/2025

Check Run #: 12964		Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
Check#	Vendor#							
Total For Department				400-680				\$50,116.85
Fund Total				400				\$375,326.02
Grand Total								\$1,524,786.74



City of Brandon

Manual Check Batch #: 5578

Fiscal Year 2024 - 2025 8 - May

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 # 2715	Check Date: 5/8/2025							
14270	William Watson		532025	5/8/2025	5/13/2025	\$5,000.00	Willie Watson settlement (AK support)	100
004-500-603	ARTIST AGREEMENT	N			\$0.00	\$5,000.00		
Invoice Total								
Total for Check # 2715						\$0.00	\$5,000.00	
Check # 2716	Check Date: 5/8/2025							
14261	Tamara Neilson Tetzlaff		4102025	5/8/2025	5/13/2025	\$1,750.00	Tami Neilson settlement (WN support)	100
004-500-603	ARTIST AGREEMENT	N			\$0.00	\$1,750.00		
Invoice Total								
Total for Check # 2716						\$0.00	\$1,750.00	
Check # 2717	Check Date: 5/8/2025							
14208	Union Station Land, Inc		532025	5/8/2025	5/13/2025	\$72,500.00	Alison Krauss settlement	100
004-500-603	ARTIST AGREEMENT	N			\$0.00	\$72,500.00		
Invoice Total								
Total for Check # 2717						\$0.00	\$72,500.00	
Check # 2718	Check Date: 5/8/2025							
9873	James Wilson Jr		5825	5/8/2025	5/13/2025	\$965.14	Reimbursement - Camera/Lens rental Treaty Oak Revival	100
004-500-640	RENTALS	N			\$0.00	\$965.14		
Invoice Total								
Total for Check # 2718						\$0.00	\$965.14	
Check # 2719	Check Date: 5/17/2025							
12430	REBECCA EVANS		4172025	5/17/2025	5/13/2025	\$4,992.00	CBC Catering - Treaty Oak Revival	100
004-500-609	VIP AREA	N	NEC		\$0.00	\$4,992.00		



City of Brandon

Check Processing Confirmation

Check Run ID	Check Date	Beg. Check #	Bank Fund	Bank	User
12962	5/7/2025	100149	098	Community Bank - Payables Clearing Account	vhawkins
Check Run Updated Successfully		Count of Checks	1	Total Amount of Checks	\$1,780.02



City of Brandon

Check Processing Confirmation

Check Run ID	Check Date	Beg. Check #	Bank Fund	Bank	User
12961	5/6/2025	100148	098	Community Bank - Payables Clearing Account	vhawkins
Check Run Updated Successfully		Count of Checks	1	Total Amount of Checks	\$14.75



City of Brandon
Manual Check Batch #: 5576

Fiscal Year 2024 - 2025 8 - May

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 # 2697	Check Date: 5/2/2025			5/2/2025	5/7/2025	\$4,992.00	100
12430	REBECCA EVANS	N	522025		\$0.00	\$4,992.00	CBC Catering -
004-500-609	VIP AREA		NEC				Gavin Adcock
	Invoice Total				\$0.00	\$4,992.00	
	Total for Check #				\$0.00	\$4,992.00	
	2697						
Check # 2698	Check Date: 5/7/2025			5/7/2025	5/7/2025	\$4,992.00	100
12430	REBECCA EVANS	N	532025		\$0.00	\$4,992.00	CBC Catering -
004-500-609	VIP AREA		NEC				Alison Krauss
	Invoice Total				\$0.00	\$4,992.00	
	Total for Check #				\$0.00	\$4,992.00	
	2698						
Check # 2699	Check Date: 5/2/2025			5/2/2025	5/7/2025	\$362,202.62	100
9846	LIVE NATION WORLDWIDE INC	N	4262025		\$0.00	\$317,000.00	Settlement - Staind &
004-500-603	ARTIST AGREEMENT				\$0.00		Breaking Benjamin
004-500-600	PROF SERVICES - OTHER	N			\$0.00	\$45,202.62	Settlement - Staind &
							Breaking Benjamin -
							Catering & Sound &
							Lights
	Invoice Total				\$0.00	\$362,202.62	
	Total for Check #				\$0.00	\$362,202.62	
	2699						
Check # 2700	Check Date: 5/2/2025			5/2/2025	5/7/2025	\$50,000.00	100
14278	Giraffe Parade Entertainment, Inc	N	51725		\$0.00	\$50,000.00	Deposit - Treaty Oak
004-500-603	ARTIST AGREEMENT						Revival
	Invoice Total				\$0.00	\$50,000.00	
	Total for Check #				\$0.00	\$50,000.00	
	2700						
Check # 2701	Check Date: 5/2/2025			5/2/2025	5/7/2025	\$11,189.69	100
8065	COLE ENTERTAINMENT SERVICE		522025				

05/07/2025 11:47:39

Page: 8 of 8

xit run by: vqasson

Check # 2702

8065
004-500-600

Check Date: 5/2/2025
COLE ENTERTAINMENT SERVICE
PROF SERVICES - OTHER

426220251

5/2/2025

Invoice Total
Total for Check #
2701

5/7/2025

\$565.50

100
Revised Invoice -
Stairnd - Stagehands

Check # 2703

11433
004-500-600

Check Date: 5/2/2025
All Events LLC
PROF SERVICES - OTHER

20250221

5/2/2025

Invoice Total
Total for Check #
2702

5/7/2025

\$25,000.00

100
Sound & Lights -
Gavin Adcock

Check # 2704

14285
004-500-603

Check Date: 5/2/2025
Holy Dawg Touring
ARTIST AGREEMENT

522025

5/2/2025

Invoice Total
Total for Check #
2703

5/7/2025

\$1,000.00

100
Fox N Vead
settlement - GA
support

Check # 2705

12430
004-500-600

Check Date: 5/2/2025
REBECCA EVANS
PROF SERVICES - OTHER

608
NEC

5/2/2025

Invoice Total
Total for Check #
2704

5/7/2025

\$6,744.43

100
Catering - Gavin
Adcock

Total for fund

004

\$0.00

\$466,686.24

\$466,686.24

\$0.00

5576

Total for batch

0 • C

4,992.00 +
4,992.00 +
362,202.62 +
50,000.00 +
11,189.69 +
565.50 +
25,000.00 +
1,000.00 +
6,744.43 +
466,686.24 *

0 • C

4,992.00 +
4,992.00 +
362,202.62 +
50,000.00 +
11,189.69 +
565.50 +
25,000.00 +
1,000.00 +
6,744.43 +
466,686.24 *

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City of Brandon
Manual Check Batch #: 5577
Fiscal Year 2024 - 2025 8 - May

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 # 2706	Check Date: 5/3/2025						
11433	All Events LLC		20250222	5/3/2025	5/7/2025	\$15,000.00	200
004-500-600	PROF SERVICES - OTHER	N			\$0.00	\$15,000.00	Sound & Lights - Alison Krauss
				Invoice Total		\$0.00	
				Total for Check # 2706		\$0.00	
Check # 2707	Check Date: 5/3/2025						
12430	REBECCA EVANS		601	5/3/2025	5/7/2025	\$7,928.17	100
004-500-600	PROF SERVICES - OTHER	N	NEC		\$0.00	\$7,928.17	Catering - Alison Krauss
				Invoice Total		\$0.00	
				Total for Check # 2707		\$0.00	
Check # 2708	Check Date: 5/3/2025						
8065	COLE ENTERTAINMENT SERVICE		532025	5/3/2025	5/7/2025	\$11,972.19	100
004-500-600	PROF SERVICES - OTHER	N			\$0.00	\$11,972.19	Stagehands - Alison Krauss
				Invoice Total		\$0.00	
				Total for Check # 2708		\$0.00	
Check # 2709	Check Date: 5/3/2025						
8161	Roderick Randall Kwan		2503 & 2504	5/3/2025	5/7/2025	\$1,000.00	100
004-500-600	PROF SERVICES - OTHER	N	NEC		\$0.00	\$1,000.00	Jumbotron Services - G Adcock & A Krauss
				Invoice Total		\$0.00	
				Total for Check # 2709		\$0.00	
Check # 2710	Check Date: 5/3/2025						
14280	Treamone N Hicks		0013	5/3/2025	5/7/2025	\$600.00	100
004-500-600	PROF SERVICES - OTHER	N			\$0.00	\$600.00	Camera Crew - G Adcock & A Krauss
				Invoice Total		\$0.00	
				Total for Check # 2710		\$0.00	

Check # 2711 14279 004-500-600	Check Date: 5/3/2025 Alex Hughes PROF SERVICES - OTHER	N	100	5/3/2025	\$0.00	\$600.00	100 Camera Crew - G Adcock & A Krauss
				Total for Check # 2710	\$0.00	\$600.00	
Check # 2712 14281 004-500-600	Check Date: 5/3/2025 Konnor Megginson PROF SERVICES - OTHER	N	170018	5/3/2025	\$0.00	\$600.00	100 Camera Crew - G Adcock & A Krauss
				Invoice Total	\$0.00	\$600.00	
				Total for Check # 2711	\$0.00	\$600.00	
Check # 2713 11523 004-500-600	Check Date: 5/3/2025 BRENNAN ROBERT MAGEE PROF SERVICES - OTHER	N	1 & 2 NEC	5/3/2025	\$0.00	\$600.00	100 Camera Crew - G Adcock & A Krauss
				Invoice Total	\$0.00	\$600.00	
				Total for Check # 2712	\$0.00	\$600.00	
Check # 2714 9846 004-500-600	Check Date: 5/6/2025 LIVE NATION WORLDWIDE INC PROF SERVICES - OTHER	N	BA05032025	5/6/2025	\$0.00	\$2,979.79	100 Music License Fees - Alison Krauss
				Invoice Total	\$0.00	\$2,979.79	
				Total for Check # 2713	\$0.00	\$600.00	
				Total for Check # 2714	\$0.00	\$2,979.79	
Total for fund				004	\$0.00	\$41,280.15	
Total for batch				5577	\$0.00	\$41,280.15	

CITY OF BRANDON
05/19/2025 Voided Claims

MS DEPT OF REVENUE	check was voided	
\$16.00	and reprinted for \$14.75	
<u>\$14.75</u>		

home depot	check was reissued	
\$1,780.33	for 1780.02 due to EPD	
<u>\$1,780.02</u>	not being accepted	

professional mail services	check 100105 was voided	
\$5,250.00		
<u>\$5,250.00</u>		

Poll Worker checks voided and reissued:

99725 \$274.00 ISSUES ON 04/08/2025 FOR KEYSHA ADAMS	
99642 \$274.00 ISSUED ON 04/08/2025 FOR CASSANDRA COLEMAN	
99716 \$224.00 ISSUED ON 04/08/2025 FOR JENNIE TAYLOR	

Board Approval Procedure - Statement should be submitted to Board for Approval at the next scheduled meeting



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: MARY ANN HESS
DATE: 05/07/2025
SUBJECT: PRESENTATION OF QUARTERLY REPORTS FOR THE QUARTER

Presentation of Quarterly Reports for the Quarter Ending March 2025 as filed with the State of Mississippi, Department of Finance & Administration:

1. Senate Bill 2948, 2021 Regular Legislative Session
2. House Bill 1353, 2022 Regular Legislative Session
3. House Bill 603, 2023 Regular Legislative Session
4. Senate Bill 2468, 2024 Regular Legislative Session
5. MOST, Marquette Road Multi-Use Path

ATTACHMENTS:

1. SB 2948 - APR 2025 SIGNED
2. HB 1353 - APR 2025 SIGNED
3. HB 603 - APR 2025 SIGNED
4. SB 2468 - APR 2025 SIGNED
5. MOSFT Y1 Q4



STATE OF MISSISSIPPI
GOVERNOR TATE REEVES

DEPARTMENT OF FINANCE AND ADMINISTRATION
LIZ WELCH
EXECUTIVE DIRECTOR

QUARTERLY REPORT FORM

Name of Entity: City of Brandon, Mississippi

Project Description: Downtown Revitalization Projects

Legislative Bill Number: Section 29(o) of the Senate Bill 2948, 2021 Regular Legis. Session

Report for the Quarter Ending: March 31 Year: 2025

Report Type: Quarterly

Complete this section upon initial receipt of funds

	Amount
Date of Initial Receipt of Proceeds (01/07/2022):	\$ 1,250,000.00
Less: Pro Rata Share of Issuance Cost (if applicable):	(\$)
Beginning Project Balance:	\$ 1,250,000.00

Insert Beginning and Ending Quarter dates in () below

	Amount
Quarter Balance Beginning (<u>01/01/2025</u>):	\$ 617,266.68
Plus: Interest Earned/Reimbursements (if applicable):	\$ 5,142.82
Less: Project Expenditures During This Period:	(\$ 188,387.38)
Quarter Balance Ending (<u>03/31/2025</u>):	\$ 434,022.12

Project Summary: (List updates regarding the project status or information regarding bank transfers or errors):

Work is finishing on a parking lot on the corner of Dining and Poindexter; project includes costs for construction, engineering, and street lighting. Also erosion control along Mary Ann Drive Sidewalk.

Project Expenditures

Bank fees should be listed but must be reimbursed by the next quarter

[illegible]

*****Please submit the notarized report, three (3) bank statements, and invoices to the email provided in the notice.*****

I, the undersigned authority, do hereby swear and affirm that all information provided above is complete and accurate to the best of my knowledge. I further swear and affirm that all state bond proceeds reported on herein were used in accordance with the legislation that authorized such bonds.

Please note that under no circumstance should the person executing the report also notarize the signature.

COMPLETED BY:

Mary Ann Hess

Name

Mary Ann Hess

Signature

City Clerk

Title

04/25/2025

Date

Sworn to and subscribed before me this 25 day of April 2025

State of Mississippi

County of: Rankin

Notary Public

Rebecca Pevey

My Commission Expires

6/4/2028





STATE OF MISSISSIPPI
GOVERNOR TATE REEVES

DEPARTMENT OF FINANCE AND ADMINISTRATION
LIZ WELCH
EXECUTIVE DIRECTOR

QUARTERLY REPORT FORM

Name of Entity: City of Brandon, Mississippi

Project Description: 2022 Local Improvements

Legislative Bill Number: Section 25 of the House Bill 1353, 2022 Regular Legis. Session

Report for the Quarter Ending: March 31 Year: 2025

Report Type: Quarterly

Complete this section upon initial receipt of funds

	Amount
Date of Initial Receipt of Proceeds (10/03/2022):	\$ <u>2,000,000.00</u>
Less: Pro Rata Share of Issuance Cost (if applicable):	(\$ <u> </u>)
Beginning Project Balance:	\$ <u>2,000,000.00</u>

Insert Beginning and Ending Quarter dates in () below

	Amount
Quarter Balance Beginning (<u>01/01/2025</u>):	\$ <u>1,610,190.15</u>
Plus: Interest Earned/Reimbursements (if applicable):	\$ <u>13,985.03</u>
Less: Project Expenditures During This Period:	(\$ <u>412,886.58</u>)
Quarter Balance Ending (<u>03/31/2025</u>):	\$ <u>1,211,288.60</u>

Project Summary:(List updates regarding the project status or information regarding bank transfers or errors):

Various street, drainage and culvert projects over the City. All contract documents have been signed and the work has begun.

Project Expenditures

Bank fees should be listed but must be reimbursed by the next quarter

Date	Invoice Description	Amount
01/07/2025	Simmons Erosion Control - Pay Req #4 - Eastgate Sidewalk	\$ 12,936.25
01/07/25	Benchmark Engineering - Kennedy Farm Sidewalk	\$ 2,880.00
01/07/25	Benchmark Engineering - 2024 Street Overlay	\$ 11,932.58
1/7/25	Benchmark Engineering - Int of Morrow St & Orr Dr	\$ 369.95
1/7/25	Benchmark Engineering - Storm Drain Inlet Repair	\$ 4,180.00
1/7/25	Benchmark Engineering - Design & Const of Depot Drive	\$ 4,782.50
1/7/25	Benchmark Engineering - Raintree Place Drainage Study	\$ 17.50
1/7/25	Benchmark Engineering - Survey & Layout of Tamberline	\$ 2,920.00
1/21/25	Neel-Schaffer Brandon NRCS Richland Creek	\$ 2,099.76
2/4/25	Benchmark Engineering - Eastgate Sidewalk Project	\$ 350.00
2/4/25	Benchmark Engineering - 2024 Street Overlay	\$ 8,793.00
2/4/25	Benchmark Engineering - Int of Morrow St & Orr Dr	\$ 3,938.42
2/4/25	Benchmark Engineering - Design & Const of Depot Drive	\$ 3,200.00
2/4/25	Benchmark Engineering - Raintree Place Drainage Study	\$ 3,460.00
2/4/25	Benchmark Engineering - Storm Drain Inlet Repair	\$ 550.00
2/4/25	Benchmark Engineering - Stakeout & Const City Hall Connector	\$ 270.00
2/4/25	Benchmark Engineering - Survey & Layout of Tamberline	\$ 9,565.00
2/4/25	Duraco Construction Pay Request #2 Pecan Circle Storm Drain	\$ 8,910.00
2/4/25	Woodward Contracting - Waterline Trustmark Bank Property	\$ 55,917.00
3/3/25	Benchmark Engineering - 2024 Street Overlay	\$ 9,223.75
3/3/25	Benchmark Engineering - Storm Drain Inlet Repair	\$ 2,199.26
3/3/25	Benchmark Engineering - Design & Const Off Lakeland Drive	\$ 120.00
3/3/25	Benchmark Engineering - Raintree Place Drainage Study	\$ 3,967.50
3/3/25	Hemphill Construction - near Towne Street Station Storm Drain	\$ 3,309.30
3/3/25	Hemphill Construction - near Towne Street Station Storm Drain	\$ 8,939.96
3/3/25	Hemphill Construction - near Towne Street Station Storm Drain	\$ 4,361.98
3/3/25	Hemphill Construction - near Towne Street Station Storm Drain	\$ 12,909.52
3/3/25	Hemphill Construction - near Rolling Hill Circle Towne Station	\$ 15,580.46
3/3/25	Hemphill Construction - Shady Covecross Drain	\$ 10,536.80
3/3/25	Hemphill Construction - Crosswood Storm Drain Pipe	\$ 8,154.32
3/3/25	Hemphill Construction - Louis Wilson - Storm Drain Pipe	\$ 12,462.80
3/3/25	Hemphill Construction - Terrapin Cross Drain	\$ 122,338.18
3/3/25	Hemphill Construction - Terrapin Cross Drain	\$ 2,847.50
3/3/25	NJ Farms - Storm Drain Inlet Repairs	\$ 24,900.00
3/3/25	Hemphill Construction - Morrow Orr Drainage Improvement	\$ 3,373.22
3/3/25	Neel Schaffer - NRCS Grant Richland Creek	\$ 1,569.36
3/3/25	Hemphill Construction - Crosswood Storm Drain Pipe	\$ 24,580.75
3/3/25	Hemphill Construction - Terrapin Cross Drain	\$ 4,439.96
	Total	\$ 412,886.58

*****Please submit the notarized report, three (3) bank statements, and invoices to the email provided in the notice.*****

I, the undersigned authority, do hereby swear and affirm that all information provided above is complete and accurate to the best of my knowledge. I further swear and affirm that all state bond proceeds reported on herein were used in accordance with the legislation that authorized such bonds.

Please note that under no circumstance should the person executing the report also notarize the signature.

COMPLETED BY:

Mary Ann Hess

Name

Mary Ann Hess

Signature

City Clerk

Title

04/30/2025

Date

Sworn to and subscribed before me this 30 day of April 2025

State of Mississippi

County of: Rankin

Notary Public

Rebecca Pevey

My Commission Expires

6/4/2028



Project Expenditures

Bank fees should be listed but must be reimbursed by the next quarter

Date	Invoice Description	Amount
01/07/2025	Transfer to Accounts Payable	
	Benchmark Engineering - Lance/Martin Easthaven Sewer	\$ 343.14
	Benchmark Engineering - Burnham Road Waterline	\$ 8,618.23
	Benchmark Engineering - Grants Ferry Pkwy Sewer Ext	\$ 160.00
	Benchmark Engineering - Hwy 80 waterline PD to Post Office	\$ 6,923.75
	Thornton's Construction - Pay Request #1 Morrow St	\$ 66,599.27
2/4/25	Transfer to Accounts Payable	
	Benchmark Engineering - Grants Ferry Pkwy Sewer Ext	\$ 480.00
	Benchmark Engineering - Burnham Road Waterline	\$ 7,578.03
	Benchmark Engineering - Lance/Martin Easthaven Sewer	\$ 1,443.45
	Benchmark Engineering - Hwy 80 waterline PD to Post Office	\$ 3,147.50
	Benchmark Engineering - Grants Ferry Pkwy Sewer Ext	\$ 625.85
	Benchmark Engineering - Replace Existing Force Line	\$ 456.52
	Benchmark Engineering - Grants Ferry Pkwy Sewer Ext	\$ 4,906.60
3/4/25	Transfer to Accounts Payable	
	Benchmark Engineering - Burnham Road Waterline	\$ 10,162.50
	Benchmark Engineering - Lance/Martin Easthaven Sewer	\$ 1,222.50
	Benchmark Engineering - Hwy 80 waterline PD to Post Office	\$ 5,698.29
	Benchmark Engineering - Replace Existing Force Line	\$ 4,407.50
	Total	\$ 122,773.13

*****Please submit the notarized report, three (3) bank statements, and invoices to the email provided in the notice.*****

I, the undersigned authority, do hereby swear and affirm that all information provided above is complete and accurate to the best of my knowledge. I further swear and affirm that all state bond proceeds reported on herein were used in accordance with the legislation that authorized such bonds.

Please note that under no circumstance should the person executing the report also notarize the signature.

COMPLETED BY:

Mary Ann Hess

Name

Signature

City Clerk

Title

04/30/2025

Date

Sworn to and subscribed before me this 30 day of April 2025

State of Mississippi

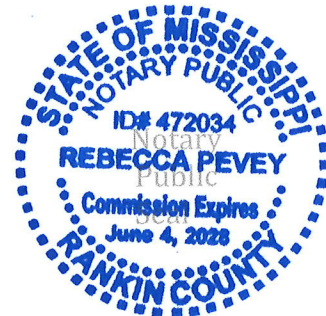
County of: Rankin

Notary Public

My Commission Expires

Rebecca Pevey

6/4/28





STATE OF MISSISSIPPI
GOVERNOR TATE REEVES

DEPARTMENT OF FINANCE AND ADMINISTRATION
LIZ WELCH
EXECUTIVE DIRECTOR

QUARTERLY REPORT FORM

Name of Entity: City of Brandon, Mississippi

Project Description: Infrastructure Repairs and Maintenance

Legislative Bill Number: Section 10 of Senate Bill 2468, 2024 Regular Legislative Session

Report for the Quarter Ending: March 31 Year: 2025

Quarterly
Report Type: _____

Complete this section upon initial receipt of funds

	Amount
Date of Initial Receipt of Proceeds (11/21/2024):	\$ 3,000,000.00
Less: Pro Rata Share of Issuance Cost (if applicable):	(\$ _____)
Beginning Project Balance:	\$ 3,000,000.00

Insert Beginning and Ending Quarter dates in () below

	Amount
Quarter Balance Beginning (<u>01/01/2025</u>):	\$ 3,013,877.74
Plus: Interest Earned/Reimbursements (if applicable):	\$ 29,449.64
Less: Project Expenditures During This Period:	(\$ 0.00)
Quarter Balance Ending (<u>03/31/2025</u>):	\$ 3,043,327.38

Project Summary: (List updates regarding the project status or information regarding bank transfers or errors):

Road and street improvements to include construction, right-of-way acquisition, utility relocation and other associated improvements, such as storm water drainage, sidewalks, and multiuse path development and construction necessary to improve vehicle and pedestrian safety

Project Expenditures

Bank fees should be listed but must be reimbursed by the next quarter

[illegible]

*****Please submit the notarized report, three (3) bank statements, and invoices to the email provided in the notice.*****

I, the undersigned authority, do hereby swear and affirm that all information provided above is complete and accurate to the best of my knowledge. I further swear and affirm that all state bond proceeds reported on herein were used in accordance with the legislation that authorized such bonds.

Please note that under no circumstance should the person executing the report also notarize the signature.

COMPLETED BY:

Mary Ann Hess

Name

Signature

City Clerk

Title

04/30/2025

Date

Sworn to and subscribed before me this 30 day of April 2025

State of Mississippi

County of: Rankin

Notary Public

My Commission Expires

Rebecca Pevey
6/4/2028



Quarterly Report Form: Submission #251

GENERAL INFORMATION

Date of Report Submission 5/5/2025
Select Quarter Year 1 - Q4
Entity Name City of Brandon, Mississippi
Project Title Marquette Road Multi-Use Path Revised 12-15-23 - BB. 07-029
Project Number STP-7081-00(002)LPA, 109244701
Project Agreement Start Date 4/10/2024
Project Agreement End Date 4/10/2026
Percentage Completed 86%

FINANCIAL UPDATE

Total Project Cost \$ 1,542,428.00
Total MOST Funding Amount \$ 585,678.00
Total Expenditure To Date \$ 1,385,057.73
Total MOST Reimbursement RCVD To Date {Empty}
Total Reimbursement Requested This Quarter \$ 500,000.00
Pending Reimbursement This Quarter {Empty}

PROJECT UPDATE

Describe all work completed this quarter. Please be very descriptive and include proof of progress, such as photos, receipts, etc. The north side of Marquette is 100% complete with the small segment on the south side of Marquette to go.

Describe any delays, causes for delays, and remedies in place to get the project back on schedule.
{Empty}

Upload Documents and Photos

- [Marquette N. Final 1.jpg](#)
- [Marquette N. Final 2.jpg](#)
- [Marquette N. Final 3.jpg](#)

Photo Description {Empty}

Upload A Photo Map That Depicts Photo # Locations On Aerial Project Map Here {Empty}

SIGNATURE

Name of Contact Mary Ann Hess
Title City Clerk
Date 5/5/2025
Email mhess@brandonms.org
Phone No. [601-706-2607](tel:601-706-2607)

Download Submission [submission.pdf](#)



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: CARLY BETH DEARMAN, PUBLIC WORKS OPERATIONS COORDINATOR
BOARD AGENDA: MAY 19, 2025
SUBJECT: MARQUETTE ROAD MULTI-USE PATH EXTENSION PROJECT (NON-MPO)
PAY REQUEST 1

Asking for your consideration to approve Pay Request 1 in the amount of \$41,349.64 from NJ Farms, Inc. for the Marquette Road Multi-Use Path Extension Project and authorize payment of the same.

On April 7, 2025, the Board awarded the quote to NJ Farms, Inc. as the lowest and best quote received for the project. A second quote was received from A1 Concrete Services, Inc. in the amount of \$78,982.35.

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:

- Benchmark Recommendation Letter
- Pay Request 1

GL Code: 314-600-702

Funding: HB 1353

May, 13th, 2025

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

RE: City of Brandon
Marquette Road Trail Extension
B-11441
Pay Request No. 1

Dear Mrs. Dearman:

Please find included in this packet all documentation and paperwork necessary for approval of Pay Request No. 1 for construction services for the City of Brandon Marquette Road Trail Extension for NJ Farms, Inc. in the total amount of **\$41,349.64**.

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,



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

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

File: B-11441

APPLICATION AND CERTIFICATE FOR PAYMENT

TO OWNER: City of Brandon
1000 Municipal Drive
Brandon, MS 39042

FROM CONTRACTOR: NJ Farms Inc.
PO Box 96
Raymond, MS 39154

VIA ENGINEER: BENCHMARK ENGINEERING & SURVEYING LLC
660 KATHERINE DRIVE SUITE 302
FLOWOOD, MS 39232

MARQUETTE ROAD TRAIL EXTENSION

APPLICATION NUMBER: 16-11441

APPLICATION DATE: 5/9/2025

PERIOD TO: 4/15/2025

PROJECT NO: 4/31/2025

CONTRACT DATE: 4/9/2025

EXTERNAL CONTRACT NO. B-11441

Distribution to:
☒ OWNER
☐ CONSTRUCTION
☐ MANAGER
☐ ARCHITECT
☐ CONTRACTOR

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in accordance with the Contract. Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM	\$46,022.50
2. Net Change By Change Orders	\$0.00
3. CONTRACT SUM TO DATE	\$ 46,022.50
4. TOTAL COMPLETED & STORED TO DATE	\$43,525.94

5. RETAINAGE:	
a. 5% of Completed Work	\$2,176.30
b. 0% of Stored Material	\$0.00

Total Retainage	\$2,176.30
6. TOTAL EARNED LESS RETAINAGE	\$41,349.64

7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$0.00
8. CURRENT PAYMENT DUE	\$41,349.64

9. BALANCE TO FINISH, INCLUDING RETAINAGE	\$ 4,672.86
---	-------------

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

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: NJ FARMS, INC.

BY: [Signature] DATE: 5/9/2025
State of: MS County of: Rankin

Subscribed and sworn before me this 5th day of May 2025.
Notary Public: Angela Bean
My Commission Expires: March 18, 2028

CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Construction Manager certifies that to the best of his 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..... \$ 41,349.64
(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that changed to conform to the amount certified.)

ENGINEER:

By: [Signature] Date: 05/13/25

OWNER:

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.



CONTINUATION SHEET

APPLICATION AND CERTIFICATE FOR PAYMENT,
containing Contractor's signed Certification is attached.

APPLICATION NO: NO. 1

APPLICATION DATE: 05/09/25

PERIOD FROM: 04/15/25

PERIOD TO: 04/31/25

ARCHITECT'S PROJECT NO: 4/31/2025

EXTERNAL CONTRACT NO. B-11441

ITEM NO.	DESCRIPTION OF WORK	CONTRACT U OF M	CONTRACT QUANTITY	COST PER UNIT	TOTAL COST OF CONTRACT	WORK COMPLETED				MATERIALS PRESENTLY STORED (NOT IN D O R E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G/C)	BALANCE TO FINISH (C-G)	RETAINAGE
						PREVIOUS QUANTITY	CURRENT QUANTITY	PREVIOUS COST	CURRENT COST					
001	MOBILIZATION	LS	1	\$1,200.00	\$1,200.00	0	1	\$0.00	\$1,200.00	\$0.00	\$1,200.00	100%	\$0.00	\$60.00
002	CONCRETE SIDEWALK	SY	585	\$58.50	\$34,222.50	0	587.11	\$0.00	\$33,175.94	\$0.00	\$33,175.94	97%	\$1,046.57	\$1,658.80
003	CONCRETE VARIABLE HEIGHT HEADER CURB	LF	180	\$25.00	\$4,500.00	0	146	\$0.00	\$3,650.00	\$0.00	\$3,650.00	81%	\$850.00	\$182.50
004	SOLID SOD	SY	305	\$20.00	\$6,100.00	0	275	\$0.00	\$5,500.00	\$0.00	\$5,500.00	90%	\$600.00	\$275.00
005					\$0.00	0		\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	\$0.00
006					\$0.00	0		\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	\$0.00
007					\$0.00	0		\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	\$0.00
008					\$0.00	0		\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	\$0.00
009					\$0.00	0		\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	\$0.00
010					\$0.00	0		\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	\$0.00
011					\$0.00	0		\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	\$0.00
012					\$0.00	0		\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	\$0.00
013					\$0.00	0		\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	\$0.00
014					\$0.00	0		\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	\$0.00
015					\$0.00	0		\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	\$0.00
016					\$0.00	0		\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	\$0.00
017					\$0.00	0		\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	\$0.00
018					\$0.00	0		\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	\$0.00
019					\$0.00	0		\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	\$0.00
020					\$0.00	0		\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	\$0.00
021					\$0.00	0		\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	\$0.00
022					\$0.00	0		\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	\$0.00
023					\$0.00	0		\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	\$0.00
024					\$0.00	0		\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	\$0.00
025					\$0.00	0		\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	\$0.00
026					\$0.00	0		\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	\$0.00
027					\$0.00	0		\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	\$0.00
028					\$0.00	0		\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	\$0.00
029					\$0.00	0		\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	\$0.00
030					\$0.00	0		\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	\$0.00
031					\$0.00	0		\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	\$0.00
032					\$0.00	0		\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	\$0.00
033					\$0.00	0		\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	\$0.00
034					\$0.00	0		\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	\$0.00
035					\$0.00	0		\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	\$0.00
036					\$0.00	0		\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	\$0.00
037					\$0.00	0		\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	\$0.00
038					\$0.00	0		\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	\$0.00
039					\$0.00	0		\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	\$0.00
040					\$0.00	0		\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	\$0.00
041					\$0.00	0		\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	\$0.00
042					\$0.00	0		\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	\$0.00
043					\$0.00	0		\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	\$0.00
044					\$0.00	0		\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	\$0.00
045					\$0.00	0		\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	\$0.00
046					\$0.00	0		\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	\$0.00
047					\$0.00	0		\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	\$0.00
048					\$0.00	0		\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	\$0.00
049					\$0.00	0		\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	\$0.00
050					\$0.00	0		\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	\$0.00
051					\$0.00	0		\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	\$0.00
052					\$0.00	0		\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	\$0.00
053					\$0.00	0		\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	\$0.00
054					\$0.00	0		\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	\$0.00
055					\$0.00	0		\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	\$0.00
056					\$0.00	0		\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	\$0.00
057					\$0.00	0		\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	\$0.00
058					\$0.00	0		\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	\$0.00
059					\$0.00	0		\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	\$0.00
060					\$0.00	0		\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	\$0.00
TOTALS					\$46,022.50			\$0.00	\$43,525.94	\$0.00	\$43,525.94	95%	\$2,496.57	\$2,176.30



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: CARLY BETH DEARMAN, PUBLIC WORKS OPERATIONS COORDINATOR
BOARD AGENDA: MAY 19, 2025
SUBJECT: HIGHWAY 80 WATERLINE IMPROVEMENTS PROJECT
PAY REQUEST 3

Asking for your consideration to approve Pay Request 3 in the amount of \$174,500.46 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 3

GL Code: 314-600-718

Funding: MDEQ MCWI Grant

May 9, 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 #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 2024 Hwy 80 Water Line Improvements Project for Hemphill Construction Co., Inc., in the amount of \$174,500.46.

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 #: H24226-03

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# 3

Period From: 4/1/2025

Period To: 4/30/2025

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 Contract No.

N/A

Contract Date:

1/7/2025

Application Date:

5/1/2025

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	\$366,627.00
5. Stored Materials Inventory	\$0.00
6. Total Completed and Stored To Date	\$366,627.00
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 5.00 %	\$18,331.35
d. Retainage on Stored Materials Inventory 0.00 %	\$0.00
e. Total Calculated Retainage	\$18,331.35
f. Total Retainage To Be Withheld	\$18,331.35
8. Total Earned Less Retainage	\$348,295.65
9. Less Previous Certificates For Payments	\$173,795.19
10. Current Payment Due	\$174,500.46
11. Balance to Finish, Plus Retainage.	\$38,479.35

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	

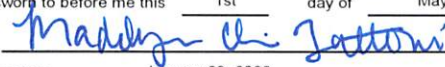
The undersigned Contractor certifies that to the best of the Contractor's knowledge, information, and belief, the work covered by this Application for Payment has been completed in accordance with the Contract Documents. That all amounts have been paid by the Contractor for Work for which previous Certificates 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:  Date: 5/1/2025

State of: Mississippi County of: Simpson

Subscribed and sworn to before me this 1st day of May 2025

Notary Public: 

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 **\$174,500.46**

(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:

By:  Date: 5/9/2025

OWNER:

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.

CONTINUATION SHEET

Page 2 of 2

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

Invoice # : H24226-03

Application No. : JB App# 3
Application Date : 05/01/25
Period From: 04/01/25
Period To: 04/30/25
External Contract No.:

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	0.50	0.50	1.00	\$15,910.50	\$15,910.50	0.00	\$31,821.00	\$0.00	100.00%
20	Temp Erosion Control Installation & Maintenance	LS	1.00	\$8,500.00	\$8,500.00	0.50	0.50	1.00	\$4,250.00	\$4,250.00	0.00	\$8,500.00	\$0.00	100.00%
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	25.00	25.00	\$0.00	\$2,750.00	0.00	\$2,750.00	\$1,980.00	58.14%
80	10" C-900 Water main	LF	1,780.00	\$71.00	\$126,380.00	160.00	1,690.00	1,850.00	\$11,360.00	\$119,990.00	0.00	\$131,350.00	\$-4,970.00	103.93%
90	10" I.D. HDPE DR 11 (Directional Bore)	LF	425.00	\$250.00	\$106,250.00	425.00	0.00	425.00	\$106,250.00	\$0.00	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	1.00	1.00	\$0.00	\$2,400.00	0.00	\$2,400.00	\$0.00	100.00%
110	10" Gate Valve Assembly	EA	8.00	\$3,500.00	\$28,000.00	0.00	7.00	7.00	\$0.00	\$24,500.00	0.00	\$24,500.00	\$3,500.00	87.50%
120	Fire Hydrant Assembly	EA	2.00	\$6,700.00	\$13,400.00	0.00	2.00	2.00	\$0.00	\$13,400.00	0.00	\$13,400.00	\$0.00	100.00%
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	123.00	123.00	\$0.00	\$7,872.00	0.00	\$7,872.00	\$0.00	100.00%
160	Ductile Iron Fittings	LBS	2,000.00	\$13.00	\$26,000.00	236.00	2,082.00	2,318.00	\$3,068.00	\$27,066.00	0.00	\$30,134.00	\$-4,134.00	115.90%
170	Rock Excavation	CY	150.00	\$51.00	\$7,650.00	0.00	150.00	150.00	\$0.00	\$7,650.00	0.00	\$7,650.00	\$0.00	100.00%
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					\$386,775.00				\$140,838.50	\$225,788.50	\$0.00	\$366,627.00	\$20,148.00	94.79%



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: CARLY BETH DEARMAN, PUBLIC WORKS OPERATIONS COORDINATOR
BOARD AGENDA: MAY 19, 2025
SUBJECT: HIGHWAY 18 HIGHWAY 468 SEWER FORCE MAIN REPLACEMENT PROJECT
PAY REQUEST 6 FINAL & FINAL SUMMARY CHANGE ORDER

Asking for your consideration to approve the following items for the Highway 18 Highway 468 Sewer Force Main Replacement Project. The attached documentation is the final closeout packet for this project.

1. Approve Pay Request 6 FINAL in the amount of \$54,857.62 from Eubank Construction Company, Inc. and authorize payment of the same.
2. Approve the Final Summary Change Order and authorize the Mayor to execute the same. The Final Summary Change Order includes the following.
 1. Credit of \$89,521.00 less than the bid contract amount due to final quantity numbers.
 2. Addition of 47 calendar days to the contract due to material delays, inclement weather, and tie-in coordination.

On February 20, 2024, the Board awarded the bid for this project to Eubank Construction Company, Inc. as the best and lowest bid received.

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

ATTACHMENTS:

- Benchmark Engineering Recommendation Letter
- Eubank Construction Company – Pay Request 6 FINAL

GL Code: 314-600-716

Funding: MDEQ MCWI Grant Program
MDEQ Agreement #: 58-2-CW-5.5

May 13, 2025

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

RE: City of Brandon
Hwy 18/468 Sewer Force Main Replacement Project
B-9693
Pay Request No. 6 (Final)
Final Summary Change Order

Dear Mrs. Dearman:

Please find included in this packet all documentation and paperwork necessary for approval of Pay Request No. 6 (FINAL) for construction services for the City of Brandon Hwy 18/468 Sewer Force Main Replacement Project for Eubank Construction Co., Inc. in the amount of \$54,857.62 and the final summary change order in the amount of –(\$89,521.00) along with the addition of 47 calendar days.

We have reviewed this Pay Request and Final Summary Change Order and recommend submittal 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,



Matthew Miller, P.E., P.L.S.
Benchmark Engineering & Surveying, LLC
cc: File: B-9693

Contractor's Application for Payment No. 6 FINAL

Application Period: 1/18/25 - 5/02/25		Application Date: 5/5/2025	
To (Owner): City of Brandon Brandon, MS 39042	From (Contractor): Eubank Construction Co., Inc.	Via (Engineer): Benchmark Engineering & Surveying, LLC 101 Highpointe Dr. B Brandon, MS 39042	
Project: Hwy 18 / Hwy 468 Sewer Forcemain Replacement	Contract: A024012	Engineer's Project No.:	

Application For Payment Change Order Summary

Approved Change Orders	Additions	Deductions	
1.1	\$7,330.73		1. ORIGINAL CONTRACT PRICE..... \$ \$1,140,083.00
1.2	\$500.70		2. Net change by Change Orders..... \$ \$46,590.48
2.1	\$7,028.86		3. Current Contract Price (Line 1 + 2)..... \$ \$1,186,673.48
2.2	\$23,304.25		4. TOTAL COMPLETED AND STORED TO DATE (Column F on Progress Estimate)..... \$ \$1,097,152.48
2.3	\$8,425.94		5. RETAINAGE:
		a. 5% ☒ Work Completed..... \$	
		b. 5% ☒ Stored Material..... \$	
		c. Total Retainage (Line 5a + Line 5b)..... \$	
TOTALS	\$46,590.48		6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5c)..... \$ \$1,097,152.48
NET CHANGE BY CHANGE ORDERS	\$46,590.48		7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application)..... \$ \$1,042,294.86
			8. AMOUNT DUE THIS APPLICATION..... \$ \$54,857.62
			9. BALANCE TO FINISH, PLUS RETAINAGE (Column G on Progress Estimate + Line 5 above)..... \$ \$89,521.00

Contractor's Certification

The undersigned Contractor certifies that to the best of its knowledge: (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 Work covered by prior Applications for Payment; (2) title of 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 Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

By: Alan Thayer Date: 5/5/25

Payment of: \$ \$54,857.62
(Line 8 or other - attach explanation of the other amount)

is recommended by:  5-13-25
(Engineer) (Date)

Payment of: \$ _____
(Line 8 or other - attach explanation of the other amount)

is approved by: _____
(Owner) (Date)

Approved by: _____
Funding Agency (if applicable) (Date)

Progress Estimate - Unit Price Work

Contractor's Application

Brandon - Hwy 18 - 468 Sewer Forcmain Replacement													6 FINAL	
Application Period: January 18, 2025 - May 2, 2025													5/5/2025	
A														
Bid Item No	Item Description	Contract Information			B		C	D	E	F	G	H	I	
		Contract Quantity	Units	Unit Price	Total Cost of Contract									
1	Mobilization	1	LS	35,000.00	\$ 35,000.00	1			1	35,000.00		\$35,000.00	100.0%	\$ -
2	Silt Fence	1850	LF	5.00	\$ 9,250.00	1568			1568	\$7,840.00		\$7,840.00	84.8%	\$ 1,410.00
3	30" Wastles	160	LF	25.00	\$ 4,000.00	160			160	4,000.00		\$4,000.00	100.0%	\$ -
4	Excess Excavation, FM, AH	200	CY	6.00	\$ 1,200.00	304			304	1,824.00		\$1,824.00	152.0%	\$ (624.00)
5	Select Bedding Material, FM, AH	200	CY	25.00	\$ 5,000.00	304			304	7,600.00		\$7,600.00	152.0%	\$ (2,600.00)
6	Connection to Existing San Sewer (Manhole)	3	EA	18,000.00	\$ 54,000.00	3			3	54,000.00		\$54,000.00	100.0%	\$ -
7	12" SDR-18 Sanitary Sewer Force Main Pipe (Open Cut)	25	LF	350.00	\$ 8,750.00	25			25	8,750.00		\$8,750.00	100.0%	\$ -
8	24" SDR-18 Sanitary Sewer Force Main Pipe (Open Cut)	1393	LF	281.00	\$ 391,433.00	1450			1450	407,450.00		\$407,450.00	104.1%	\$ (16,017.00)
9	24" SDR-18 Sanitary Sewer Force Main Pipe (In Steel Casing)	430	LF	290.00	\$ 124,700.00	406			406	117,740.00		\$117,740.00	94.4%	\$ 6,960.00
10	36" Steel Casing (Bored)	430	LF	600.00	\$ 258,000.00	406			406	243,600.00		\$243,600.00	94.4%	\$ 14,400.00
11	Removal and Capping of Existing Sanitary Sewer Force Main	1	LS	34,000.00	\$ 34,000.00	0.25			0.25	8,500.00		\$8,500.00	25.0%	\$ 25,500.00
12	Ductile Iron Fittings	16500	LBS	12.00	\$ 198,000.00	11459			11459	137,508.00		\$137,508.00	69.4%	\$ 60,492.00
13	Permanent Seed and Mulch	1	AC	8,500.00	\$ 8,500.00	1			1	8,500.00		\$8,500.00	100.0%	\$ -
14	Removal of Existing 18" DI FM Pipe (Includes any/all Fittings)	43	LF	150.00	\$ 6,450.00	43			43	6,450.00		\$6,450.00	100.0%	\$ -
15	Removal of Existing 12" DI FM Pipe (Includes any/all Fittings)	12	LF	150.00	\$ 1,800.00	12			12	1,800.00		\$1,800.00	100.0%	\$ -
CO Item 1.1	Force Main Adjustment	1	LS	7,330.73	\$ 7,330.73	1			1	7,330.73		\$7,330.73	100.0%	\$ -
CO Item 1.2	Test Station Installation	3	EA	166.90	\$ 500.70	3			3	500.70		\$500.70	100.0%	\$ -
CO Item 2.1	Ground Debris Removal	1	LS	7,028.86	\$ 7,028.86	1			1	7,028.86		\$7,028.86	100.0%	\$ -
CO Item 2.2	Relocate and Reconnect Existing 12" Check Valve Asset	1	LS	23,304.25	\$ 23,304.25	1			1	23,304.25		\$23,304.25	100.0%	\$ -
CO Item 2.3	New 12" Check Valve	1	LS	8,425.94	\$ 8,425.94	1			1	8,425.94		\$8,425.94	100.0%	\$ -
					\$ 1,186,673.48						\$1,097,152.48	92.46%	\$ 89,521.00	

CONTRACT SUMMARY CHANGE ORDER

OWNER: CITY OF BRANDON

CONTRACTOR: EUBANK CONSTRUCTION CO. INC.

Date: 05/13/25

CHANGE ORDER NUMBER: 3 (FINAL SUMMARY CHANGE ORDER)

PROJECT NAME: HWY 18/468 SEWER FORCE MAIN REPLACEMENT PROJECT

ITEM NO.	ITEM DESCRIPTION	REASONING	UNIT	PLAN QUANTITY	FINAL QUANTITY	DIFFERENCE	UNIT COST	TOTAL CONTRACT CHANGE
1	MOBILIZATION	PLAN QUANTITY	LS	100%	100%	0.00%	\$ 35,000.00	\$ -
2	SILT FENCE	LESS NEEDED THAN ANTICIPATED	LF	1850	1568	-282.00	\$ 5.00	\$ (1,410.00)
3	20" WATTLES	PLAN QUANTITY	LF	160	160	0.00	\$ 25.00	\$ -
4	EXCESS EXCAVATION, FM, AH	MORE SOFT MATERIAL ENCOUNTERED THAN ANTICIPATED	CY	200	304.00	104.00	\$ 6.00	\$ 624.00
5	SELECT BEDDING MATERIAL, FM, AH	MORE SOFT MATERIAL ENCOUNTERED THAN ANTICIPATED	CY	200	304.00	104.00	\$ 25.00	\$ 2,600.00
6	CONNECTION TO EXIST. SANITARY SEWER	PLAN QUANTITY	EA	3	3.00	-	\$ 18,000.00	\$ -
7	12" SDR-18 SANITARY SEWER FORCE MAIN PIPE (OPEN CUT)	PLAN QUANTITY	LF	25	25.00	-	\$ 350.00	\$ -
8	24" SDR-18 SANITARY SEWER FORCE MAIN PIPE (OPEN CUT)	MINOR DIFFERENCE DUE TO FIELD ADJUSTMENTS	LF	1,393	1450.00	57.00	\$ 281.00	\$ 16,017.00
9	24" SDR-18 SANITARY SEWER FORCE MAIN PIPE (IN CASING)	OVER ESTIMATED PLAN QUANTITY	LF	430	406.00	(24.00)	\$ 290.00	\$ (6,960.00)
10	36" STEEL CASING (BORED)	LESS NEEDED THAN ANTICIPATED	LF	430	406.00	(24.00)	\$ 600.00	\$ (14,400.00)
11	REMOVAL AND CAPPING OF EXISTING SANITARY SEWER FM	FIELD MODIFICATION MADE	LS	1	0.25	(0.75)	\$ 34,000.00	\$ (25,500.00)
12	DUCTILE IRON FITTINGS	LESS NEEDED THAN ANTICIPATED	LBS	16,500	11,459.00	(5,041.00)	\$ 12.00	\$ (60,492.00)
13	PERMANENT SEED AND MULCH	PLAN QUANTITY	AC	1	1.00	-	\$ 8,500.00	\$ -
14	REMOVAL OF EXIST. 18" DI FM PIPE (INCLUDES FITTINGS)	PLAN QUANTITY	LF	43	43.00	-	\$ 150.00	\$ -
15	REMOVAL OF EXIST. 12" DI FM PIPE (INCLUDES FITTINGS)	PLAN QUANTITY	LF	12	12.00	-	\$ 150.00	\$ -
CO1.1	FORCE MAIN ADJUSTMENT	PLAN QUANTITY	LS	1	1.00	-	\$ 7,330.73	\$ -
CO1.2	TEST STATION INSTALLATION	PLAN QUANTITY	EA	3	3.00	-	\$ 166.90	\$ -
CO2.1	UNDERGROUND DEBRIS REMOVAL	PLAN QUANTITY	LS	1	1.00	-	\$ 7,028.86	\$ -
CO2.2	RELOCATE AND RECONNECT EXISTING 12" CHECK VALVE ASSEMBLY	PLAN QUANTITY	EA	1	1.00	-	\$ 23,304.25	\$ -
CO2.3	NEW 12" CHECK VALVE	PLAN QUANTITY	EA	1	1.00	-	\$ 8,425.94	\$ -
ORIGINAL CONTRACT AMOUNT								\$ 1,140,083.00
CONTRACT CHANGE DUE TO PREVIOUS CHANGE ORDERS								\$ 46,590.48
REVISED CONTRACT AMOUNT DUE TO PREVIOUS CHANGE ORDERS								\$ 1,186,673.48
CONTRACT CHANGE DUE TO FINAL SUMMARY CHANGE ORDER								\$ (89,521.00)
FINAL REVISED CONTRACT AMOUNT								\$ 1,097,152.48
ORIGINAL CONTRACT COMPLETION DATE								23-Nov-24
ADDITIONAL CONTRACT TIME FOR SUMMARY CHANGE ORDER								47 DAYS
ACTUAL CONTRACT SUBSTANTIAL COMPLETION DATE								9-Jan-25

CONTRACT TIME EXTENSION REQUEST IS DUE TO WEATHER RELATED DELAYS AND HOLIDAYS RELATED TO THE CONNECTION INTO THE EXISTING LINES ALONG WITH MATERIAL ACQUISITION DELAYS DUE TO SHORTAGES

THIS

CONTRACT CHANGE ORDER SHALL BECOME AN AMENDMENT TO THE CONTRACT AND ALL PROVISIONS OF THE CONTRACT WILL APPLY.

RECOMMENDED BY:



ENGINEER (Signature)

5-13-25

DATE

ACCEPTED BY:



CONTRACTOR (Signature)

5/13/25

DATE

APPROVED BY:

OWNER (Signature)

DATE

CONSENT OF SURETY TO FINAL PAYMENT

ALA Document G707

Bond No. EACX4041453

OWNER	☐
ARCHITECT	☐
CONTRACTOR	☐
SURETY	☐
OTHER	☐

TO OWNER:

(Name and address)

City of Brandon
1000 Municipal Drive
Brandon, MS 39042

PROJECT:

(Name and address)

Hwy 18/Hwy 468 Sewer Force Main Replacement Project

ARCHITECT'S PROJECT NO.:

CONTRACT FOR: Construction

CONTRACT DATED: February 22, 2024

In accordance with the provisions of the Contract between the Owner and the Contractor as indicated above, the
(Insert name and address of Surety)

Endurance Assurance Corporation
4 Manhattanville Road
Purchase, NY 10577

, SURETY,

on bond of

(Insert name and address of Contractor)

Eubank Construction Company
2011 North Second Street
Booneville, MS 38829

, CONTRACTOR,

hereby approves of the final payment to the Contractor, and agrees that final payment to the Contractor shall not relieve the Surety of
any of its obligations to

(Insert name and address of Owner)

City of Brandon
1000 Municipal Drive
Brandon, MS 39042

, OWNER,

as set forth in said Surety's bond.

IN WITNESS WHEREOF, the Surety has hereunto set its hand on this date: May 7, 2025

(Insert in writing the month followed by the numeric date and year.)



Attest:

(Seal):

Nicole Decker

Endurance Assurance Corporation

(Surety)

By:

(Signature of authorized representative)

Veronica Lawver

Attorney-in-Fact

(Printed name and title)

Surety Phone No. 914-468-8000



KNOW ALL BY THESE PRESENTS, that Endurance Assurance Corporation, a Delaware corporation ("EAC"), Endurance American Insurance Company, a Delaware corporation ("EAIC"), Lexon Insurance Company, a Texas corporation ("LIC"), and/or Bond Safeguard Insurance Company, a South Dakota corporation ("BSIC"), each, a "Company" and collectively, "Sompo International," do hereby constitute and appoint: Veronica Lawver

as true and lawful Attorney(s)-in-Fact to make, execute, seal, and deliver for, and on its behalf as surety or co-surety, bonds and undertakings given for any and all purposes, also to execute and deliver on its behalf as aforesaid renewals, extensions, agreements, waivers, consents or stipulations relating to such bonds or undertakings provided, however, that no single bond or undertaking so made, executed and delivered shall obligate the Company for any portion of the penal sum thereof in excess of the sum of One Hundred Million Dollars (\$100,000,000.00).

Bond No.: EACX4041453
Principal: Eubank Construction Company
Obligee: City of Brandon

Such bonds and undertakings for said purposes, when duly executed by said attorney(s)-in-fact, shall be binding upon the Company as fully and to the same extent as if signed by the President of the Company under its corporate seal attested by its Corporate Secretary.

This appointment is made under and by authority of certain resolutions adopted by the board of directors of each Company by unanimous written consent effective the 30th day of March, 2023 for BSIC and LIC and the 17th day of May, 2023 for EAC and EAIC, a copy of which appears below under the heading entitled "Certificate".

This Power of Attorney is signed and sealed by facsimile under and by authority of the following resolution adopted by the board of directors of each Company by unanimous written consent effective the 30th day of March, 2023 for BSIC and LIC and the 17th day of May, 2023 for EAC and EAIC and said resolution has not since been revoked, amended or repealed:

RESOLVED, that the signature of an individual named above and the seal of the Company may be affixed to any such power of attorney or any certificate relating thereto by facsimile, and any such power of attorney or certificate bearing such facsimile signature or seal shall be valid and binding upon the Company in the future with respect to any bond or undertaking to which it is attached.

IN WITNESS WHEREOF, each Company has caused this instrument to be signed by the following officers, and its corporate seal to be affixed this 25th day of May, 2023.

Endurance Assurance Corporation
By: *Richard M Appel*
Richard Appel, SVP & Senior Counsel



Endurance American Insurance Company
By: *Richard M Appel*
Richard Appel, SVP & Senior Counsel



Lexon Insurance Company
By: *Richard M Appel*
Richard Appel, SVP & Senior Counsel



Bond Safeguard Insurance Company
By: *Richard M Appel*
Richard Appel, SVP & Senior Counsel



ACKNOWLEDGEMENT

On this 25th day of May, 2023, before me, personally came the above signatories known to me, who being duly sworn, did depose and say that he/they are an officer of each of the Companies; and that he executed said instrument on behalf of each Company by authority of his office under the by-laws of each Company.

By: *Amy Taylor*
Amy Taylor, Notary Public - My Commission Expires 3/9/27



CERTIFICATE

I, the undersigned Officer of each Company, DO HEREBY CERTIFY that:

1. That the original power of attorney of which the foregoing is a copy was duly executed on behalf of each Company and has not since been revoked, amended or modified; that the undersigned has compared the foregoing copy thereof with the original power of attorney, and that the same is a true and correct copy of the original power of attorney and of the whole thereof;
2. The following are resolutions which were adopted by the board of directors of each Company by unanimous written consent effective 30th day of March, 2023 for BSIC and LIC and the 17th day of May, 2023 for EAC and EAIC and said resolutions have not since been revoked, amended or modified.

"RESOLVED, that each of the individuals named below is authorized to make, execute, seal and deliver for and on behalf of the Company any and all bonds, undertakings or obligations in surety or co-surety with others: RICHARD M. APPEL, MATTHEW E. CURRAN, MARGARET HYLAND, SHARON L. SIMS, CHRISTOPHER L. SPARRO,

and be it further

RESOLVED, that each of the individuals named above is authorized to appoint attorneys-in-fact for the purpose of making, executing, sealing and delivering bonds, undertakings or obligations in surety or co-surety for and on behalf of the Company."

3. The undersigned further certifies that the above resolutions are true and correct copies of the resolutions as so recorded and of the whole thereof.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal this 7th day of May, 2025.

By: *Daniel S. Lüne*
Daniel S. Lüne, Secretary

NOTICE: U. S. TREASURY DEPARTMENT'S OFFICE OF FOREIGN ASSETS CONTROL (OFAC)

No coverage is provided by this Notice nor can it be construed to replace any provisions of any surety bond or other surety coverage provided. This Notice provides information concerning possible impact on your surety coverage due to directives issued by OFAC. Please read this Notice carefully.

The Office of Foreign Assets Control (OFAC) administers and enforces sanctions policy, based on Presidential declarations of "national emergency". OFAC has identified and listed numerous foreign agents, front organizations, terrorists, terrorist organizations, and narcotics traffickers as "Specially Designated Nationals and Blocked Persons". This list can be located on the United States Treasury's website - <https://www.treasury.gov/resource-center/sanctions/SDN-List>.

In accordance with OFAC regulations, if it is determined that you or any other person or entity claiming the benefits of any coverage has violated U.S. sanctions law or is a Specially Designated National and Blocked Person, as identified by OFAC, any coverage will be considered a blocked or frozen contract and all provisions of any coverage provided are immediately subject to OFAC. When a surety bond or other form of surety coverage is considered to be such a blocked or frozen contract, no payments nor premium refunds may be made without authorization from OFAC. Other limitations on the premiums and payments may also apply.

Any reproductions are void.

Surety Claims Submission: LexonClaimAdministration@sompo-intl.com

Telephone: 615-553-9500 Mailing Address: Sompo International; 12890 Lebanon Road; Mount Juliet, TN 37122-2870

FINAL RELEASE OF LIENS AND CLAIMS

JOB #: B-9693

This release is made in accordance with the provision of the Hwy 18/Hwy 468 Sewer Force Main Replacement Project project including any and all Amendments thereto executed by Eubank Construction Company, Inc. after referred to as "Contractor" and City of Brandon referred to as "Owner".

Upon receipt and in consideration of Owner's check in the amount of \$ 54,857.62 being final payment for all labor, materials, and services furnished by the Contractor in the performance of said Contract, the Contractor hereby unconditionally releases Owner, its surety, their parent companies, affiliates, subsidiaries and divisions and their officers, agents, employees, assignees or heirs from any and all claims, causes of action or other liability of any kind or nature, known or unknown, including without limitation, all lien or bond claims, arising out of or related to the performance of said Contract other than such claims, if any, that may, with the consent of Contractor and the Owner, be specifically excepted from the terms of this Release, stated as follows: (if none, so state).

This release is not intended to release any claims Contractor has against the Owner and the Engineer.

Contractor further certifies that all labor, materials, and services, furnished in connection with the performance of said Contract and all applicable state and federal taxes, including payroll taxes, and insurance have been fully paid.

In the event of a dispute, including litigation, between Contractor and Owner pertaining to the project, Contractor agrees to fully cooperate and provide reasonable assistance to Owner when and as requested.

The undersigned certifies that he has authority to bind and obligate the Contractor to the terms of this Final Release.

I, Alan Thompson, certify that I am the President, of the Corporation executing this release, and said release was duly signed for and on behalf of said Corporation by authority of its governing body, and is within the scope of its corporate powers.

Eubank Construction Company
(Name of Company)

Executed this 7th day May, 2025

Signed: [Signature]
(Name of Releasing Party)

By: Alan Thompson

Title: President

STATE OF MISSISSIPPI, COUNTY OF (or Parish of) PRENTISS

Sworn to before me this 7TH day of MAY, 2025



[Signature]
Notary Public
(Notary's Seal)

My Commission Expires: 2-25-29



May 7, 2025

***Project: Brandon – Hwy 18/468 Sewer Forcemain Replacement
Brandon, MS***

RE: Guarantee of Work

Dear Sir or Madam:

Eubank Construction Company, Inc. guarantees to the Owner all work performed under this contract to be free from defects in workmanship and materials for a period of one year from the date of substantial completion by the Professional and the Owner (January 9, 2025).

Upon notice by the Owner or his authorized representative of any defect arising during this period, the contractor will provide a written response of the remedy, to be completed at his own expense and approved by the Owner, within five (5) working days of receipt of the notice.

If you have any questions please give me a call.

Sincerely,

Eubank Construction Company, Inc. by,

Alan Thompson, Vice President
Eubank Construction Company, Inc.





May 7, 2025

***Mr. Matthew Miller
Benchmark Engineering and Surveying
660 Katherine Dr.
Suite 302
Flowood, MS 39232***

***Project: Brandon – Hwy 18/468 Sewer Forcemain Replacement
Brandon, MS***

Re: Delays and Additional Time Extension

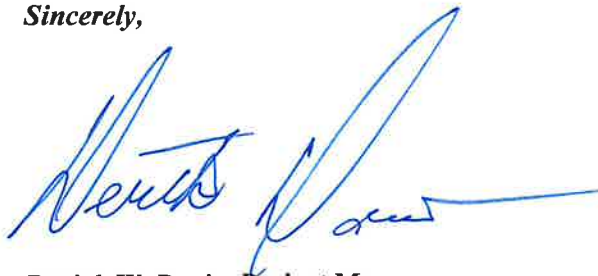
Dear Mr. Miller:

I am writing to request an additional 47 days be added to the contract time on the above-referenced project. The project was scheduled to be substantially complete on November 23, 2024. (this 11/23/24 substantially complete date includes the additional 45-day time extension with CO #2 for check valve, valve pit, etc.) We thought that the initial 45 days in the first-time extension request would cover the time required for the delivery and installation of materials but due to extended lead times on materials plus the requirement of specialty coatings on the ductile iron fittings on this project, the delivery of these materials took longer than anticipated. The 12" sleeves that were required to connect the spool pieces that came off of the 12" check valve outside of the valve pit to the existing 12" force main pipe were not delivered to the supplier until the week of 11/25/2024. Also, the completion of the tie-ins to complete this job had to be highly coordinated and the time frame to get these tie-ins done had to be done within an 8-hour window due to having to shut the pumps down and 8 hours was the maximum time allowed for pump station holding capacity. With the limited time frame to make these final tie-ins, all the conditions had to be right and there were numerous days of rain and inclement weather in November and December that were not at all beneficial to the coordination of these tie-ins. These final tie-ins required 3 separate crews at 3 different locations to be able to get this done in the allotted 8-hour window of time. Naturally, these tie-in locations had to be dug up and exposed before shutting the pumps off and making these connections and this preliminary digging process was delayed due to rain. We needed an extended dry period to dig up the tie-in locations, to put eyes on, and expose what was in the ground to make sure that there were no surprises when the pumps were shut down, and if we dug up and left open pits/holes in these locations, they would have filled up with water, further prolonging the process of shutting the pumps off and getting tied in.



Also, the Thanksgiving, Christmas, and New Year holidays fell around this 11/23/24 date, with more people coming into town for holiday gatherings there was increased flow coming into the pump stations that would have further reduced the time on the holding capacity of the pump stations and the pump stations shut down time, therefore reducing the time to make the tie-ins. With the extended lead times for materials, the highly coordinated, time-crunched pressing nature of the tie-ins, and the cooperation of beneficial weather to complete the tie-ins, I feel that this request is legitimate and necessary and I feel that we should not be penalized for the additional time needed. We feel that we did the best that we could under the present circumstances at the time. I am requesting additional time on this project due to the delays listed above. I would like to request an additional 47 days be added to our project time. Please feel free to contact me if you have any questions or need any additional information.

Sincerely,

A handwritten signature in blue ink, appearing to read "Derick W. Davis", with a long horizontal flourish extending to the right.

***Derick W. Davis, Project Manager
Eubank Construction Co., Inc.***



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: CARLY BETH DEARMAN, PUBLIC WORKS OPERATIONS COORDINATOR
BOARD AGENDA: MAY 19, 2025
SUBJECT: MORROW ORR LIFT STATION
EMERGENCY REPAIRS

Asking for your consideration to declare an emergency repairs to the Morrow Orr Lift Station, approve invoice # 7601 in the amount of \$9,407.14 from Harvey Services, Inc., and authorize payment of the same.

On May 9, 2025, during a routine check, it was discovered that the pump at the Morrow Orr Lift Station was not working. Harvey Services, Inc. was contacted by the City of Brandon to make repairs to the lift station. A new pump and pole breaker were installed at this time to make the lift station functional again.

The Morrow Orr Lift Station is an essential part of the City of Brandon sewer system. When the lift station is not working, it becomes an emergency as it will cause sewer overflow and sewer backup to the immediate area.

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

ATTACHMENTS:

- Harvey Services – invoice #7601 - \$9,407.14
- ER Affidavit

GL Code: 400-680-637

Funding: WSOM

HARVEY SERVICES, INC.

8879 HWY 80

MORTON, MS 39117

Invoice

Date	Invoice #
5/9/2025	7601

601-622-7675
Office Manager - Jean

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

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

P.O. Number	Terms	Rep	Ship	Via	F.O.B.	Project
	Net 30		5/9/2025			

Quantity	Item Code	Description	Price Each	Amount
1	11.3/3PH-230 V...	Orr Lift Station		
1	Wench Truck	11.3/3PH/230 Volt Barmesa 4" - 4BSE1133DS	7,207.14	7,207.14
1	service	Wench Truck To Pull and Set Pumps	500.00	500.00
		Service fee to Pull old pump out and install new Pump and connect motor leads	1,250.00	1,250.00
1	Breaker	60 amp 3 pole breaker	450.00	450.00

Thank You for Your business. Stay Safe	601-750-1711	tharvey@harveyservices.net	Total	\$9,407.14
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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 repairs to the Morrow Orr Lift Station that occurred on 5/9/2025. Repairs

were necessary due to pump failure. A new pump and pole breaker were installed in order
to repair the lift station.

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 _____ (or with
Harvey Services, Inc. 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 14 day of May, 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.)



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: CARLY BETH DEARMAN, PUBLIC WORKS OPERATIONS COORDINATOR
BOARD AGENDA: MAY 19, 2025
SUBJECT: LATERAL FILING CABINETS – PUBLIC WORKS ADMINISTRATIVE OFFICE
PERMISSION TO PURCHASE

Asking for your permission to purchase five (5) new lateral filing cabinets from Office Innovations, Inc. in the amount of \$7,555.00 total at state contract pricing – State of MS Contract Number 8200074992.

Office Innovations, Inc. is a distributor for Millerknoll, Inc. who is contracted with the State of Mississippi for this product.

The lateral filing cabinets were budgeted for in FY25. Each filing cabinet is \$1,511.00 and will be used to replace older and smaller filing cabinets in the Public Works Administrative Office in order to expand the records system for the department.

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

ATTACHMENTS:

- Office Innovations, Inc. Quote
- State of MS Contract Number 8200074992 Information

GL Code: 400-670-750

Funding: WSOM



834 Wilson Dr. Suite C-2
Ridgeland, MS 39157
phone 601.664.1850
fax 601.664.1851
www.officeinnovationscorp.com

PROPOSAL: 18130

PROJECT#: 21-314

DATE: 05/06/25

PROPOSAL FOR:	SHIP TO:
CITY OF BRANDON	CITY OF BRANDON

SALESPERSON:
DAVID HENDERSON

CUSTOMER P/O:

TERMS

#	QTY	PRODUCT	DESCRIPTION	SELL	EXTENDED
1	5.00	LW200.425	+LAT FILE,W-PULL FREESTD FLIP DR W/PULLOUT SHF,4 DWR 42W	1,511.00	7,555.00
		SS	+smooth paint on smooth steel		
		Paint/Steel Type			
		HF	+inner tone light Surface Finish		
		KC	+keyed differently, chrome Lock		
		CB	+counterweight (recommended)		
		Counterweight			
		4R	+side-to-side filing rail and dividers in flipper Drawer Interior		
			HERMAN MILLER STATE OF MS 8200074992		
THANK YOU FOR THE OPPORTUNITY TO PROVIDE THIS QUOTATION QUOTE VALID FOR 30 DAYS					
			SUBTOTAL.....:		7,555.00
			TOTAL.....:		7,555.00
DATE ACCEPTED _____					
ACCEPTED BY _____					
PAGE 1 OF 1					



STATE OF MISSISSIPPI

VENDOR INFORMATION

Vendor Number : 3100031203

Vendor :

MILLERKNOLL, INC

PO BOX 302

ZEELAND MI 49464-0302

Contact Name : HERMAN MILLER, INC.

HERMAN MILLER, INC.

Tel Number : (616) 654-3000

Fax Number : (616) 654-8278

Email :

Joyce_Preston@hermanmiller.com

CONTRACT INFORMATION

Contract Number : 8200074992

Agency Contract Identifier : 1130-24-C-SWCT-00182-V001

Contract Type : Statewide Contract

Contract Description : N/A

Contract Valid Dates : 07/01/2024 - 06/30/2025

Total Value : N/A

Distributors : Yes

Delivery Days : 0

SHIPPING ADDRESS

BUYER INFORMATION

Contact Person : Ashley Smith

Telephone : (601) 965-4628

Fax :

E-mail : ASHLEY.SMITH@DFA.MS.GOV

Notice to Vendor :

Furniture / MillerKnoll, Inc. 2024-2025

Item	Qty	Unit	Price Per Unit	Description	Delivery / Required Date
		Retention	Product Number/ Supplier Product	Discount	Amount
# 1	N/A		\$ 0.00	Furniture	-
		0.00 %		0.00	N/A

Distributor : SPACES GROUP LLC,OFFICE INNOVATIONS INC

Distributors :

ID: 3102043917

SPACES GROUP LLC

SPACES GROUP SOUTH

1060 E COUNTY LINE RD STE 3A-332

RIDGELAND MS 39157

Telephone : (601) 472-2000

Fax :

ID: 3100011377

OFFICE INNOVATIONS INC

834 WILSON DR STE C2

RIDGELAND MS 39157

Telephone :

Fax :



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: CARLY BETH DEARMAN, PUBLIC WORKS OPERATIONS COORDINATOR
BOARD AGENDA: MAY 19, 2025
SUBJECT: GRANTS FERRY PARKWAY SHARED USE PATH LPA PROJECT
PROJECT #: STP-0013-00(055)LPA109422/701000
CONSTRUCTION ENGINEERING & INSPECTION (CE&I) CONTRACT APPROVAL

Asking for your consideration to approve the Construction Engineering & Inspection (CE&I) contract with Benchmark Engineering and Surveying, LLC for the Grants Ferry Parkway Shared Use Path LPA Project and authorize the Mayor to execute the same.

The Grants Ferry Parkway Shared Use Path Project will allow for a new multi-use path along a portion of Grants Ferry Parkway.

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

ATTACHMENTS:

- CE&I Contract – Benchmark Engineering & Surveying, LLC

CONSTRUCTION ENGINEERING & INSPECTION SERVICES CONTRACT

City of Brandon Grants Ferry Parkway Shared Use Path
STP-0013-00(055)LPA 109422-701000
Rankin

THIS CONTRACT, is made and entered into by and between the ***City of Brandon***, a body Politic of the State of Mississippi (the "LPA"), and, ***Benchmark Engineering & Surveying, LLC*** (the "CONSULTANT"), a ***LLC***, duly registered to do business in the State of Mississippi, whose address for mailing is ***101 Highpointe Court, Suite B, Brandon, MS 39042***, effective as of the date of latest execution below.

WITNESSETH:

WHEREAS, the LPA proposes to perform the construction ***Engineering*** services for ***Grants Ferry Parkway Shared-Use Path*** hereinafter called the "PROJECT"; and,

WHEREAS, the LPA desires to engage a qualified and experienced CONSULTANT to perform ***Engineering*** services in connection with the PROJECT, all of which are hereinafter called the "SERVICES"; and,

WHEREAS, the CONSULTANT has represented to the LPA that it is experienced and qualified to provide those services, and the LPA has relied upon such representation; and,

WHEREAS, the CONSULTANT herein was chosen for their expertise in performing the services in connection with the PROJECT and found satisfactory by the LPA; which is now desirous of entering into a contract; and

WHEREAS, the CONSULTANT herein was chosen through the LPA Consultant Selection Process pursuant to Mississippi Department of Transportation (hereinafter "MDOT") LPA Project Development Manual and pursuant to Federal Highway Administration ("FHWA") regulations, Engineering and Design Related Service Contracts, 23 C.F.R. Part 172 (as amended) and found satisfactory;

NOW, THEREFORE, for and in consideration of the mutual promises and covenants contained herein and for other good and valuable considerations flowing unto the parties, the receipt and sufficiency of which is hereby acknowledged, the LPA and the CONSULTANT do hereby contract and agree as follows:

ARTICLE I. GENERAL RECITALS

CONSULTANT shall, for the agreed fees, furnish all ***Engineering*** services and materials required to perform the tasks described in the Scope of Work for the proposed transportation project. In so doing, CONSULTANT shall meet the current industry standards (and those MDOT and LPA standards specified in Exhibit 2) as to general format and content and in addition thereto, any special requirements of the LPA.

THE LPA, in support of CONSULTANT will provide the CONSULTANT a Scope of Work shown in "Exhibit 2" hereto and any other data which may be of assistance to CONSULTANT and within the possession and control of the LPA.

Manuals, guides, and specifications applicable to this CONTRACT shall be those approved and/or adopted by MDOT and in effect on the effective date of this CONTRACT, unless otherwise specified in this Contract or subsequently directed by MDOT during the course of the CONTRACT.

ARTICLE II. SCOPE OF WORK

The CONSULTANT shall conduct the SERVICES in accordance with the Scope of Work attached to this CONTRACT as "Exhibit 2" and made a part hereof as if fully set forth herein. The performance of the SERVICES referred to in "Exhibit 2" shall be the primary basis for measurement of performance under this CONTRACT. The LPA specifically reserves the right and privilege to enlarge or reduce the scope; or to cancel this CONTRACT at any time.

ARTICLE III. CONTRACT TERM

This CONTRACT shall commence upon the latest date of execution below and continue until such time as the above named project is successfully completed to the satisfaction of the LPA at which time this CONTRACT shall absolutely and finally terminate.

The construction *Engineering* services of the CONSULTANT under this contract shall start no earlier than the **date of FHWA/MDOT concurrence in the award of the construction contract by the LPA**, and be completed within 60 days after the final inspection and acceptance of the construction work performed by others. However, the CONSULTANT may not begin work on any feature of this PROJECT prior to receiving a Notice to Proceed from the LPA. The services of the CONSULTANT are anticipated to be needed and completed in an expedient manner. It is understood that construction progress of force account work by the LPA and/or contractor's work shall influence the time period for the CONSULTANT's services. Therefore, it is necessary that construction be completed in accordance with the original time limit set forth in the original construction schedule. The estimated fees in the Cost/Fee breakdown are based on the initial construction time estimate as included in the Contract Documents. If the construction time extends beyond the contract time, through no fault of the CONSULTANT, the LPA agrees to pay the CONSULTANT for the construction *Engineering* services to complete the project with or without Federal participation, subject to approval by MDOT and FHWA.

During the term of this CONTRACT, the LPA reserves the right to terminate this CONTRACT, subject to the approval of MDOT, in whole or in part, at any time, with or without cause, upon seven (7) days written notice to the CONSULTANT, notwithstanding any just claims by the CONSULTANT for payment of SERVICES rendered prior to the date of termination. The LPA must receive written approval from the MDOT Executive Director on behalf of the Mississippi Transportation Commission before the LPA can terminate this CONTRACT. The LPA shall be liable only for the costs, fees and expenses for demobilization and close out of contract, based on actual time and expenses incurred by CONSULTANT in the packaging and shipment of all documents covered by this CONTRACT to the LPA. In no event shall the LPA be liable for lost profits or other consequential damages.

ARTICLE IV. TIME OF PERFORMANCE

TIME IS OF THE ESSENCE IN THIS CONTRACT. The CONSULTANT shall be prepared to perform its responsibilities for providing SERVICES commencing on the date of execution of the CONTRACT.

ARTICLE V. RELATIONSHIP OF THE PARTIES

The relationship of the CONSULTANT to the LPA is that of an independent contractor, and said CONSULTANT, in accordance with its status as an independent contractor, covenants and agrees that it will conduct itself consistent with such status, that it will neither hold itself out as, nor claim to be, an officer or employee of the LPA by reason hereof. The CONSULTANT will not by reason hereof, make any claim,

demand or application or for any right or privilege applicable to an officer or employee of the LPA, including but not limited to workers' compensation coverage, unemployment insurance benefits, social security coverage, retirement membership or credit, or any form of tax withholding whatsoever.

All notices, communications, and correspondence between the LPA and the CONSULTANT shall be directed to the key personnel and agents designated in this contract.

ARTICLE VI. COMPENSATION, BILLING & AUDIT

A. Cost and Fees

The CONSULTANT shall be paid on the basis set forth in "Exhibit 3" to this CONTRACT. Under no circumstances shall the LPA be liable for any amounts, including any costs, which exceed the maximum dollar amount of compensation that is specified in and set forth in "Exhibit 3".

B. Monthly Billing

The CONSULTANT must submit monthly billing to the LPA. (A sample of a preferred invoice is attached as "Exhibit 4".) All billing must be submitted in accordance with the Local Public Agency Consultant Operating Procedures. Each billing shall include all time and allowable expenses through the end of the billing period. Direct expenses, as used herein, include the costs of travel, subsistence, shipping charges, long distance telephone calls and printing if it is not company accounting policy to include these costs in overhead rates. The LPA retains the right to verify time and expense records by audit of any or all CONSULTANT's time and accounting records at any time during the life of the CONTRACT and up to three years thereafter.

If SERVICES are rendered within a given State fiscal year, an invoice requesting payment from the CONSULTANT shall be presented to the LPA within 60 days of the end of the State fiscal year. **Should the CONSULTANT fail to present the invoice within the allotted time, legislative approval may be required before payment can be rendered.**

The CONSULTANT further agrees that FHWA or any other Federal Agency may audit the same records at any time during the life of the CONTRACT and up to three years thereafter, should the funding source for all or any part of the CONTRACT be funds of the United States of America.

C. Record Retention

The CONSULTANT shall maintain all time and expense records incurred on the PROJECT and used in support of its proposal and shall make such material available at all reasonable times during the period of the CONTRACT and for three years from the date of final payment under this CONTRACT for inspection by the LPA, and copies thereof shall be furnished upon request, at the LPA's expense. The CONSULTANT agrees that the provisions of this Article shall be included in any CONTRACT it may make with any subconsultants, assignees or transferees.

D. Retainage

The LPA shall retain the final 5% of the CONSULTANT'S CONTRACT amount until the final payment request has been received and an audit of the total PROJECT cost to date has been completed by the LPA or its designee.

ARTICLE VII. FINAL PAYMENT

The CONSULTANT agrees that acceptance of the final payment shall be in full and final settlement of all claims arising against the LPA for work done, documents furnished, cost incurred, or otherwise arising out of this CONTRACT and shall release the LPA from any and all further claims of whatever nature, whether known or unknown, for and on account of said CONTRACT, including payment for any and all work done, and labor and material furnished in connection with the same. Errors and/or omissions discovered subsequent to the acceptance by the LPA of the final contract documents shall be corrected by the CONSULTANT without additional compensation.

ARTICLE VIII. REVIEW OF WORK

Authorized representatives of the LPA may at all reasonable times review and inspect the SERVICES under this CONTRACT and any addenda or amendments thereto. Authorized representatives of the FHWA may also review and inspect the SERVICES under this CONTRACT should funds of the United States of America be in any way utilized in payment for said SERVICES. Such inspection shall not make the United States of America a party to this CONTRACT, nor will FHWA interfere with the rights of either party hereunder.

All reports, drawings, studies and maps prepared by and for the CONSULTANT, shall be made available to authorized representatives of the LPA for inspection and review at all reasonable times in the General Offices of the LPA. Authorized representatives of the FHWA may also review and inspect said reports, drawings, studies and maps prepared under the CONTRACT should funds of the United States of America be in any way utilized in payment for the same. Acceptance by the LPA shall not relieve the CONSULTANT of its professional obligation to correct, at its expense, any of its breaches, errors and/or omissions, in the final version of the work.

The CONSULTANT shall be responsible for performance of and compliance with all terms of this CONTRACT, including the Scope of Work and other exhibits attached to this contract, and including any technical specifications and special requirements of the LPA, and shall be responsible for errors and/or omissions, including those as to conduct and care, format and content, for all aspects of the CONTRACT, and including professional quality and technical accuracy of all designs, drawings, specifications, and other services furnished by the CONSULTANT.

Failure to comply with any terms of this CONTRACT shall be corrected by the CONSULTANT without additional compensation.

If any breach of CONTRACT, is discovered by LPA personnel after final acceptance of the work by the LPA, then the CONSULTANT shall, without additional compensation, cure any deficiency or breach including errors and/or omissions in designs, plans, drawings, specifications, or other services.

In the event that the project schedule requires that a breach of this CONTRACT be corrected by someone other than the CONSULTANT then the actual costs incurred by the LPA for such corrections shall be the responsibility of the CONSULTANT. The LPA shall give the CONSULTANT an opportunity to correct said breach unless (1) the LPA determines, in its sole discretion, that the CONSULTANT cannot cure the breach within the schedule established by the LPA, or (2) the LPA determines, in its sole discretion, that the CONSULTANT cannot cure the breach to the satisfaction of the LPA.

In the event that the CONSULTANT breaches this CONTRACT, and the breaches of the CONSULTANT are discovered during the construction phase, then an accounting of all costs incurred by the LPA resulting from such breach, including errors and/or omissions, will be made and such amount will be recovered from the CONSULTANT.

ARTICLE IX. RESPONSIBILITIES FOR CLAIMS AND LIABILITY

The CONSULTANT shall indemnify, defend and hold harmless the LPA and all its officers, agents and employees from any claim, loss, damage, cost, charge or expense arising out of any negligent act, actions, neglect or omission by the CONSULTANT, its agents, employees, or subconsultants during the performance of this CONTRACT, whether direct or indirect, and whether to any person or property for which LPA or said parties may be subject, except that neither the CONSULTANT nor any of his agents or subconsultants will be liable under this provision for damages arising out of the injury or damage to persons or property solely caused or resulting from the negligence of the LPA or any of its officers, agents or employees.

The CONSULTANT'S obligations under this Article, including the obligations to indemnify, defend, hold harmless, pay reasonable attorney fees or, at the LPA'S option, participate and associate with the LPA in the defense and trial or arbitration of any damage claim, lien or suit and any related settlement negotiations, shall be initiated by the LPA'S notice of claim for indemnification to the CONSULTANT. Only an adjudication or judgment after the highest appeal is exhausted specifically finding the LPA entirely responsible shall excuse performance of this provision by the CONSULTANT. In such case, the LPA shall pay all costs and fees related to this obligation and its enforcement. Should there be a finding of dual or multiple liability, costs and fees shall be apportioned accordingly.

In conjunction herewith, the LPA agrees to notify CONSULTANT in writing as soon as practicable after receipt or notice of any claim involving CONSULTANT. These indemnities shall not be limited by reason of the listing of any insurance coverage below.

ARTICLE X. INSURANCE

Prior to beginning any work under this CONTRACT, the CONSULTANT shall obtain and furnish proof of insurance through Certificates of Insurance and, at the LPA's request, copies of insurance policies of the following:

- A. Workers' Compensation Insurance in accordance with the laws of the State of Mississippi.
- B. Commercial General Liability Insurance with a minimum combined limit of not less than One Million Dollars (\$1,000,000.00) for each occurrence.
- C. Errors and Omissions (Professional Liability) Insurance in an amount not less than One Million Dollars (\$1,000,000.00) per claim; One Million Dollars (\$1,000,000.00) annual aggregate.
- D. Comprehensive Automobile Liability Insurance, in an amount not less than One Million Dollars (\$1,000,000.00) per occurrence.

The LPA shall be listed as a certificate holder of insurance on any of the insurance required under this CONTRACT.

In the event that the CONSULTANT retains any subconsultant or other personnel to perform SERVICES or carry out any activities under or incident to work on any project or phase of this CONTRACT, the CONSULTANT agrees to obtain from said subconsultant or other personnel, certificates of insurance demonstrating that said subconsultant or other personnel shall have sufficient coverage, or the CONSULTANT agrees to include said subconsultant or other personnel within the CONSULTANT'S coverage for the duration of this PROJECT or phase for which said subconsultant or other personnel is employed.

The Insurance coverage recited above shall be maintained in full force and effect by the CONSULTANT during the entire term of the CONTRACT. The LPA shall be notified of cancellation of any of the required insurance by the CONSULTANT and by the insurance company issuing any such cancellation of the required policies. Should the CONSULTANT cease to carry the errors and/or omissions coverage listed

above for any reason, it shall obtain "tail" or extended reporting period coverage at the same limits for a period of not less than three (3) years subsequent to policy termination or contract termination, whichever is longer.

All insurance carriers shall be licensed and in good standing with the Office of the Insurance Commissioner of the State of Mississippi.

A certificate of insurance acceptable to the LPA shall be issued to the LPA by the CONSULTANT prior to beginning any work under this CONTRACT and thereafter on an annual basis for the duration of this CONTRACT as evidence that policies providing the required insurance are in full force and effect. All policies of required insurance shall give thirty days written notice to the LPA before the effective date of cancellation or reduction in limits of any required insurance.

The CONSULTANT will furnish certified copies, upon request, of any or all of the policies and/or endorsements to the LPA prior to the execution of this CONTRACT and thereafter on an annual basis for the duration of this CONTRACT.

The CONSULTANT shall provide the LPA any and all documentation necessary to prove compliance with the insurance requirements of this CONTRACT as such documentation is requested, from time to time, by the LPA.

If the CONSULTANT fails to procure or maintain required insurance, the LPA may immediately elect to terminate this CONTRACT or, at its discretion, procure or renew such insurance and pay any and all premiums in connection therewith, and all monies so paid by the LPA shall be repaid by the CONSULTANT to the LPA upon demand, or the LPA may offset the cost of the premiums against any monies due to the CONSULTANT from the LPA.

ARTICLE XI. COVENANT AGAINST CONTINGENT FEES AND LOBBYING

The CONSULTANT shall comply with the relevant requirements of all federal, state or local laws. The CONSULTANT warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the CONSULTANT, to solicit or secure this CONTRACT, and that it has not paid or agreed to pay any company or person, other than a bona fide employee working solely for the CONSULTANT, any fee commission, percentage, brokerage fee, gifts or any other consideration contingent upon or resulting from the award or making of the CONTRACT. The CONSULTANT warrants that it shall not contribute any money, gift or gratuity of any kind, either directly or indirectly to any employee of the LPA, or to any employee of the Mississippi Department of Transportation. For breach or violation of this warranty, the LPA shall have the right to terminate this CONTRACT without liability, and the CONSULTANT shall forfeit any sums due hereunder at the time of such breach and may be barred from performing any future services for the LPA or participating in any future contracts with the LPA.

ARTICLE XII. EMPLOYMENT OF LPA'S PERSONNEL

The CONSULTANT shall not employ any person or persons in the employ of the LPA for any work required by the terms of this CONTRACT, without the written permission of the LPA, except as may otherwise be provided for herein.

ARTICLE XIII. MODIFICATION

If, prior to the satisfactory completion of the SERVICES under this CONTRACT, the LPA materially alters the scope, character, complexity or duration of the SERVICES from those required under this CONTRACT, a supplemental agreement may be executed between the parties. Also, a supplemental agreement may be executed between the parties in the event that both parties agree the CONSULTANT's compensation should be increased due to an unanticipated increase in the nature, scope or amount of work necessary to properly provide the SERVICES required on any particular phase or project begun hereunder.

Oral agreements or conversations with the LPA, any individual member of the LPA, officer, agent, or employee of the Mississippi Department of Transportation, either before or after execution of this CONTRACT, shall not affect or modify any of the terms or obligations contained in this CONTRACT. All modifications to this CONTRACT, amendments or addenda thereto must be submitted in writing and signed by the parties thereto before any work is commenced.

The CONSULTANT may not begin work on any modifications, amendments, or addenda prior to receiving a Notice to Proceed.

Minor changes in the proposal which do not involve changes in the contract maximum not to exceed amount, extensions of time or changes in the goals and objectives of the CONTRACT may be made by written notification of such change by either the LPA or the CONSULTANT to the other party, and shall become effective upon written acceptance thereof (i.e. letter agreement).

ARTICLE XIV. SUBLETTING, ASSIGNMENT OR TRANSFER

It is understood by the parties to this CONTRACT that the work of the CONSULTANT is considered personal by the LPA. The CONSULTANT shall not assign, sublet or transfer any or all of its interest in this CONTRACT without prior written approval of the LPA. Under no circumstances will CONSULTANT be allowed to sublet more than 60% of the work required under this contract. It is clearly understood and agreed that specific projects or phases of the work may be sublet in their entirety provided that CONSULTANT performs at least 40% of the overall contract with its own forces. Consent by the LPA to any subcontract shall not relieve CONSULTANT from any of its obligations hereunder, and CONSULTANT is required to maintain final management responsibility with regard to any such subcontract.

The LPA reserves the right to review all subcontract documents prepared in connection with this CONTRACT, and the CONSULTANT agrees that it shall submit to the LPA any proposed subcontract document together with subconsultant cost estimates for review and written concurrence of the LPA in advance of their execution.

The CONSULTANT shall make prompt payment to all subconsultants no later than 15 days from receipt of each payment the LPA makes to the CONSULTANT. Each month, the CONSULTANT shall submit OCR-484-C found on MDOT's website to the LPA along with the Invoice. This form certifies payments to all subconsultants and shows all firms even if the CONSULTANT has paid no monies to the firm during that estimate period (negative report).

ARTICLE XV. OWNERSHIP OF PRODUCTS AND DOCUMENTS AND WORK MADE FOR HIRE

The CONSULTANT agrees that all reports, computer information and access, drawings, studies, notes, maps and other data, prepared by and for them under the terms of this CONTRACT shall be delivered to, become and remain in the property of the LPA upon creation and shall be delivered to the LPA upon termination or completion of work, or upon request of the LPA regardless of any claim or dispute between the parties. All such data shall be delivered within thirty (30) days of receipt of a written request by the LPA.

The CONSULTANT and the LPA intend and agree that this CONTRACT to be a contract for services and each party considers the products and results of the services to be rendered by the CONSULTANT hereunder, including any and all material produced and/or delivered under this CONTRACT (the "Work"), to be a "work made for hire" under U.S. copyright and all applicable laws. The CONSULTANT acknowledges and agrees that the LPA owns all right, title, and interest in and to the Work including, without limitation, the copyright thereto and all trademark, patent, and all intellectual property rights thereto.

If for any reason the Work would not be considered a work made for hire under applicable law, or in the event this CONTRACT is determined to be other than a contract or agreement for a work made for hire, the CONSULTANT does hereby transfer and assign to the LPA, and its successors and assigns, the entire right, title, and interest in and to any Work prepared hereunder including, without limitation, the following: the copyright and all trademark, patent, and all intellectual property rights in the Work and any registrations and copyright, and/or all other intellectual property, applications relating thereto and any renewals and extensions thereof; all works based upon, derived from, or incorporating the Work; all income, royalties, damages, claims, and payments now or hereafter due or payable with respect thereto; all causes of action, either in law or in equity, for past, present, or future infringement based on the copyrights and/or all other intellectual property; all rights, including all rights to claim priority, corresponding to the foregoing in the United States and its territorial possessions and in all foreign countries. The CONSULTANT agrees to execute all papers and perform such other proper acts as the LPA may deem necessary to secure for the LPA or its designee the rights herein assigned.

The LPA may, without any notice or obligation of further compensation to the CONSULTANT, publish, re-publish, anthologize, use, disseminate, license, or sell the Work in any format or medium now known or hereafter invented or devised. The LPA'S rights shall include, without limitation, the rights to publish, re-publish, or license a third party to publish, re-publish, or sell the Work in print, on the World Wide Web, or in any other electronic or digital format or database now known or hereafter invented or devised, as a separate isolated work or as part of a compilation or other collective work, including a work different in form from the first publication, and to include or license a third party to include the Work in an electronic or digital database or any other medium or format now known or hereafter invented or devised.

The CONSULTANT shall obtain any and all right, title, and interest to all input and/or material from any third party subconsultant, or any other party, who may provide such input and/or material to any portion of the Work so that said right, title, and interest, and all such interest in and to the Work including, without limitation, the copyright thereto and all trademark, patent, and all intellectual property rights thereto, shall belong to the LPA.

For any intellectual property rights currently owned by third parties or by the CONSULTANT and not subject to the terms of this CONTRACT, the CONSULTANT agrees that it will obtain or grant royalty-free, nonexclusive, irrevocable license(s) for or to the LPA at no cost to the LPA to use all copyrighted or copyrightable work(s) and all other intellectual property which is incorporated in the material furnished under this CONTRACT. Further, the CONSULTANT warrants and represents to the LPA that it has obtained or granted any and all such licensing prior to presentation of any Work to the LPA under this CONTRACT. This obligation of the CONSULTANT does not apply to a situation involving a third party who enters a license agreement directly with the LPA.

The CONSULTANT warrants and represents that it has not previously licensed the Work in whole or in part to any third party and that use of the Work in whole or in part will not violate any rights of any kind or nature whatsoever of any third party. The CONSULTANT agrees to indemnify and hold harmless the LPA, its successors, assigns and assignees, and its respective officers, directors, agents and employees, from and against any and all claims, damages, liabilities, costs and expenses (including reasonable attorneys' fees), arising out of or in any way connected with any breach of any representation or warranty made by CONSULTANT herein.

ARTICLE XVI. PUBLICATION AND PUBLICITY

The CONSULTANT agrees that it shall not for any reason whatsoever communicate to any third party, with the exception of the MDOT and the FHWA, in any manner whatsoever concerning any of its CONTRACT work product, its conduct under the CONTRACT, the results or data gathered or processed under this CONTRACT, which includes, but is not limited to, reports, computer information and access, drawings, studies, notes, maps and other data prepared by and for the CONSULTANT under the terms of

this CONTRACT, without prior written approval from the LPA, unless such release or disclosure is required by judicial proceeding. The CONSULTANT agrees that it shall immediately refer any third party who requests such information to the LPA and shall also report to the LPA any such third party inquiry, with the exception of the MDOT and/or the FHWA. This Article shall not apply to information in whatever form that comes into the public domain, nor shall it restrict the CONSULTANT from giving notices required by law or complying with an order to provide information or data when such order is issued by a court, administrative agency or other authority with proper jurisdiction, or if it is reasonably necessary for the CONSULTANT to defend itself from any suit or claim.

IT IS FURTHER AGREED, that all approved releases of information, findings, and recommendations shall include a disclaimer provision and that all published reports shall include that disclaimer on the cover and title page in the following form:

The opinions, findings, and conclusions in this publication are those of the author(s) and not necessarily those of the Local Public Agency, Mississippi Department of Transportation, Mississippi Transportation Commission, the State of Mississippi, or the Federal Highway Administration.

ARTICLE XVII. CONTRACT DISPUTES

This CONTRACT shall be deemed to have been executed in **Rankin** County, Mississippi, and all questions including, but not limited to, questions of interpretation, construction and performance shall be governed by the laws of the State of Mississippi, excluding its conflicts of laws provisions, and any litigation with respect to this CONTRACT shall be brought in a court of competent jurisdiction in **Rankin**, State of Mississippi. The CONSULTANT expressly agrees that under no circumstances shall the LPA be obligated to or responsible for payment of an attorney's fee for the cost of legal action to or on behalf of the CONSULTANT.

ARTICLE XVIII. COMPLIANCE WITH APPLICABLE LAW

- A. The undersigned certify that to the best of their knowledge and belief, the foregoing is in compliance with all applicable laws.
- B. The CONSULTANT shall observe and comply with all applicable federal, state, and local laws, rules and regulations, policies and procedures, ordinances, and orders and decrees of bodies or tribunals of the United States of America or any agency thereof, the State of Mississippi or any agency thereof, and any local governments or political subdivisions, that are in effect at the time of the execution of this CONTRACT or that may later become effective.
- C. The CONSULTANT shall not discriminate against any employee nor shall any party be subject to discrimination in the performance of this CONTRACT because of race, creed, color, sex, national origin, age or disability.
- D. IT IS FURTHER SPECIFICALLY AGREED that the CONSULTANT shall comply and shall require its subconsultants to comply with the regulations for COMPLIANCE WITH TITLE VI OF THE CIVIL RIGHTS ACT OF 1964, as amended, and all other applicable federal regulations as stated in "Exhibit 5" which is incorporated herein by reference.
- E. It is agreed that the CONSULTANT will comply with the provisions set forth in Department of Transportation, 49 CFR, Section 18, Et Seq., regarding Uniform Administrative Requirements for Grants and Cooperative agreements in its administration of this CONTRACT or any subcontract resulting herefrom.

- F. The CONSULTANT agrees that it will abide by the provisions of 49 CFR Section 26 regarding disadvantaged business enterprises and include the certification made in "Exhibit 5" to this CONTRACT in any and all subcontracts which may result from this CONTRACTS.
- G. The CONSULTANT shall comply and shall require its subconsultants to comply with Code of Federal Regulations CFR 23 Part 634 - Worker Visibility – as stated in "Exhibit 5".
- H. IMMIGRANT STATUS CERTIFICATION. The CONSULTANT represents that it is in compliance with the Immigration Reform and Control Act of 1986 (Public Law 99-603), as amended, in relation to all employees performing work in the State of Mississippi and does not knowingly employ persons in violation of the United States immigration laws. The CONSULTANT further represents that it is registered and participating in the Department of Homeland Security's E-Verify™ employment eligibility verification program, or successor thereto, and will maintain records of compliance with the Mississippi Employment Protection Act including, but not limited to, requiring compliance certification from all subconsultants and vendors who will participate in the performance of this Agreement and maintaining such certifications for inspection if requested. The CONSULTANT acknowledges that violation may result in the following: (a) cancellation of any public contract and ineligibility for any public contract for up to three (3) years, or (b) the loss of any license, permit, certification or other document granted by an agency, department or governmental entity for the right to do business in Mississippi for up to one (1) year, or (c) both. The CONSULTANT also acknowledges liability for any additional costs incurred by the LPA due to such contract cancellation or loss of license or permit. The CONSULTANT is required to provide the certification on Exhibit 9 in this CONTRACT to the LPA verifying that the CONSULTANT and subconsultant(s) are registered and participating in E-Verify prior to execution of this CONTRACT
- I. The covenants herein shall, except as otherwise provided, accrue to the benefit of and be binding upon the successors and assigns of the parties hereto.

ARTICLE XIX. WAIVER

Failure of either party hereto to insist upon strict compliance with any of the terms, covenants, and conditions hereof shall not be deemed a waiver or relinquishment of any similar right or power hereunder at any subsequent time, or of any other provision hereof, nor shall it be construed to be a modification of the terms of this CONTRACT.

ARTICLE XX. SEVERABILITY

If any terms or provisions of this CONTRACT are prohibited by the laws of the State of Mississippi or declared invalid or void by a court of competent jurisdiction, the remainder of this CONTRACT shall not be affected thereby and each term and provision of this CONTRACT shall be valid and enforceable to the fullest extent permitted by law.

ARTICLE XXI. ENTIRE AGREEMENT

This CONTRACT constitutes the entire agreement of the parties with respect to the subject matter contained herein and supersedes and replaces any and all prior negotiations, understandings, and agreements, written or oral, between the parties relating thereto.

ARTICLE XXII. CONFLICT OF INTEREST

The CONSULTANT covenants that no public or private interests exist and none shall be acquired directly or indirectly which would conflict in any manner with the performance of the CONSULTANT'S CONTRACT. The CONSULTANT further covenants that no employee of the CONSULTANT or of any subconsultant(s), regardless of his/her position, is to personally benefit directly or indirectly from the

performance of the SERVICES or from any knowledge obtained during the CONSULTANT'S execution of this CONTRACT.

ARTICLE XXIII. AVAILABILITY OF FUNDS

It is expressly understood and agreed that the obligation of the LPA to proceed under this CONTRACT is conditioned upon the availability of funds, the appropriation of funds by the Mississippi Legislature, and the receipt of state and/or federal funds. If, at any time, the funds anticipated for the fulfillment of this CONTRACT are not forthcoming or are insufficient, either through the failure of the federal government to provide funds or of the State of Mississippi to appropriate funds or the discontinuance or material alteration of the program under which funds were provided, or if funds are not otherwise available to the LPA for the performance of this CONTRACT, the LPA shall have the right, upon written notice to the CONSULTANT, to immediately terminate or stop work on this CONTRACT without damage, penalty, cost, or expense to the LPA of any kind whatsoever. The effective date of termination shall be as specified in the notice of termination.

ARTICLE XXIV. STOP WORK ORDER

A. **Order to Stop Work.** The LPA may, by written order to the CONSULTANT at any time, and without notice to any surety, require the CONSULTANT to stop all or any part of the work called for by this CONTRACT. This order shall be for a specified period not exceeding twenty-four (24) months after the order is delivered to the CONSULTANT unless the parties agree to any further period. Any such order shall be identified specifically as a stop work order issued pursuant to this clause. Upon receipt of such an order, the CONSULTANT shall forthwith comply with its terms and take all steps to minimize the occurrence of costs allocable to the work covered by the order during the period of work stoppage. Before the stop work order expires, or within any further period to which the parties shall have agreed, the LPA shall either:

- (1) cancel the stop work order; or
- (2) terminate the work covered by such order according to and as provided in Article III of this CONTRACT.

Prior to the LPA'S taking official action to stop work under this CONTRACT, the Executive Director of MDOT and/or the LPA may notify the CONSULTANT, in writing, of MDOT and/or the LPA's intentions to ask the CONSULTANT to stop work under this CONTRACT. Upon notice from the Executive Director of MDOT and/or the LPA, the CONSULTANT shall suspend all activities under this CONTRACT, pending final action by the LPA.

B. **Cancellation or Expiration of the Order.** If a stop work order issued under this clause is canceled at any time during the period specified in the order, or if the period of the order or any extension thereof expires, the CONSULTANT shall have the right to resume work. If the LPA decides that it is justified, an appropriate adjustment may be made in the delivery schedule. If the stop work order results in an increase in the time required for or in the CONSULTANT'S cost properly allocable to the performance of any part of this CONTRACT and the CONSULTANT asserts a claim for such an adjustment within 30 days after the end of the period of work stoppage, an equitable adjustment in this CONTRACT may be made by written modification of this CONTRACT as provided by the terms of this CONTRACT.

C. **Termination of Stopped Work.** If a stop work order is not canceled and the work covered by such order is terminated, the CONSULTANT may be paid for services rendered prior to the Termination. In addition to payment for services rendered prior to the date of termination, the LPA shall be liable only for the costs, fees, and expenses for demobilization and close out of this CONTRACT, based on actual time and expenses incurred by the CONSULTANT in the packaging and shipment of all

documents covered by this CONTRACT to the LPA. In no event shall the LPA be liable for lost profits or other consequential damages.

ARTICLE XXV. KEY PERSONNEL & DESIGNATED AGENTS

CONSULTANT agrees that Key Personnel identified as assigned to this PROJECT shall not be changed or reassigned without prior approval of the LPA or, if prior approval is impossible, and then notice to the LPA and subsequent review by the LPA which may approve or disapprove the action. For purposes of implementing this section and all other sections of this CONTRACT with regard to notice, the following individuals are herewith designated as agents for the respective parties unless otherwise identified in the addenda hereto:

LPA:

For Contractual Matters:

Butch Lee, Mayor
City of Brandon
1000 Municipal Dr.
Brandon, MS 39042
Phone: 601-825-5021
blee@brandonms.org

For Technical Matters:

Carly Dearman, Public Works Operations Coord.
City of Brandon
1000 Municipal Dr.
Brandon, MS 39042
Phone: 601-825-4579
cdearman@brandonms.org

CONSULTANT:

For Contractual Matters:

Matthew Miller, P.E., P.L.S.
Benchmark Engineering & Surveying, LLC
101 Highpointe Ct., Suite B
Brandon, MS 39042
Phone: 601-591-1077
Fax: 601-591-0711
mmiller@benchmarkms.net

For Technical Matters:

Lon Burt, P.E.
Benchmark Engineering & Surveying, LLC
660 Katherine Dr., Suite 302
Flowood, MS 39232
Phone: 601-627-7787
Fax: 601-591-0711
lburt@benchmarkms.net

Licensure Number
from the Mississippi
Board of Licensure
for Professional
Engineers/Architects and Surveyors:

P.E. # 18013
Surveyor # 3202
Or
Architect's # _____

Licensure Number
from the Mississippi
Board of Licensure
for Professional
Engineers/Architect's and Surveyors:

P.E.# 28211
Surveyor # _____
Or
Architect's # _____

ARTICLE XXVI. AUTHORIZATION

Both parties hereto represent that they have authority to enter into this CONTRACT and that the individuals executing this CONTRACT are authorized to execute it and bind their respective parties and certified copies of the applicable LPA Order and the Resolution of the Corporate Board of Directors of the CONSULTANT are attached hereto as "Exhibit 1" and incorporated herein by reference and made a part hereof as if fully copied herein in words and figures.

WITNESS this my signature in execution hereof, this the ____ day of _____, 20____.

City of Brandon

Butch Lee, Mayor

WITNESS this my signature in execution hereof, this the ____ day of _____, 20____.

Benchmark Engineering & Surveying, LLC

BY: _____
Matthew Miller, P.E., P.L.S.

ATTEST: _____
(for CONSULTANT)

Exhibits attached hereto and incorporated by reference into this contract include those identified on the attached page entitled "List of Exhibits".

LIST OF EXHIBITS

1. Evidence of Authority
2. Scope of Work
3. Fees and Expenses.
4. Sample Invoice
5. Notice to the CONSULTANT
6. CONSULTANT's Certification Regarding Debarment, Suspension and Other Responsibility Matters.
7. Certification of LPA
8. *{This Exhibit was intentionally left blank}*
9. Prime Consultant EEV Certification and Agreement

EXHIBIT 1

{{{{Attach a copy of authority to execute contracts on behalf of the LPA}}}}

{{{{Attach a copy of authority to execute contracts on behalf of the CONSULTANT here}}}}

EXHIBIT 2

Scope of Work

INTRODUCTION

The CONSULTANT will be providing the Construction Engineering & Inspection (CE&I) services to administer this construction contract in accordance with the latest version of the Mississippi Department of transportation (MDOT) LPA Project Development Manual (PDM). The CONSULTANT is required to adhere to the MDOT standards for this project which include the Standard Specifications, Construction, MDOT Materials Division Inspection, Testing, and Certification Manual, MDOT Construction Manual, LPA PDM, and all other documents that are referred to in the Project Construction Contract. The CONSULTANT will be required to use the LPA version of Site Manager software. Should there be a conflict between the LPA PDM and this scope of work, the LPA PDM shall govern.

ENGINEERING ADMINISTRATION:

The **Engineering** administration of construction will be the responsibility of the LPA acting through the CONSULTANT, and will be subject to inspection and approval of the Chief Engineer of the MISSISSIPPI D.O.T., (hereinafter designated as the MDOT), and of the Federal Highway Administration (FHWA) or their representatives.

CONSTRUCTION ENGINEERING SERVICES:

Construction **Engineering** services shall consist of all **Engineering** work, respectively, involved from the contract stage, beginning the date of FHWA/MDOT concurrence in award of the construction contract, through the preparation and submission of the final estimate and supporting documents to the MDOT, and shall include the following:

A. Setting of all stakes to control the work unless otherwise performed by the contractor as dictated by the construction plans, and the resident Project **Engineer** and other controls to insure that work is performed in accordance with the plans and specifications. All materials to be used in the construction of this project shall be tested and certified by the CONSULTANT as meeting the requirements of the approved plans and specifications in accordance with Federal Aid Policy Guide (FAPG) 23CFR637B, Construction Inspection and Approval. However, in the event that a signed letter is issued from the MDOT District Materials Engineer stating that MDOT will perform the listed sampling and/or testing services, the CONSULTANT shall not be required to perform those services listed in the letter.

B. The CONSULTANT shall promptly prepare, verify and recommend payment of all eligible Contractor's estimates: he shall maintain a project daily diary as the official project record for each project, showing the Contractor's daily operation; and The **Engineer's** daily activities by names, function performed and hours worked. He shall check and verify the quantities of all materials incorporated in the project; and shall make prompt preparation and submission of the final estimate and supporting documents to the LPA for approval and payment. He shall likewise make such records available at all reasonable times during the contract period. These records, documents, and data shall be available for inspection by the LPA, MDOT, and the Federal Highway Administration and any other authorized representative of the Federal Government, and copies thereof shall be furnished if requested.

C. **Subsurface Conditions and Utilities.** LPA recognizes that a comprehensive sampling and testing program implemented by trained and experienced personnel of CONSULTANT or CONSULTANT's subconsultants with appropriate equipment may fail to detect certain hidden conditions. LPA also recognizes that actual environmental, geological and geotechnical conditions that CONSULTANT properly inferred to exist between sampling points may differ significantly from those that actually exist.

CONSULTANT will locate utilities which will affect the project from information provided by the LPA and utility companies and from CONSULTANT's surveys. In that these utility locations are based, at least in part, on information from others, CONSULTANT cannot and does not warrant their completeness and accuracy.

D. The duties, responsibilities, and limitations of authority of the resident Project **Engineer** are listed in this scope of work.

A LISTING OF THE DUTIES, RESPONSIBILITIES AND LIMITATIONS OF AUTHORITY OF THE RESIDENT PROJECT *ENGINEER* .

The CONSULTANT shall furnish a resident Project **Engineer** , assistants and other field staff to inspect performance of the Work of the CONTRACTOR. Through more extensive on-site inspections of the Work in progress and field checks of materials and equipment by the resident Project **Engineer** and assistants, the CONSULTANT shall endeavor to provide further protection for the LPA against defects and deficiencies in the Work; but, the furnishing of such services will not make the CONSULTANT responsible for or guarantee the CONTRACTOR'S performance. The duties and responsibilities of the resident Project **Engineer** are limited to this agreement with the LPA and in the construction Contract Documents, and are further limited and described as follows:

I. General:

The resident Project **Engineer's** dealings in matters pertaining to the on-site work shall in general be with the CONTRACTOR, keeping the LPA advised as necessary. The resident Project **Engineer** dealings with subcontractors shall only be through or with the full knowledge and approval of the CONTRACTOR. The resident Project **Engineer** shall generally communicate with the LPA.

II. Duties and Responsibilities of the resident Project **Engineer** :

A. Schedules:

Review progress schedule of Shop Drawing submittals and schedule of values prepared by the CONTRACTOR and consult with the LPA concerning acceptability.

B. Conferences and Meetings:

Attend meetings with the CONTRACTOR, such as preconstruction conferences, progress meetings, job conferences and other project-related meetings, and prepare and circulate copies of minutes thereof.

C. Liaison:

- a. Work principally through the CONTRACTOR'S superintendent and assist in understanding the intent of the Contract Documents; and serve as the LPA'S liaison with the CONTRACTOR when the CONTRACTOR's operations affect the LPA's on-site operations.
 - b. Assist in obtaining from the LPA additional details or information, when required for Proper execution of the Work.
- D. Shop Drawings and Samples:
 - a. Record the date of receipt of Shop Drawings and samples.
 - b. Take samples and receive samples which are furnished at the site by the CONTRACTOR, and notify the LPA of availability of samples for examination.
 - c. Advise the LPA and the CONTRACTOR of the commencement of any Work requiring a Shop Drawing or sample if the submittal has not been approved by the CONSULTANT.
- E. Review of Work, Rejection of Defective Work, Inspections and Tests:
 - a. Conduct on-site observations of the Work in progress to determine if the Work is in general proceeding in accordance with the Contract Documents.
 - b. Report to the LPA any Work that is believed to be unsatisfactory, faulty or defective or does not conform to the Contract Documents, or has been damaged, or does not meet the requirements of any inspection, test or approval required to be made; and advise the LPA of Work that should be corrected or rejected or should be uncovered for observation, or requires special testing, inspection or approval.
 - c. Verify that tests, equipment and systems startups and operating and maintenance training are conducted in the presence of appropriate personnel, and that the CONTRACTOR maintains adequate records thereof, and observe, record and report to the LPA appropriate details relative to the test procedures and startups.
 - d. Accompany visiting inspectors representing the public or other agencies having jurisdiction over the Project, record the results of these inspections and report to the LPA.
- F. Interpretation of Contract Documents:

Report to the LPA when clarifications and interpretation of the Contract Documents are needed and transmit to the CONTRACTOR clarifications and interpretations as issued by the LPA.
- G. Modifications:

Consider and evaluate the CONTRACTOR'S suggestions for modifications in Drawings or Specifications and report to the LPA. Transmit to the CONTRACTOR decisions as issued by the LPA.
- H. Records:

- a. Maintain at the job site orderly files for correspondence, reports of job conferences, Shop Drawings and samples, reproductions of original Contract Documents including all Work Directive Changes, Addenda, Change Orders, Field Orders, additional Drawings issued subsequent to the execution of the Contract, clarification and interpretations of the Contract Documents, progress reports, and other Project related documents.
 - b. Keep a diary signed daily, recording the CONTRACTOR hours on the job site, weather conditions, data relative to questions of Work Directive Changes, Change Orders or changed conditions, list of job site visitors, daily activities of the prime contractors and all subcontractors, decisions, observations in general, and specific observations in more detail as in the case of observing test procedures; and send copies to the LPA.
 - c. Record names, addresses and telephone numbers of all CONTRACTORS, subcontractors and major suppliers of materials and equipment.
- I. Reports:
- a. Furnish the LPA periodic reports as required of progress of the Work and of the CONTRACTOR'S compliance with the progress schedule and schedule of Shop Drawing and sample submittals.
 - b. Consult with the LPA in advance of scheduled major tests, inspections or start of important phases of the Work.
 - c. Draft proposed Supplemental Agreements, Quantity Adjustments and Work Directive Changes, obtaining backup material from the CONTRACTOR; and recommend Supplemental Agreements, Quantity Adjustments, Work Directive Changes, and Field Orders to the LPA.
 - d. Report immediately to the LPA upon the occurrence of any accident.
- J. Payment Requests:
- a. Review applications for payment with the CONTRACTOR for compliance with the established procedure for their submission and forward to the LPA, noting particularly the relationship of the payment requested to the schedule of values and Work completed and materials and equipment delivered to the site but not incorporated in the Work.
- K. Certificates, Maintenance and Operation Manuals:
- During the course of the Work verify that certificates, maintenance and operations manuals and other data required to be assembled and furnished by the CONTRACTOR are applicable to the items actually installed and in accordance with the Contract Documents, and have this material delivered to the LPA prior to final payment for the Work.
- L. Completion:
- a. Before issuing a Certificate of Substantial Completion, submit a list of observed items requiring completion or correction to the Contractor.

- b. Conduct a final inspection in the company of the LPA, the CONTRACTOR, the MDOT, & FHWA, and prepare a final list of items to be completed or corrected.
- c. Observe that all items on the final list have been completed or corrected and make recommendations to the LPA concerning acceptance.

III. Limitations of Authority

The resident Project **Engineer** :

- A. Shall not authorize any deviation from the Contract Documents or substitution of materials or equipment, unless authorized by the LPA.
- B. Shall not exceed the limitations of the LPA'S authority as set forth in the Contract Documents.
- C. Shall not undertake any of the responsibilities of the CONTRACTOR, subcontractors or the CONTRACTOR's superintendent.
- D. Shall not advise on, issue directions relative to, or assume control over any aspect of the means, method, techniques, sequences or procedures of construction unless such advice or directions are specifically required by the Contract Documents.
- E. Shall not accept Shop Drawings or sample submittals from anyone other than the Contractor.
- F. Shall not authorize the LPA to occupy the Project in whole or in part.
- G. Shall not participate in specialized field or laboratory tests or inspections conducted by others except as specifically authorized by LPA.

EXHIBIT 3

FEEES AND EXPENSES

The LPA shall pay the CONSULTANT on a Labor-Hour/Unit Cost Basis, with an upset limit of **\$161,523.00** for the satisfactory completion of the Scope of Work set forth under "Exhibit 2", hereto, for all salaries, overhead, direct costs and the CONSULTANT'S fixed fees attributable to this CONTRACT.

All charges for services must be substantiated by supporting data, i.e. certified time sheets, daily logs, check stubs, pay vouchers, or other items as deemed necessary.

Payroll Additive & Overhead:

The current overhead rates shall be submitted by the CONSULTANT and approved by the MDOT within nine (9) months of the end of the CONSULTANT's fiscal period. The current overhead rate, as defined in this CONTRACT, shall be the overhead rate for the CONSULTANT's most recent previous fiscal period. The CONSULTANT's failure to provide a current overhead rate within nine (9) months of the end of the CONSULTANT's fiscal period may result in the CONSULTANT being deemed ineligible for any potential Supplemental Agreements with the LPA. Any additions to an existing Labor Hour Rate table via Letter Agreement and/or Supplemental Agreement shall utilize the overhead rate(s) applied to the original CONTRACT. The estimated FCCM for cost proposals, Supplemental Agreements, and invoices must be specially identified and distinguished from the other costs. Profit/Fee shall not include amounts applicable to FCCM.

All overhead rates submitted to MDOT for approval shall comply with the AASHTO Audit Guide, latest edition, as amended. In addition, the CONSULTANT shall submit written certification in accordance with FHWA Order 4470.1A, as amended, that the indirect cost rate submitted does not include any costs which are expressly unallowable and the indirect cost rate was established only with allowable costs in accordance with the applicable cost principles contained in the Federal Acquisition Regulations (FAR) of 48 CFR part 31.

Direct Costs:

Direct Costs are those expenses deemed reasonably necessary by the LPA for the successful completion of the Scope of Work, which are charged directly to the project and not included in overhead. These direct expenses, as used herein, include the costs of travel, subsistence, shipping charges, long distance telephone calls and printing if it is not company accounting policy to include these costs in overhead rates. **However, Direct costs for lodging shall be reimbursed in accordance with FAR 31.205-46(a)(2).** The LPA will reimburse the CONSULTANT'S actual documented expenses; or the amount allowable under the current edition of the MDOT State Travel Handbook, whichever is lower. Except as otherwise specifically provided herein, the procedures generally outlined in the MDOT State Travel Handbook shall govern the allowability of any expense reimbursement. In addition, no meal reimbursement will be allowed when there is no overnight stay.

Labor Hour / Unit-cost Rates:

Labor Hour as the term is used herein shall include all direct salaries, audited overhead rate (as approved by MDOT), and profit. The audited overhead rate shall consist of fringe benefits and the general overhead. Unit-costs, as the term is used herein shall include all direct costs, profit, and any other associated costs for the project. Labor Hour / Unit-Costs are not subject to any adjustments on the basis of the CONSULTANT's cost experience in performing the PROJECT. The Labor Hour / Unit-costs shall not exceed the rates established in EXHIBIT 3 (found in Table 1: Rate Schedule for Labor Hours). Once the

LPA has approved and accepted the work of the CONSULTANT, the LPA will pay the CONSULTANT any unpaid amounts of the PROJECT.

Under no circumstances shall the CONSULTANT alter the personnel, classifications, and rates listed in the Labor Rate Schedule without an approved Letter Agreement signed by both parties.

Table 1: Rate Schedule for Labor Hours

PERSONNEL NAME	LABOR CLASSIFICATION	Loaded Rate
Matthew Miller, P.E., P.L.S.	Principal	\$204.77
Greg Bonds, P.E.	Principal	\$204.77
Lon Burt, P.E.	Project Engineer	\$187.21
Anthony Horn, P.E.	Engineer I	\$105.31
	Construction Manager	\$133.86
	Engineering Technician I	\$87.74
	Survey Party Chief	\$93.22
	Survey Rodman	\$57.92
	Survey CAD Tech.	\$94.31

SCHEDULE OF MAXIMUM RATES, EXPENSES & FEES:

Contract Maximums:

Under no circumstances shall the amount payable by the LPA for this CONTRACT exceed **\$161,523.00** (Total of all Charges) without the prior written consent of both parties

Fee and Expense Summary

Labor Cost	Direct Cost	Sub-Consultant (Testing)	Total
\$120,995.98	\$2,700.00	\$37,827.02	\$161,523.00

EXHIBIT 4

SAMPLE INVOICE [Labor-Hour/Unit Cost]

LPA's name
LPA's address

DATE:

ATTENTION: LPA, Consultant Services Administrator

INVOICE NO. 0000

PERIOD , 20 THROUGH , 20

PROFESSIONAL SERVICES IN ACCORDANCE WITH

CONTRACT DATED , 20 , AS RELATES TO

PROJECT NO. - - - - IN COUNTY, HIGHWAY .

CONSULTANT:

CUSTOMER NUMBER 0000000000

FILE NO. 000-000000

	<u>CURRENT</u> <u>PERIOD</u>	<u>PREVIOUS</u> <u>ESTIMATE</u>	<u>TOTAL ALLOWED</u> <u>TO DATE</u>
* LABOR COSTS	\$	\$	\$
** DIRECT COSTS	\$	\$	\$
PROJECT TOTAL	\$	\$	\$

AMOUNT DUE THIS INVOICE: \$

NOTE:

1. * ATTACH SUPPORTING DATA
2. ** DIRECT COSTS (ATTACH SUPPORTING DATA)
3. THE CONSULTANT MAY USE ITS OWN INVOICE FORM SO LONG AS IT HAS BEEN APPROVED. PRIOR TO SUBMISSION BY THE CONSULTANT SAID FORM SHOULD, AT A MINIMUM, CONTAIN THE ABOVE INFORMATION

SUPPORTING DATA

Project No. 00-0000-00-000-00
County _____

<u>Employee and Classification</u>	<u>Rate of Pay (in contract)</u>	<u>Current Period Hours</u>	<u>Previous Period Costs</u>	<u>Costs To Date</u>
DIRECT LABOR AND DIRECT COSTS				
John P. Public, Jr Engineer	0.00	0.00	0.00	0.00
John P. Public, Jr Designer	0.00	0.00	0.00	0.00
John P. Public, Jr Engineer	0.00	0.00	0.00	0.00
John P. Public, Jr Technician	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Sub Total		0.00	0.00	0.00
Total Labor			0.00	0.00
Direct Costs			<u>0.00</u>	<u>0.00</u>
Project Total			0.00	0.00

EXHIBIT 5

**NOTICE TO CONTRACTORS, FEDERAL-AID CONTRACT
COMPLIANCE WITH TITLE VI OF THE CIVIL RIGHTS ACT OF 1964
COPELAND ANTI-KICKBACK ACT, DAVIS BACON ACT
CONTRACT WORK HOURS AND SAFETY STANDARDS ACT
CLEAN AIR ACT, ENERGY POLICY AND CONSERVATION ACT
DISADVANTAGED BUSINESS ENTERPRISES, WORKER VISIBILITY**

During the performance of this CONTRACT, the CONSULTANT, for itself, its assignees and successor-in-interest (hereinafter referred to as the "CONSULTANT") agrees as follows:

1. Compliance with Regulations: The CONSULTANT will comply with the Regulations of the Department of Transportation relative to nondiscrimination in Federally-assisted programs of the Department of Transportation (Title 49, Code of Federal Regulations, Part 21, hereinafter referred to as the "Regulations"), which are herein incorporated by reference and made a part of this CONTRACT.

2. Nondiscrimination: The CONSULTANT, with regard to the work performed by it after award and prior to completion of the contract work, will not discriminate on the grounds of race, religion, color, sex, national origin, age or disability in the selection and retention of subconsultants including procurement of materials and leases of equipment. The CONSULTANT will not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices when the CONTRACT covers a program set forth in Appendix B of the Regulations. In addition, the CONSULTANT will not participate either directly or indirectly in discrimination prohibited by 23 C.F.R. 710.405(b).

3. Solicitations for Subcontracts. Including Procurement of Materials and Equipment: In all Solicitations, either by competitive bidding or negotiation made by the CONSULTANT for work to be performed under a subcontract, including procurement of materials or equipment, each potential subconsultant or supplier shall be notified by the CONSULTANT of the CONSULTANT's obligations under this CONTRACT and the Regulations relative to nondiscrimination on the grounds of race, religion, color, sex, national origin, age or disability.

4. Anti-kickback provisions: All contracts and subcontracts for construction or repair shall include a provision for compliance with the Copeland "Anti-Kick Back" Act (18 U.S.C. 874) as supplemented in Department of Labor regulations (29 CFR, Part 3). This Act provides that each contractor or subcontractor shall be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he is otherwise entitled. The CONSULTANT shall report all suspected or reported violations to the LPA.

5. Davis Bacon Act: When required by the federal grant program legislation, all construction contracts awarded to contractors and subcontractors in excess of \$2,000 shall include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 276a to a-7) and as supplemented by Department of Labor regulations (29 CFR, Part 5). Under this Act, contractors shall be required to pay wages to laborers and mechanics at a rate not less than the minimum wages specified in a wage determination made by the Secretary of Labor. In addition, contractors shall be required to pay wages specified in a wage determination made by the Secretary of Labor. In addition, contractors shall be required to pay wages specified in a wage determination made by the Secretary of Labor. In addition, contractors shall be required to pay wages not less often than once a week.

6. Contract Work Hours and Safety Standards Act: Where applicable, all contracts awarded by or to contractors and subcontractors in excess of \$100,000 which involve the employment of mechanics or laborers shall include a provision for compliance with sections 103 and 107 of the Contract Work Hours and Safety Standards Act (40 U.S.C. 327-330) as supplemented by Department of Labor Regulations (29 CFR, Part 5). Under section 103 of the Act, each contractor shall be required to compute the wages of every mechanic and

laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than 1 1/2 times the basic rate of pay for all hours worked in excess of 40 hours in the work week. Section 107 of the Act 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 purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

7. Clean Air Act: Compliance with all applicable standards, orders, or requirements issued under section 306 of the Clean Air Act (42 U.S.C. 1857 (h)), Section 508 of the Clean Water Act (33 U.S.C. 1368), Executive Order 11738, and Environmental Protection Agency regulations (40 CFR Part 15) (Contracts and subcontracts in amounts in excess of \$100,000).

8. Energy Policy and Conservation Act: 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 (Pub. L. 94-163).

9. Disadvantaged Business Enterprises: It is the policy of the Mississippi Department of Transportation to comply with the requirements of 49 C.F.R. 26, to prohibit unlawful discrimination, to meet its goal for DBE participation, to meet that goal whenever possible by race-neutral means, to create a level playing field, and to achieve that amount of DBE participation that would be obtained in a non-discriminatory market place. To meet that objective in any United States Department of Transportation assisted contracts, the LPA and the CONSULTANT shall comply with the "Mississippi Department of Transportation's Disadvantaged Business Enterprise Programs For United States Department Of Transportation Assisted Contracts".

Neither the CONSULTANT (Contractor), nor any sub-recipient or sub-contractor shall discriminate on the bases of race, color, national origin, or sex in the performance of this contract. The CONSULTANT (Contractor) shall carry out applicable requirements of 49 C.F.R. 26 in the award and administration of United States Department of Transportation assisted contracts. Failure of the CONSULTANT (Contractor) to carry out those requirements is a material breach of the contract which may result in the termination of this contract or such other remedies as the Mississippi Department of Transportation deems appropriate.

10. Worker Visibility: All workers within the right-of-way of a Federal-aid highway who are exposed either to traffic (vehicles using the highway for the purposes of travel) or to construction equipment within the work area shall wear high-visibility safety apparel – personal protective safety clothing that is intended to provide conspicuity during both daytime and nighttime usage, and that meets the Performance Class 2 or 3 requirements of the ANSI/ISEA 107–2004 publication entitled "American National Standard for High-Visibility Safety Apparel and Headwear" – for compliance with 23 CFR, Part 634.

EXHIBIT 6

CERTIFICATION REGARDING DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS - Certification in accordance with Section 29.510 Appendix A, C.F.R./Vol. 53, No. 102, page 19210 and 19211:

- (1) The CONSULTANT certifies to the best of its knowledge and belief that it and its principals:
 - (a) are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;
 - (b) have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state or local) transaction or contract under a public transaction, violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - (c) are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification: and
 - (d) have not within a three-year period preceding this application/proposal had one or more public transactions (federal, state or local) terminated for cause or default;
 - (e) has not either directly or indirectly entered into any agreement participated in any collusion; or otherwise taken any action in restraint of free competitive negotiation in connection with this CONTRACT.
- (2) The CONSULTANT further certifies, to the best of his/her knowledge and belief, that:
 - (f) No federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a member of Congress, an officer or employee of Congress, or employee of a member of Congress in connection with the awarding 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.
 - (g) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of Congress, or any employee of a member of Congress in connection with this CONTRACT, Standard Form-LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions will be completed and submitted.

The certification contained in (1) and (2) above is a material representation of fact upon which reliance is placed and a pre-requisite imposed by Section 1352, Title 31, U. S. Code prior to entering into this CONTRACT. Failure to comply shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000. The CONSULTANT shall include the language of the certification in all subcontracts exceeding \$100,000 and all sub-contractors shall certify and disclose accordingly.

I hereby certify that I am the duly authorized representative of the CONSULTANT for purposes of making this certification, and that neither I, nor any principal, officer, shareholder or employee of the above firm has:

(a) employed or retained for commission, percentages, brokerage, contingent fee, or other consideration, any firm or person (other than a bona fide employee working solely for me or the above consultant) to solicit or secure this agreement,

(b) agreed, as an express or implied condition for obtaining this CONTRACT, to employ or retain the services of any firm or person in connection with carrying out the agreement, or

(c) paid, or agreed to pay, to any firm, organization or person (other than a bona fide employee working solely for me or the above consultant) any fee, contribution, donation, or consideration of any kind for, or in connection with, procuring or carrying out the agreement; except as herein expressly stated (if any).

I acknowledge that this Agreement may be furnished to the Federal Highway Administration, United States Department of Transportation, in connection with the Agreement involving participation of Federal-Aid Highway funds, and is subject to applicable state and federal laws, both criminal and civil.

SO CERTIFIED this ____ day of _____, 20 ____.

Benchmark Engineering & Surveying, LLC

BY: _____
Matthew Miller, P.E., P.L.S.

ATTEST: _____

My Commission Expires: _____

Notary

EXHIBIT 7

CERTIFICATION OF THE LPA

I hereby certify that I am the Chief Administrative Official, duly authorized by the LPA to execute this certification and that the above consulting firm or its representative has not been required, directly or indirectly, as an express or implied condition in connection with obtaining or carrying out this agreement to:

- (a) employ or retain, or agree to employ or retain, firm or person, or
- (b) pay, or agree to pay, to any firm, person organization, any fee, contribution, donation, or consideration of any kind except as here expressly stated (if any).

SO CERTIFIED on the ____ day of _____, 20__.

City of Brandon

Butch Lee, Mayor

EXHIBIT 8

{Intentionally Left Blank}

EXHIBIT 9

PRIME CONSULTANT / CONTRACTOR EEV CERTIFICATION AND AGREEMENT

By executing this Certification and Agreement, the undersigned verifies its compliance with the, "Mississippi Employment Protection Act," Section 71-11-3 of the Mississippi Code of 1972, as amended, and any rules or regulations promulgated by the LPA, Mississippi Transportation Commission [MTC], Department of Employment Security, State Tax Commission, Secretary of State, Department of Human Services in accordance with the Mississippi Administrative Procedures Law (Section 25-43-1 et seq., Mississippi Code of 1972, as amended), stating affirmatively that the individual, firm, or corporation which is contracting with the LPA has registered with and is participating in a federal work authorization program* operated by the United States Department of Homeland Security to electronically verify information of newly hired employees pursuant to the Immigration Reform and Control Act of 1986, Pub.L. 99-603, 100 Stat 3359, as amended. The undersigned agrees to inform the LPA if the undersigned is no longer registered or participating in the program.

The undersigned agrees that, should it employ or contract with any entity(s) in connection with the performance of this CONTRACT, the undersigned will secure from such entity(s) verification of compliance with the Mississippi Employment Protection Act. The undersigned further agrees to maintain records of such compliance and provide a copy of each such verification to the LPA, if requested, for the benefit of the LPA or this CONTRACT.

865107

EEV* Company Identification Number [Required]

The undersigned certifies that the above information is complete, true and correct to the best of my knowledge and belief. The undersigned acknowledges that any violation may be subject to the cancellation of the contract, ineligibility for any state or public contract for up to three (3) years, the loss of any license, permit, certificate or other document granted by any agency, department or government entity for the right to do business in Mississippi for up to one (1) year, or both, any and all additional costs incurred because of the contract cancellation or the loss of any license or permit, and may be subject to additional felony prosecution for knowingly or recklessly accepting employment for compensation from an unauthorized alien as defined by 8 U.S.C §1324a(h)(3), said action punishable by imprisonment for not less than one (1) year nor more than five (5) years, a fine of not less than One Thousand Dollars (\$1,000.00) nor more than Ten Thousand Dollars (\$10,000.00), or both, in addition to such prosecution and penalties as provided by Federal law.

BY: _____ Date _____
Authorized Officer or Agent

Matthew Miller, P.E., P.L.S. Vice-President/Principal
Printed Name of Authorized Officer or Agent Title of Authorized Officer or Agent of Contractor / Consultant

SWORN TO AND SUBSCRIBED before me on this the ____ day of _____, 20____.

NOTARY PUBLIC
My Commission Expires: _____

* As of the effective date of the Mississippi Employment Protection Act, the applicable federal work authorization program is E-Verify™ operated by the U. S. Citizenship and Immigration Services of the U.S. Department of Homeland Security, in conjunction with the Social Security Administration.

{Insert the Cost Fee Schedule for CE and I Projects from the gomdot.com web site here}



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM:
DATE: 05/14/2025
SUBJECT: CONSIDERATION TO TABLE THE PUBLIC HEARING AND BOAR

Consideration to table the public hearing and board action set for May 19th for case #25-011 - Conditional Use application from Keith Humphrey - 609 Luckney Rd (parcel # H9P-2-31).

ATTACHMENTS:

None



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM:
DATE: 05/15/2025
SUBJECT: REQUEST PERMISSION FOR SGT. WILLIAM SAUL TO TRAVEL

Request permission for Sgt. William Saul to travel to Biloxi, MS to attend the annual Mississippi Law Enforcement Accreditation Commission training June 17-19, 2025.

ATTACHMENTS:

1. 5-19 Travel for Saul



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: BRIAN ROBERTS
DATE: 05/12/2025
SUBJECT: **CONSIDERATION TO REMOVE FROM OUR PAYROLL ROSTER THE
FOLLOWING PART-TIME FIREFIGHTERS EFFECTIVE MAY 19, 2025.**

The department respectfully requests your consideration to remove the following part-time firefighters from our payroll roster effective May 19, 2025, and transfer FF Brian Mott to our reserve list in order to keep his Fire Minimum Standards certification.

- J.D. Davis
- Brian Mott-transfer to our Reserves
- Will Tharp
- Linc Tucker
- Phillip Walls

Thank you for your consideration.

ATTACHMENTS:

None