



**Tuesday, September 20, 2022
5:00 PM**

**City Council
Tuesday Meeting Agenda**

**Council Chambers
200 Forrest Street**

Call to Order

Call to Prayer and Pledge of Allegiance

Presentation Agenda

Agenda Adjustments – Add Policy Item #26 at the request of the Administration as follows:

- Adopt a Resolution approving the MS Department of Public Safety, Office of Highway Safety FY2023 154 Alcohol Grant Agreement in the amount of \$83,853.64 and authorize the Mayor to execute in duplicate.

POLICY AGENDA

1. **2022-686** Approve the minutes for the September 6 & 13, 2022 meetings of the City Council.
2. **2022-705** Adopt a Resolution approving the adoption and implementation of the Tax Increment Financing Plan Midtown Hattiesburg Project, City of Hattiesburg, Mississippi, February 2014, as amended for the Elam Arms Development, February 2016, as amended June 2016, and as amended and restated for the Midtown Montevista Project, August 2022.
3. **2022-706** Adopt a Resolution authorizing the employment of certain professionals in connection with the issuance of tax increment limited obligation bonds (Montevista Project) of the city in the maximum principal amount of not to exceed \$2,850,000.00 for the purpose of providing funds for certain infrastructure improvements related to the Midtown Montevista Project; and for related purposes.
4. **2022-695** Adopt an Ordinance for the petition filed by Dennis Pierce, owner, to change the zoning classification for a property located at 4 Willow Pointe (Parcel 051L-11-038.000, PPIN 20292; Lamar County, Ward 3) from Section 4.5.9 B-2 Neighborhood Business District to Section 5.4.10 B-3 Community Business District. The Planning Commission recommended to Approve on September 7, 2022.
5. **2022-687** Adopt a Resolution to authorize the submission of a grant application to the MLB-MLBPA Youth Development Foundation for the amount of \$325,000 to be used for construction of the fields at Jaycee Park.
6. **2022-679** Adopt a Resolution authorizing submission of a grant application to the Mississippi Department of Archives and History (MDAH) for the Community Heritage Preservation Grant Program in the amount of \$86,000.00 to fund City Hall renovations. The grant

requires the city to provide \$21,500.00 (20% of total project costs) in matching funds and authorize the Mayor to execute in duplicate.

7. **2022-688** Approve Letter of Engagement with Topp McWhorter Harvey PLLC to audit the financial statements of the City of Hattiesburg for the fiscal year ending September 30, 2022 and authorize the Council President to execute in duplicate.
8. **2022-683** Approve Letter Agreement with Neel-Schaffer, Inc. for engineering services related to the renovation of two soccer fields and associated common areas, field lighting and fencing at Tatum Park and authorize the Mayor to execute in duplicate.
9. **2022-693** Approve contract with Clearpoint Consulting Engineers, P.A. to provide engineering services related to the Midtown Green Drainage Improvements project and authorize the Mayor to execute in duplicate.
10. **2022-697** Approve Agreement between City of Hattiesburg and Pearl River Community College for a Construction Technology Workplace Education Program and authorize the Mayor to execute the same.
11. **2022-692** Approve the Forrest County Comprehensive Emergency Management Plan (CEMP) 2022 Edition, related to emergencies and major disasters and authorize the Mayor to execute the same.
12. **2022-682** Approve Subrecipient Agreement with Starter Homes MS in connection with the City's Emergency Roof Repair Initiative Program and authorize the Mayor to execute in triplicate. {Entitlement}
13. **2022-684** Approve Homeowner Agreements for the Emergency Roof Repair Initiative and authorize the Mayor to execute in triplicate. {Entitlement}
14. **2022-703** Approve a Renewal Agreement between the City of Hattiesburg and Kronos, for a period beginning 9/30/2022 and ending 9/29/2023 and authorize the Mayor to execute the same.
15. **2022-700** Approve Purchase Agreement for copier in the council clerk's office and authorize the Council President to execute the same.
16. **2022-698** Approve Lighting Agreement with Mississippi Power Company for additional lighting along East and West 8th St. for a monthly cost of \$36.78; Authorize the Mayor to execute the same.
17. **2022-696** Approve Lighting Agreement with Mississippi Power Company for additional lighting at 703 Montrose Ave, 595 N. 25th Ave USM Softball, 3804 Pearl St. and 3906 Pearl St. for a monthly cost of \$33.72; Authorize the Mayor to execute same.
18. **2022-699** Approve Lighting Agreement with Mississippi Power Company for additional lighting on two alleys near East and West 8th St. for a monthly cost of \$32.99; Authorize the Mayor to

execute the same.

19. **2022-685** Approve the granting of a permanent access easement to Stacie Cameron across a portion of Forrest County Tax Parcel Nos. 2-024K-31-001.00, 2-024K-31-002.00, 2-024F-30-006.00, and 2-024F-30-007.00 and more fully described in the attached legal description; authorize the Mayor the execute the deed.
20. **2022-702** Approve option to purchase agreement between the City of Hattiesburg and Realty Builders Corporation, J. Ed Turner & ETAL for parcel #2-039F-18-128.00 and parcel #2-039k-19-082.00 and parcel #2-039k-19-002.00 as per attached agreement.
21. **2022-690** Approve Agreement between City of Hattiesburg and Landry, Lewis, Germany Architects, P.A., to provide architectural services related to repairs and renovations at 1410 West Pine (old Courtesy Ford Building).
22. **2022-689** Approve engagement of T. Michael Reed as special prosecutor related to the City's paraphernalia ordinance.
23. **2022-694** Authorize the Mayor to make application to the U. S. Department of Transportation - Federal Aviation Administration for a grant for the Taxiway A Realignment, Improvements and Signage project for the Bobby L. Chain Municipal Airport and authorize the Mayor to execute any and all documents required to make said application; Authorize the Mayor to accept and execute any grant offers forthcoming from said application.
24. **2022-676** Authorize the submission of a grant application to the Firehouse Subs Public Safety Foundation in the amount of \$40,400.00 to purchase in-car computers or Mobile Data Terminals (MDTs) for the Hattiesburg Police Department.
25. **2022-691** Acknowledge bids received September 8, 2022 for the FTA Sidewalk Project and accept the bid from RJM McQueen Contracting, Inc. in the amount of \$1,883,504.40; Authorize the Mayor to execute contracts when prepared.
26. **2022-731** Adopt a Resolution approving the MS Department of Public Safety, Office of Highway Safety FY2023 154 Alcohol Grant Agreement in the amount of \$83,853.64 and authorize the Mayor to execute in duplicate.

ROUTINE AGENDA

1. **2022-680** Acknowledge term bids received on August 11, 2022 and August 25, 2022 for various term bid items for various departments; Approve bids based on information in the attached memorandum.
2. **2022-681** Approve the sale of grave spaces, per attached Memo's, Receipts and Deeds.
3. **2022-701** Approve claims docket for the period ending September 16, 2022.

In Memoriam:

- Ms. Rose Meredith Johnson Jordan
- Mr. Earl A. Bryant
- Mr. Willie C. Brown
- Mr. Maurice Nix

Meeting Adjourn



Memorandum

To: Mayor Toby Barker and Members of City Council

From:

cc:

Date: Tuesday, September 20, 2022

Re: Adopt a Resolution approving the MS Department of Public Safety, Office of Highway Safety FY2023 154 Alcohol Grant Agreement in the amount of \$83,853.64 and authorize the Mayor to execute in duplicate.
File Number: 2022-731
Minute Book #

Summary

Recommendation Statement

I recommend adoption of the Resolution approving the FY2023 MSMOHS alcohol grant agreement in the amount of \$83,853.64.

Please place this on the September 20, 2022 City Council meeting for consideration.

FY23 MOHS GRANT AGREEMENT**MS Office of Highway Safety**

1025 Northpark Drive

Ridgeland, MS 39157

Phone: (601) 977-3700; Fax: (601) 977-3701

1. Sub-grantee's Name & Mailing Address: City of Hattiesburg Hattiesburg Police Department 300 Klondyke Street Hattiesburg, MS 39401 Telephone Number: (601) 544-7900 E-Mail: jshows@hattiesburgms.com		2. Effective Date of Grant: October 1, 2022	
		3. Subgrant Number: 154AL-2023-ST-21-51	
		4. Grant Identifier (Funding Source & Year): 154 Alcohol FY23	
		5. Beginning and Ending Dates: October 1, 2022 – September 30, 2023	
		6. Subgrant Payment Method: <u> X </u> Cost Reimbursement Method	
7. CFDA # - 20.607		8. UEI # - N4XZJLJ9AVM1	
9. Congressional District: 04			
10. A:FAIN #: 69A37519300001540MSA 69A37520300001540MSA	11.A: Initial Federal Award Date: 04/17/2019 03/16/2020	11.C: Additional Federal Award Date:	
10.B. Federal Awarding Agency: NHTSA	11.B: Secondary Federal Award Date:	12. Research and Development Grant: <u> </u> Yes <u> X </u> No Continuation Grant: <u> x </u> Yes <u> </u> No	
13. The following funds are obligated:			
A. COST CATEGORY		B. SOURCE OF FUNDS	
(1) Personal Services-Salary	\$83,853.64	(1) Federal	\$83,853.64
(2) Personal Services-Fringe	\$0.00	(2) State	
(3) Contractual Services	\$0.00	(3) Local	
(4) Travel	\$0.00	(4) Other	
(5) Equipment	\$0.00	Total:	\$83,853.64
(6) Commodities	\$0.00	E. TOTAL OF ALL FEDERAL GRANTS THROUGH MOHS TO AGENCY:	
(7) Indirect Costs	\$0.00	Number of Grants: 1	154AL
TOTAL	\$83,853.64	TOTAL:	\$83,853.64
			\$0.00
			\$83,853.64
The Sub-Grantee agrees to operate the program outlined in this Agreement in accordance with all provisions of this Agreement as included herein. The following sections are attached and incorporated into this Agreement: Final Approved Agreement which includes: Sub-Grantee Signature Sheet; Sub-Grantee Targets, Performance Measures and Strategies; Task by Quarter; Cost Summary Support Sheet; Agreement of Understanding and Compliances, Designation of Secondary Official (If Applicable)			
All policies, terms, conditions, and provisions listed in funding guidelines, grant agreement, and agreement of understanding which has been provided to Sub-Grantee, are also incorporated into this agreement, and Sub-Grantee agrees to fully comply therewith.			
14. Approved for Grantee:		15. Approved for Sub-Grantee:	
		9/20/2022	
Signature	Date	Signature	Date
Name: Helen Porter Title: Office Director, MS Office of Highway Safety		Name: Toby Barker Title: Mayor, City of Hattiesburg	

FY23 Sub-Grantee Project Description (Law Enforcement):

MOHS Law Enforcement grant programs are provided with Federal grant funds to local police departments, sheriff's and state agencies for enforcement in jurisdictions all across Mississippi. All jurisdictions will provide enforcement, for hours that are specified in each agency Agreement, in support of the DUI program. These enforcement grants will be coordinated with the national campaigns, along with any state blitz campaigns that the MOHS develops for FY23.

All law enforcement agencies participating in the MOHS Law Enforcement grant program will utilize data to target the need and deploy resources based on problem identification and traffic trends in the agency locale and make adjustments to the program as needed.

Law Enforcement agencies use the funding for salaries (Individual Officer and part-time) that has been reviewed and approved by the MOHS. All information on budget can be found in the agency budget. The agency will generate at least (1) earned media campaign during the blitz campaigns.

FY23 Sub-Grantee-Target(s), Performance Measures and Strategies

Agency Name: City of Hattiesburg / Hattiesburg Police Department

List the target(s) that the Sub-Grantee will accomplish during the FY23 grant year. Performance measures should be set to help the Sub-Grantee accomplish the target(s) for the grant year. Strategies must be listed to show how the strategies will be implemented to meet the performance measures and to accomplish the target(s) set by the agency.

Target(s):

The jurisdiction/agency of Hattiesburg Police Department will reduce the number of alcohol related fatalities from 1 in 2019 to 0 by the end of 2023.

The jurisdiction/agency of Hattiesburg Police Department will reduce the number of alcohol related injuries from 27 in 2019 to 23 by the end of 2023.

Performance Measures:

Increase the number of grant funded DUI Arrest from 87 in FY21 to 90 in FY23.

Strategies:

Select or Hire Individual Officer and Overtime Enforcement

SFST Instructor

7 Checkpoints

7 Saturation Patrols

Conduct at least 2 alcohol education outreach activities/presentations

Generate Earned Media

Publicize patrol activities results (after occurrence)

Attend Troop LEL Network Meeting

Participate in the National blitz campaigns with enhanced DUI enforcement:

Drive Sober or Get Pulled Over – Christmas/ New Year's

Drive Sober or Get Pulled Over – Labor Day

Participate in the State blitz campaigns with enhanced DUI enforcement: Super Bowl, Memorial Day, 4th of July

FY23 MOHS Tasks By Quarters									
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AGENCY NAME: City of Hattiesburg / Hattiesburg Police Department

PROJECTION TASKS BY QUARTERS:

SCHEDULE PROJECTION OF TASKS BY QUARTERS									
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List the performance schedule of tasks by quarters referring specifically to the Statement of Tasks in the narrative description and defining the components of tasks to be accomplished by quarters. Tasks that extend beyond one quarter should specify the elements of the tasks that are to be performed for the particular quarters.

1st QUARTER (OCTOBER, NOVEMBER & DECEMBER)

Conduct not less than 2 checkpoints during quarter.

Conduct not less than 2 saturation patrols during quarter.

Issue a minimum of 22 DUI Arrest citations during quarter, to reach a goal of 90 for FY2023.

Submit all required reporting documents by scheduled date(s) as defined in agreement by MS Office of Highway Safety, i.e. (Monthly Cost Reporting Worksheets for reimbursement, Monthly Activity reports, etc.)

Additional Tasks:

Participate in the Drive Sober or Get Pulled Over national Christmas/New Year's blitz campaign with enhanced DUI enforcement and earned media with at least one (1) newspaper, television, social media or radio presentations.

Projected Expenditures for 1st Quarter: \$20,963.41

FY23 MOHS TASK BY QUARTERS

AGENCY NAME: City of Hattiesburg / Hattiesburg Police Department

PROJECTION TASK BY QUARTERS

SCHEDULE PROJECTION OF TASKS BY QUARTERS

List the performance schedule of tasks by quarters referring specifically to the Statement of Tasks in the narrative description and defining the components of tasks to be accomplished by quarters. Tasks that extend beyond one quarter should specify the elements of the tasks that are to be performed for the particular quarters.

2nd QUARTER (JANUARY, FEBRUARY & MARCH)

Conduct not less than 2 checkpoints during quarter.

Conduct not less than 2 saturation patrols during quarter.

Issue a minimum of 22 DUI Arrest citations during quarter, to reach a goal of 90 for FY2023.

Submit all required reporting documents by scheduled date(s) as defined in agreement by MS Office of Highway Safety, i.e. (Monthly Cost Reporting Worksheets for reimbursement, Monthly Activity reports, etc.)

Additional Tasks:

Participate in the Drive Sober or Get Pulled Over national Christmas/New Year's blitz campaign with enhanced DUI enforcement and earned media with at least one (1) newspaper, television, social media or radio presentations.

Projected Expenditures for 2nd Quarter: \$20,963.41

FY23 MOHS TASK BY QUARTERS

AGENCY NAME: City of Hattiesburg / Hattiesburg Police Department

PROJECTION TASK BY QUARTERS

SCHEDULE PROJECTION OF TASKS BY QUARTERS

List the performance schedule of tasks by quarters referring specifically to the Statement of Tasks in the narrative description and defining the components of tasks to be accomplished by quarters. Tasks that extend beyond one quarter should specify the elements of the tasks that are to be performed for the particular quarters.

3RD QUARTER (APRIL, MAY & JUNE)

Conduct not less than 2 checkpoints during quarter.

Conduct not less than 2 saturation patrols during quarter.

Issue a minimum of 23 DUI Arrest citations during quarter, to reach a goal of 90 for FY2023.

Submit all required reporting documents by scheduled date(s) as defined in agreement by MS Office of Highway Safety, i.e. (Monthly Cost Reporting Worksheets for reimbursement, Monthly Activity reports, etc.)

Additional Tasks:

Participate in the State Memorial Day blitz campaign with enhanced DUI enforcement and earned media with at least one (1) newspaper, television, social media or radio presentations.

Projected Expenditures for 3rd Quarter: \$20,963.41

FY23MOHS TASK BY QUARTERS

AGENCY NAME: City of Hattiesburg / Hattiesburg Police Department

PROJECTION TASK BY QUARTERS

SCHEDULE PROJECTION OF TASKS BY QUARTERS

List the performance schedule of tasks by quarters referring specifically to the Statement of Tasks in the narrative description and defining the components of tasks to be accomplished by quarters. Tasks that extend beyond one quarter should specify the elements of the tasks that are to be performed for the particular quarters.

4TH QUARTER (JULY, AUGUST & SEPTEMBER)

Conduct not less than 2 checkpoints during quarter.

Conduct not less than 2 saturation patrols during quarter.

Issue a minimum of 23 DUI Arrest citations during quarter, to reach a goal of 90 for FY2023.

Submit all required reporting documents by scheduled date(s) as defined in agreement by MS Office of Highway Safety, i.e. (Monthly Cost Reporting Worksheets for reimbursement, Monthly Activity reports, etc.)

Additional Tasks:

Participate in the State 4th of July and Drive Sober or Get Pulled Over national Labor Day blitz campaign with enhanced DUI enforcement and earned media with at least one (1) newspaper, television, social media or radio presentations.

Projected Expenditures for 4th Quarter: \$20,963.41

FY23 Mississippi Office of Highway Safety-Cost Summary Support Sheet

1. Applicant Agency: City of Hattiesburg / Hattiesburg Police Department				
2. Subgrant Number: 154AL-2023-ST-21-51		3. Grant ID: 154 Alcohol		4. Beginning: October 1, 2022
5. Ending: September 30, 2023				
6. Activity: DUI Enforcement				
7. Category & Line Item	8. Description of item and/or Basis for Valuation	9. Budget		
		Federal	All Other	Total
Personal Services-Salary	Individual Officer @ approx. \$18.99 X @ approx. 2236 hours = \$42,461.64 Officers over-time or regular time above and beyond normal work hours @ approx. \$25.87 X @ approx. 1600 hours = \$41,392.00 Total Salaries= \$83,853.64	\$83,853.64		\$83,853.64

TOTALS	\$83,853.64		\$83,853.64
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Mississippi Office of Highway Safety

FY23 Agreement of Understanding and Compliance

This Agreement made and entered into by and between the State of Mississippi by and through the MS Office of Highway Safety, hereinafter referred to as State, and the Governmental Unit or agency named in this application, hereinafter referred to as Sub-Grantee.

WHEREAS, the National Highway Traffic Safety Act of 1966, as amended, provides Federal funds to the State for approved highway safety projects for the purpose of reducing injuries and fatalities as result of motor vehicle crashes, and

WHEREAS, the State may make said funds available to state, county, and municipal agencies and/or government or political subdivisions and/or non-profit entities upon application and approval by State and the National Highway Traffic Safety Administration (NHTSA) if applicable, and

WHEREAS, the Sub-Grantee must comply with the requirements listed herein, to be eligible for Federal funds in approved highway safety projects, and

WHEREAS, the State is obligated to reimburse NHTSA out of its funds for any ineligible or unauthorized expenditures for which Federal funds have been claimed and payment received, and

WHEREAS, the Sub-Grantee has submitted an application for Federal funds for highway safety projects:

NOW, THEREFORE, IN CONSIDERATION OF MUTUAL PROMISES AND OTHER GOOD AND VALUABLE CONSIDERATION, THE PARTIES AGREE AS FOLLOWS:

I. REIMBURSEMENT OF ELIGIBLE EXPENSES

- A. It is mutually agreed that upon written application by Sub-Grantee and approval by State and NHTSA (if applicable), State will obligate Federal funds to Sub-Grantee account for reimbursement of eligible expenditures as set forth in the application.
- B. It is understood that the State has the right to monitor and pre-audit any and all claims presented for reimbursement. Arrangements have been made for the financial and compliance audit required by 2CFR Subpart F, which is to be conducted within the prescribed audit reporting cycle (failure to furnish an acceptable audit, as determined by the cognizant Federal agency, may result in denial or require return of Federal funds). It is mutually agreed and promised that Sub-Grantee reimburse State for any ineligible or unauthorized expenditure for which Federal funds have been claimed and payment received as determined by a State or Federal audit.
- C. It is also understood, pursuant to 2 CFR 200.337, the awarding agency and the Comptroller General of the United States, or any of their authorized representatives (such as National Highway Traffic Administration otherwise known as NHTSA), shall have the right of access to any pertinent books, documents, papers, or other records of grantees and Sub-Grantees which are pertinent to the grant, in order to make audits, examinations, excerpts, and transcripts.
- D. It is further agreed that where reimbursement is made to Sub-Grantee in installments, State shall have the right to withhold any installments to make up reimbursement(s) received for any ineligible or unauthorized expenditure until such time as the ineligible claim is made up or corrected by Sub-Grantee.

- E. Unless otherwise directed, Sub-Grantees must submit monthly reimbursement, activity reports and back up documentation, by the **10th working day** of the following month to receive reimbursement for project activities. Reports reflect the status of project implementation and progress toward reaching goals. Each activity report shall describe the project status and shall be submitted to the State, no later than the 10th working day following the end of the month.
- F. Final Closeout Report and Reimbursement Claim with all required documentation must be received to MS Office of Highway Safety within forty-five (45) days of completion of the project **(Close of Business (COB) November 15th)**. Appropriate forms will be provided to the Project Director. All required due dates for MOHS documents are provided in the Project Director's Guide.

Any Sub-Grantee delinquent in submitting monthly reimbursement, monthly activity, and/or final accomplishment reports, or incomplete progress reports that lack sufficient detail of progress during the period in question, may be subject to having submitted reimbursement requests delayed, pending additional justification. Once completed reports are received, reimbursement requests will be processed.

II. ON-SITE MONITORING AND EVALUATION

Pursuant to Federal guidelines, the State has developed a plan for evaluating all projects. Each Sub-Grantee will be required to have at least one (1) on-site monitoring visits during the grant year. All written documents will be reviewed to determine progress, problems and reimbursements of the project. The State evaluates all sub recipient's risk of noncompliance with Federal statutes, regulations and the terms and conditions of the sub-award for the purposes of determining the appropriate level of sub recipient monitoring.

III. PROPERTY AGREEMENT

- Facilities and equipment acquired under this agreement for use in highway safety program areas shall be used and kept in operation for highway safety purposes by the MS Office of Highway Safety; or the State, by formal agreement with appropriate officials of a political subdivision, State agency, or non-profit entities.
- It is mutually agreed and promised that the Sub-Grantee shall immediately notify the MS Office of Highway Safety, if any equipment purchased under this project ceases to be used in the manner set forth by the project agreement. In such event, Sub-Grantee further agrees to transfer or otherwise dispose of such equipment, as directed by the MS Office of Highway Safety.
- It is mutually agreed and promised by the Sub-Grantee that no equipment will be conveyed, sold, salvaged, transferred, etc., without the express written approval of the MS Office of Highway Safety.
- It is mutually agreed and promised that the Sub-Grantee shall maintain, or cause to be maintained for its useful life, any equipment purchased under this project.
- Each Sub-Grantee of federal grant funds has a financial management system that complies with the minimum requirements of 2 CFR Part 200 (Super Circular).
- All equipment awarded in this project agreement must be ordered within ninety (90) days after project implementation. If unforeseen circumstances arise which prohibit this being accomplished, the MS Office of Highway Safety must be notified as to the reason for the delay and projected purchase date of the equipment.
- Property records must be maintained that include a description of the property, a serial number or other identification number, the source of the property, who holds the title, the acquisition date, cost of the property, percentage of Federal participation in the cost of the property, the location use and condition of the property and any ultimate disposition data including the data of disposal and sale price of the property.

- A physical inventory of the property must be taken and the results reconciled with the property records at least once every two (2) years for the useful life of the property.
- A control system must be developed to ensure adequate safeguards to prevent loss, damage or theft of the property. Any loss, damage or theft shall be investigated.
- Adequate maintenance procedures must be developed to keep the property in good and working condition.
- If the Sub-Grantee is authorized or required to sell the property, proper sales procedures must be established to ensure the highest possible return. Sale of items must be approved by the MOHS.
- Costs for equipment items are allowable only as part of a comprehensive program effort. All approved equipment must be included on the Federal Conformation Product List (CPL), where applicable. Approved equipment purchased with federal funds, must be in compliance of the Buy America Act (23 U.S.C. 313).
- Approved equipment with a purchase price of \$5,000.00, must be approved in writing from the National Highway Traffic Safety Administration, before the purchase of approved equipment purchased with federal funds.

IV. STAFFING

Positions covered by this project that are funded 100% or 2080 enforcement hours must be new positions. If staff of the Sub-Grantee agency is transferred to work on this project, the agency must replace the vacant position with a new hire. Salaries in this project are for the purpose of remuneration for personal services over and above the present manpower level of the agency. All positions require detailed activity documentation, as directed by MS Office of Highway Safety.

The Individual Officer(s) on this project is defined as an officer working enforcement at approximately 2080 hours at an approximate rate of pay per hour.

V. GENERAL PROJECT REQUIREMENTS

- A. Any change to out-of-state travel approved in the Grant Application, must have prior written approval by the MS Office of Highway Safety for changes. Requests for change should be submitted to the MS Office of Highway Safety not less than two (2) weeks before the intended date of travel on Agency letterhead.
 - Out of State Travel - All federal funded **out of state travel** requires expenses incurred to be placed on the authorized travel voucher. All cost must be based on current state and federal policies.
 - In State Travel - All federal funded **in state travel** requires itemized receipts for expenses incurred, as well as the authorized travel voucher. All cost must be based on current state and federal policies.
 - In State Travel - Meals can only be claimed with an overnight hotel stay.
- B. The Mississippi Office of Highway Safety can only reimburse sub-grantees for grant funded activity. If a sub-grantee is on non-grant related activities for more than 15 minutes; after such time, they should revert to their own agency funding.
- C. No budget modification requests will be accepted by the MS Office of Highway Safety after **July 31st**. Any proposed changes in this Agreement that would result in changes in the scope, character, or complexity of the agreement, require a Letter and Budget Modification Request to the MS Office of Highway Safety. Changes to the Agreement will not be effective, until both parties have executed the modification.
- D. Sub-Grantee must submit any proposed agreements for contractual services to the MS Office of Highway Safety. Contractual Services must be submitted forty-five (45) days prior to acceptance, due to the fact that contracts **must have** review and approval by DPS and NHTSA.
- E. Any program income earned by projects financed in whole or in part with Federal funds must be documented and accounted for. Program income earned during the project period shall be retained by the

Sub-Grantee and used for project related expenses or to offset eligible expenses, with the approval of the MS Office of Highway Safety.

- F. Sub-Grantee **must complete** the Authorized Official or Local Government Resolution included within this Agreement, to accept on behalf of the agency that is represented in this Agreement for federal funding to defray the costs of the project described in the award. **Grant Agreements are not effective until both parties (MOHS and the Sub-Grantee) have fully executed (signed and dated) the Grant Agreement.**
- G. Sub-Grantee **must maintain** in the Agency grant file, the most current copy of the following policies with the Application for funding. If Agency does not have a current policy, please inform the MS Office of Highway Safety of the un-availability of the policy.
- Seat belt policy (Must Retain a Copy);
 - Warning citation policy (If Applicable);
 - Pursuit policy (Must Retain a Copy);
 - Checkpoint policy (If Applicable);
 - Saturation patrol policy (If Applicable); and
 - DUI enforcement policy (If Applicable)
 - Agency seat belt survey procedures must be provided if usage rate is identified as a performance measure within agreement (If Applicable)
- H. Sub-Grantee **must submit** to the MS Office of Highway Safety a copy of the following policy(s):
- Agency Payroll Schedule- Payroll period begin and payroll end dates & check date);
 - Agency Leave policy (personal, vacation, sick, holiday, and military); and
 - Agency Overtime Policy
 - Fiscal Control and Fund Accounting Procedures
 - Pursuit Policy (Law Enforcement Only)
 - In-Direct Cost Agreement (If Applicable)
- I. All training received under federal funded programs must be program related and the Sub-Grantee **must** maintain a copy of the certificate of completion and **must** be available for inspection in the Sub-Grantee grant file. A copy of the certificate of completion **must** be submitted to the MOHS for reimbursement of training expenses.
- J. A Property Inventory form **must** be completed for all equipment. All equipment cost exceeding \$1,000.00 and/or all computer equipment, will be tagged with a Department of Public Safety inventory control number. All equipment will be maintained on the MOHS inventory data base. All equipment purchased with grant funds must be available for inspection. A copy of the most current Property Inventory form must be available in the Agency's grant file.
- K. Implementation of Agreement: All Sub-Grantees **are required** to attend a mandatory grant implementation meeting. Failure to attend one (1) of the available mandatory grant implementation meetings will result in rescinding of the grant funds allocated for the project.
- L. Termination of Agreement:
- In the event of Sub-Grantee noncompliance with any of the provisions of this agreement, the MS Office of Highway Safety may terminate this Agreement by giving the Sub-Grantee a thirty (30) day notice. Before issuing notice of termination of this Agreement, the MS Office of Highway Safety, shall allow the Sub-Grantee a reasonable opportunity to correct noncompliance issues. For noncompliance with the

nondiscrimination section of this agreement or with any of the said rules, regulations or orders, this agreement may be canceled, terminated, or suspended in whole or in part.

- The Sub-Grantee may terminate its participation in this agreement by notifying and submitting the required closeout documentation to the MS Office of Highway Safety, thirty (30) days in advance of the termination date.
- Agreements: Unless otherwise authorized in writing by the MS Office of Highway Safety, the Sub-Grantee shall not assign any portion of the work to be performed under this Agreement, or execute any Agreement, amendment or change order thereto, or obligate itself in any manner with any third party with respect to its rights and responsibilities under this Agreement without the prior written concurrence of the MS Office of Highway Safety. Any subcontract under this Agreement must include all required and/or applicable clauses and provisions of this agreement.
- Sub-Grantee failure to meet all reporting, attendance at meeting(s), scheduled events and timely submission of reimbursement requests set forth in the Agreement by the MS Office of Highway Safety, may result in the withholding of reimbursement payments.

VI. UNALLOWABLE COST

Limitations and Conditions: The provisions stated in the following section are not intended to deny flexibility in supporting potential accident and injury reduction activities; however, the conditions do serve as a guide in describing costs that are **not allowable** for highway safety funding. See NHTSA Highway Safety Grant Funding Guidance.

The following are unallowable:

A. Unallowable Costs for Facilities and Construction:

- Highway construction, maintenance, or design other than design of safety features of highways incorporated into Roadway Safety guidelines
- Construction or reconstruction of permanent facilities, such as paving, driving ranges, towers and non-portable skid pads
- Highway safety appurtenances including longitudinal barriers (such as guardrails), sign supports (except as allowed under Allowable Costs with Conditions for selected Items, Part II.A.2.), luminaire supports, and utility poles (FHWA safety construction Federal-aid funds are available)
- Construction, rehabilitation, or remodeling for any buildings or structures or for purchase of office furnishings and fixtures;

Examples of office furnishings and fixtures

- | | | |
|-------------|------------------|--------------------------|
| • Chair | • Bookcase | • Portable Partition |
| • Table | • Filing Cabinet | • Picture, Wall Clock |
| • Shelving | • Floor Covering | • Draperies and Hardware |
| • Coat Rack | • Office Planter | • Fixed Lighting/Lamp |

- Land (except for SAFETEA-LU Section 2010 and MAP-21 Section 405(f) motorcycle safety grant funds used to purchase a facility which includes the purchase of land upon which the facilities sit.)

B. Unallowable Equipment Costs:

- Fixed and portable truck scales (Motor Carrier safety program funds are available for truck scales)
- Traffic signal preemption systems (FHWA Federal-aid highway program funds are available for traffic signal preemption systems)
- Automated traffic enforcement systems may not be purchased, operated, or maintained with Section 402 funds (including MAP-21 Section 405(b) High Seat Belt Use Rate funds, 405(d) Ignition Interlock

funds, 405(e) Distracted Driving funds, and 405(g) GDL funds, in which a State has been approved to use for any eligible project or activity under 23 USC 402). (23 CFR Part 1300.13(c)).

- Radars or other speed measuring devices using MAP-21 Section 405-Impaired Driving Countermeasures and SAFETEA-LU Section 410 Alcohol Impaired Driving Countermeasures grant funds.

C. Unallowable Training Costs:

- Training of employees of Federal civilian and Federal military agencies. Note: Training for Department of the Interior personnel who are assigned Section 402 responsibilities is covered under the 5 percent administrative allowance.
- An individual's salary while pursuing training (except when the individual's salary is already supported with highway safety funds under an approved project).
- Overtime for police officers attending drug recognition expert training.

D. Program Administration:

- General costs of government. For States, local governments and Indian Tribes, the general costs of government are unallowable (except as provided in § 200.475 Travel. Reference 2 CFR § 200.444 and 2 CFR § 200.475).
- NHTSA highway safety grant funds used to defray expenses incurred or sought to be incurred for activities of Federal civilian or military agencies or employees. For Department of the Interior, personnel expenditures for the Section 402 program are covered under the five percent administrative allowance.
- Alcoholic beverages for any consumption purposes or techniques for determining driver impairment are not allowable (See Part III, D.3.). Reference 2 CFR § 200.423.
- Drug impaired activities, equipment and drug impaired training is not allowable using Sections 154/164 funds.

E. Lobbying:

- Federal - the cost of influencing the U.S. Congress and Federal agency officials for activities associated with obtaining grants, contracts, cooperative agreements or loans.
- State and Local-No Federal funds may be used for any activity specifically designed to urge or influence a State or local legislator to favor or oppose the adoption of any specific legislative proposal pending before any State or local legislative body. Such activities include both direct and indirect (e.g., grassroots) lobbying activities, with one exception. This does not preclude a State official whose salary is supported with NHTSA funds to engage in direct contact with State or local legislative officials, in accordance with customary State practice, even if it urges legislative officials to favor or oppose the adoption of a specific pending legislative proposal. (23 CFR Part 1300)

F. Additional Items Unallowable:

- Cell phones and guns are **not** allowable for purchase with these funds under any circumstances.
- Costs for equipment purchases exceeding \$5,000.00, must have prior approval from NHTSA. The MS Office of Highway Safety will obtain the approval letter and provide a copy to the Sub-Grantee.
- Where major multi-purpose equipment is to be purchased, costs shall be factored, based on utilization for highway safety purposes.
- Costs for the following equipment items are allowable only if a part of a comprehensive program effort. All allowable equipment must be included on the Federal Conformation Product List (CPL):
 - (1) Police traffic radar and other speed measuring devices used by the police (devices must meet the recommended federal guidelines);
 - (2) Alcohol testing; and

(3) Mobile video systems.

- The cost of training is allowable using DOT/NHTSA developed, equivalent, or endorsed curriculum. Documentation must be provided in order to receive reimbursement for a Individual Officer's salary for training. MOHS will reimburse an officer's salary, as long as the proper documentation is submitted such as a Certificate of Completion or Certificate of Attendance.
- Development costs of new training curriculum and materials are allowable, if they will not duplicate materials already developed for similar purposes by DOT/NHTSA or by other states. This does not preclude modifications of present materials necessary to meet particular state and local instructional needs.
- Costs are **not** allowable to pay for an employee's salary while pursuing training, nor to pay the salary of the employee's replacement except where the employee's salary is supported 100% under an approved project.
- All training **must be** included within the grant Agreement. Only DUI (Alcohol) training is allowed under alcohol funding. Occupant protection training is allowed under occupant protection funding.
- Supplanting, includes: (a) replacing routine and/or existing State or local expenditures with the use of Federal grant funds and/or (b) using Federal grant funds for costs of activities that constitute general expenses required to carry out the overall responsibilities of State, local, or Federally-recognized Indian tribal governments.
- The MOHS **will not reimburse** for the assistance of providing training to law enforcement officers through specialized training activities, unless approved in the MOHS Agreement. Any training or training assistance that is claimed and not listed in the approved MOHS Agreement will not be reimbursed.
- Cost to purchase program advertising space in the mass communication media is **not** allowable for Sub-Grantees.

CERTIFICATIONS AND ASSURANCES
FEDERAL CERTIFICATIONS AND ASSURANCES

NONDISCRIMINATION
(APPLIES TO SUB RECIPIENTS AS WELL AS SUB-GRANTEES)

The Sub-Grantee will comply with all Federal statutes and implementing regulations relating to Nondiscrimination ("Federal Nondiscrimination Authorities"). These include but are not limited to:

- TITLE VI OF THE CIVIL RIGHTS ACT OF 1964 (42 U.S.C. 2000d *et seq.*, 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin) and 49 CFR part 21;
- THE UNIFORM RELOCATION ASSISTANCE AND REAL PROPERTY ACQUISITION POLICIES Act of 1970, (42 U.S.C. 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- FEDERAL-AID HIGHWAY ACT OF 1973, (23 U.S.C. 324 *et seq.*), AND TITLE IX OF THE EDUCATION AMENDMENTS OF 1972, as amended (20 U.S.C. 1681-1683 and 1685-1686) (prohibit discrimination on the basis of sex);
- SECTION 504 OF THE REHABILITATION ACT OF 1973, (29 U.S.C. 794 *et seq.*), as amended, (prohibits discrimination on the basis of disability) and 49 CFR part 27;
- THE AGE DISCRIMINATION ACT OF 1975, as amended, (42 U.S.C. 6101 *et seq.*), (prohibits discrimination on the basis of age);
- THE CIVIL RIGHTS RESTORATION ACT OF 1987, (Pub. L. 100-209), (broadens scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal aid recipients, sub-recipients and contractors, whether such programs or activities are Federally-funded or not);

- TITLES II AND III OF THE AMERICANS WITH DISABILITIES ACT (42 U.S.C. 12131-12189) (prohibits discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing) and 49 CFR parts 37 and 38;
- EXECUTIVE ORDER 12898, FEDERAL ACTIONS TO ADDRESS ENVIRONMENTAL JUSTICE IN MINORITY POPULATIONS AND LOW-INCOME POPULATIONS (prevents discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations); and
- EXECUTIVE ORDER 13166, IMPROVING ACCESS TO SERVICES FOR PERSONS WITH LIMITED ENGLISH PROFICIENCY (guards against Title VI national origin discrimination/discrimination because of limited English proficiency (LEP) by ensuring that funding recipients take reasonable steps to ensure that LEP persons have meaningful access to programs (70 FR 74087-74100).

The Sub-Grantee—

- Will take all measures necessary to ensure that no person in the United States shall, on the grounds of race, color, national origin, disability, sex, age, limited English proficiency, or membership in any other class protected by Federal Nondiscrimination Authorities, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any of its programs or activities, so long as any portion of the program is Federally-assisted;
- Will administer the program in a manner that reasonably ensures that any of its sub recipients, contractors, subcontractors, and consultants receiving Federal financial assistance under this program will comply with all requirements of the Non-Discrimination Authorities identified in this Assurance;
- Agrees to comply (and require any of its sub recipients, contractors, subcontractors, and consultants to comply) with all applicable provisions of law or regulation governing US DOT's or NHTSA's access to records, accounts, documents, information, facilities, and staff, and to cooperate and comply with any program or compliance reviews, and/or complaint investigations conducted by US DOT or NHTSA under any Federal Nondiscrimination Authority;
- Acknowledges that the United States has a right to seek judicial enforcement with regard to any matter arising under these Non-Discrimination Authorities and this Assurance;
- Agrees to insert in all contracts and funding agreements with other State or private entities the following clause:
 - “During the performance of this contract/funding agreement, the contractor/funding recipient agrees—
 - a. To comply with all Federal nondiscrimination laws and regulations, as may be amended from time to time;
 - b. Not to participate directly or indirectly in the discrimination prohibited by any Federal non-discrimination law or regulation, as set forth in appendix B of 49 CFR part 21 and herein;
 - c. To permit access to its books, records, accounts, other sources of information, and its facilities as required by the State highway safety office, US DOT or NHTSA;
 - d. That, in event a contractor/funding recipient fails to comply with any nondiscrimination provisions in this contract/funding agreement, the State highway safety agency will have the right to impose such contract/agreement sanctions as it or NHTSA determine are appropriate, including but not limited to withholding payments to the contractor/funding recipient under the contract/agreement until the contractor/funding recipient complies; and/or cancelling, terminating, or suspending a contract or funding agreement, in whole or in part; and

e. To insert this clause, including paragraphs (a) through (e), in every subcontract and sub agreement and in every solicitation for a subcontract or sub-agreement that receives Federal funds under this program.

POLITICAL ACTIVITY (HATCH ACT)

(APPLIES TO SUB RECIPIENTS AS WELL AS SUB-GRANTEES)

The Sub-Grantee will comply with provisions of the Hatch Act (5 U.S.C. 1501-1508), which limits the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

CERTIFICATION REGARDING FEDERAL LOBBYING

(APPLIES TO SUB RECIPIENTS AS WELL AS SUB-GRANTEES)

Certification for Contracts, Grants, Loans, and Cooperative Agreements

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

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions;
3. The undersigned shall require that the language of this certification be included in the award documents for all sub-award at all tiers (including subcontracts, subgrants, and contracts under grant, loans, and cooperative agreements) and that all sub recipients shall certify and disclose accordingly.

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

RESTRICTION ON STATE LOBBYING

(APPLIES TO SUB RECIPIENTS AS WELL AS SUB-GRANTEES)

None of the funds under this program will be used for any activity specifically designed to urge or influence a State or local legislator to favor or oppose the adoption of any specific legislative proposal pending before any

State or local legislative body. Such activities include both direct and indirect (e.g., “grassroots”) lobbying activities, with one exception. This does not preclude a State official whose salary is supported with NHTSA funds from engaging in direct communications with State or local legislative officials, in accordance with customary State practice, even if such communications urge legislative officials to favor or oppose the adoption of a specific pending legislative proposal.

CERTIFICATION REGARDING DEBARMENT AND SUSPENSION

(APPLIES TO SUB RECIPIENTS AS WELL AS SUB-GRANTEES)

Instructions for Primary Certification (Sub-Grantees)

1. By signing and submitting this proposal, the prospective primary tier participant is providing the certification set out below and agrees to comply with the requirements of 2 CFR parts 180 and 1200.
2. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective primary tier participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective primary tier participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.
3. The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the prospective primary tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default or may pursue suspension or debarment.
4. The prospective primary tier participant shall provide immediate written notice to the department or agency to which this proposal is submitted if at any time the prospective primary tier participant learns its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
5. The terms *covered transaction*, *civil judgment*, *debarment*, *suspension*, *ineligible*, *participant*, *person*, *principal*, and *voluntarily excluded*, as used in this clause, are defined in 2 CFR parts 180 and 1200. You may contact the department or agency to which this proposal is being submitted for assistance in obtaining a copy of those regulations.
6. The prospective primary tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction.
7. The prospective primary tier participant further agrees by submitting this proposal that it will include the clause titled “Instructions for Lower Tier Certification” including the “Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion—Lower Tier Covered Transaction,” provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions and will require lower tier participants to comply with 2 CFR parts 180 and 1200.

8. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant is responsible for ensuring that its principals are not suspended, debarred, or otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any prospective lower tier participants, each participant may, but is not required to check the System for Award Management Exclusions website (<https://www.sam.gov>)
9. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
10. Except for transactions authorized under paragraph 6 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal government, the department or agency may terminate the transaction for cause or default.

Certification Regarding Debarment, Suspension, and Other Responsibility Matters—Primary Tier Covered Transactions

- (1) The prospective primary tier participant 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 participating in 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 record, 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.
- (2) Where the prospective primary tier participant is unable to certify to any of the Statements in this certification, such prospective participant shall attach an explanation to this proposal.

Instructions for Lower Tier Certification

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below and agrees to comply with the requirements of 2 CFR parts 180 and 1200.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal

government, the department or agency with which this transaction originated may pursue available remedies, including suspension or debarment.

3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms *covered transaction*, *civil judgment*, *debarment*, *suspension*, *ineligible*, *participant*, *person*, *principal*, and *voluntarily excluded*, as used in this clause, are defined in 2 CFR parts 180 and 1200. You may contact the person to whom this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department of agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this proposal that it will include the clause titled “Instructions for Lower Tier Certification” including the “Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion—Lower Tier Covered Transaction,” without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions and will require lower tier participants to comply with 2 CFR parts 180 and 1200.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant is responsible for ensuring that its principals are not suspended, debarred, or otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any prospective lower tier participants, each participant may, but is not required to, check the System for Award Management Exclusions website (<https://www.sam.gov>).
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension or debarment.

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion—Lower Tier Covered Transactions

1. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in covered transaction by any Federal department or agency.
2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

BUY AMERICA ACT

(APPLIES TO SUB RECIPIENTS AS WELL AS SUB-GRANTEES)

The Sub-Grantee and each sub recipient will comply with the Buy America requirement (23 U.S.C. 313) when purchasing items using Federal funds. Buy America requires a State, or sub recipient, to purchase with Federal funds only steel, iron and manufactured products produced in the United States, unless the Secretary of Transportation determines that such domestically produced items would be inconsistent with the public interest, that such materials are not reasonably available and of a satisfactory quality, or that inclusion of domestic materials will increase the cost of the overall project contract by more than 25 percent. In order to use Federal funds to purchase foreign produced items, the Sub-Grantee must submit a waiver request that provides an adequate basis and justification for approval by the Secretary of Transportation.

PROHIBITION ON USING GRANT FUNDS TO CHECK FOR HELMET USAGE

(APPLIES TO SUB RECIPIENTS AS WELL AS SUB-GRANTEES)

The Sub-Grantee and each sub recipient will not use 23 U.S.C. Chapter 4 grant funds for programs to check helmet usage or to create checkpoints that specifically target motorcyclists.

MS OFFICE OF HIGHWAY SAFETY CERTIFICATIONS AND ASSURANCES

Alcohol/Impaired Driving/Occupant Protection/Police Traffic Services/ Law Enforcement Liaison (LEL) Coordination and High Visibility Enforcement (HVE) Participation Compliance **(Applies only to Law Enforcement Sub-Grantees)**

Law enforcement agencies funded with Federal Highway Safety funds administered by the MS Office of Highway Safety for the purpose of LEL Coordination and HVE Enforcement Participation must comply with the following:

1. Sub-Grantee with a LEL Network Coordinator Grant **must hold** a LEL Troop Network meeting to promote State/County/Local networking for the national blitz campaigns, blitz reporting, and PI&E efforts. **(LEL Coordination Sub-Grantees Only)**
2. Sub-Grantee with a LEL Network Coordinator Grant **must allow** the LEL network coordinators to assist the MS Office of Highway Safety in promoting and gathering statistics from the NHTSA national blitz campaigns. **(LEL Coordination Sub-Grantees Only)**
3. Sub-Grantee **must engage** in three (3) sustained enforcement blitz periods during the national campaigns for Christmas/New Year's, Memorial Day, and the Labor Day Holiday by conducting checkpoints and/or saturation patrols.

4. Sub-Grantee **must** engage in two (2) sustained enforcement blitz periods during Super Bowl Sunday, 4th of July Holiday Period, and any additional sustained enforcement periods coordinated by the MOHS by conducting checkpoints and/or saturation patrols during the state campaigns.
5. For each of the national blitz campaigns, Sub-Grantee **must maintain** relevant statistics and **submit** a mobilization form reporting the total number of checkpoints, saturation patrols, arrests and other citations/relevant statistics by the MOHS required deadline. Failure to comply with this requirement may result in delay of reimbursement payments.
6. Sub-Grantee **is required** to generate earned media (example: press conference, TV, radio, social media or print news articles) before, during, or after High Visibility Enforcement (HVE) state and national campaign events and must submit documentation with each activity report.
7. Law Enforcement Sub-Grantees **will use** the following criteria to help identify locations in each city/county for intensified enforcement including checkpoints and saturation patrols.
 - ☐ Unusual incidents of alcohol/ drug related crashes/fatalities;
 - ☐ Alcohol/ drug impaired driving violations;
 - ☐ Unusual number of nighttime single vehicle crashes/fatalities (Impaired, Unbelted and Speed);
 - ☐ Any other documented alcohol/ drug related vehicular incidents;
 - ☐ Citation data related to restrained and unrestrained occupants;
 - ☐ Unusual incidents of unbelted crashes/fatalities
 - ☐ Seatbelt/Child restraint violations;
 - ☐ Unusual incidents of teen crashes/fatalities; and
 - ☐ Unusual incidents of speed crashes/fatalities.

DUI/Impaired Enforcement Compliance

(Applies only to Sub-Grantees funded with Impaired Driving (405d), Alcohol (154) funds, and/or any Police Traffic Service (402) funds used for Impaired Driving and/or Alcohol enforcement)

Law enforcement agencies funded with Federal Highway Safety funds administered by the MS Office of Highway Safety for the purpose of DUI/Impaired Enforcement must comply with the following:

1. Sub-Grantee **agrees and commits** to have the Individual Officer(s) (if applicable) and/or other officers assigned to work DUI/Impaired overtime to engage their efforts during peak hours when most impaired drivers are likely driving under the influence.
 - Individual DUI/Impaired Officer(s) shift hours **will include 4:00 p.m. and no later than 7:00 a.m. and will include Thursday, Friday, Saturday and Sunday.**
 - Overtime hours for DUI/Impaired Enforcement **will include 4:00 p.m. and no later than 7:00 a.m. and will include Thursday, Friday, Saturday, and Sunday.**

Proper justification may be requested by MOHS regarding **other dates or time periods** within the jurisdiction for needed enforcement outside the above shifts.

2. Specific DUI/Impaired activities in which the DUI/Impaired officer(s) (if applicable) and/or other officers working overtime **will include** checkpoints, saturation patrols and other impaired driving enforcement activities as designated.
3. The Sub-Grantee **will engage** in national campaigns endorsed by the National Highway Traffic Safety Administration.
4. The Sub-Grantee **will engage** in **all** activities as described in the High Visibility Enforcement (HVE) Participation Compliance.
5. The Sub-Grantee **will engage** in sustained enforcement blitz periods during Super Bowl Sunday, 4th of July Holiday Period, and any additional sustained enforcement periods coordinated by the MOHS by conducting checkpoints and/or saturation patrols during the state campaigns.
6. The Sub-Grantee **will generate** earned media (example: press conference, TV, social media, radio or print news articles) either before, during, or after High Visibility Enforcement (HVE) national campaign events and must submit documentation with each quarterly report.

Occupant Protection/Police Traffic Services

High Visibility Enforcement (HVE)

Applies only to Sub-Grantee funded with 402 (OP), 402(PTS) or 405(B)

Law enforcement agencies funded with Federal Highway Safety funds administered by the MS Office of Highway Safety for the purpose of Occupant Protection/Police Traffic Service Enforcement must comply with the following:

1. Sub-Grantee funded under a 402/405(b) Occupant Protection/Police Traffic Services Federal grant funds **must participate** in the National Click It or Ticket Campaign Mobilization and Child Passenger Safety week.
2. Sub-Grantee **will submit** forms containing the number of child restraint/safety belt citations, etc. and **submit** by the reporting deadline set forth by the MS Office of Highway Safety for the National Click It or Ticket Campaign. Failure to comply with this requirement may result in the delay of reimbursement payments.
3. Sub-Grantee **will generate** earned media (example: press conference, TV, social media, radio or print news articles) either before, during, or after High Visibility Enforcement (HVE) national campaign events and must submit documentation with each activity report.

Audit Requirements:

Law enforcement, state, local, non-profit agencies funded with Federal Highway Safety funds administered by the MS Office of Highway Safety for the purpose of grant activity must comply with the following (2 CFR§200.501):

(a) *Audit required.* A non-Federal entity that expends \$750,000 or more during the non-Federal entity's fiscal year in Federal awards must have a single or program-specific audit conducted for that year in accordance with the provisions of this part.

(b) *Single audit.* A non-Federal entity that expends \$750,000 or more during the non-Federal entity's fiscal year in Federal awards must have a single audit conducted in accordance with §200.514 Scope of audit except when it elects to have a program-specific audit conducted in accordance with paragraph (c) of this section.

(c) *Program-specific audit election.* When an auditee expends Federal awards under only one Federal program (excluding R&D) and the Federal program's statutes, regulations, or the terms and conditions of the Federal award do not require a financial statement audit of the auditee, the auditee may elect to have a program-specific audit conducted in accordance with §200.507 Program-specific audits. A program-specific audit may not be elected for R&D unless all of the Federal awards expended were received from the same Federal agency, or the same Federal agency and the same pass-through entity, and that Federal agency, or pass-through entity in the case of a sub recipient, approves in advance a program-specific audit.

(d) *Exemption when Federal awards expended are less than \$750,000.* A non-Federal entity that expends less than \$750,000 during the non-Federal entity's fiscal year in Federal awards is exempt from Federal audit requirements for that year, except as noted in §200.503 Relation to other audit requirements, but records must be available for review or audit by appropriate officials of the Federal agency, pass-through entity, and Government Accountability Office (GAO).

(e) *Federally Funded Research and Development Centers (FFRDC).* Management of an auditee that owns or operates a FFRDC may elect to treat the FFRDC as a separate entity for purposes of this part.

(f) *Sub-recipients and Contractors.* An auditee may simultaneously be a recipient, a sub recipient, and a contractor. Federal awards expended as a recipient or a sub recipient are subject to audit under this part. The payments received for goods or services provided as a contractor are not Federal awards. Section §200.331 Sub recipient and contractor determinations sets forth the considerations in determining whether payments constitute a Federal award or a payment for goods or services provided as a contractor.

(g) *Compliance responsibility for contractors.* In most cases, the auditee's compliance responsibility for contractors is only to ensure that the procurement, receipt, and payment for goods and services comply with Federal statutes, regulations, and the terms and conditions of Federal awards. Federal award compliance requirements normally do not pass through to contractors. However, the auditee is responsible for ensuring compliance for procurement transactions which are structured such that the contractor is responsible for program compliance or the contractor's records must be reviewed to determine program compliance. Also, when these procurement transactions relate to a major program, the scope of the audit must include determining whether these transactions are in compliance with Federal statutes, regulations, and the terms and conditions of Federal awards.

(h) *For-profit sub recipient.* Since this part does not apply to for-profit sub recipients, the pass-through entity is responsible for establishing requirements, as necessary, to ensure compliance by for-profit sub recipients. The

agreement with the for-profit sub recipient must describe applicable compliance requirements and the for-profit sub recipient's compliance responsibility. Methods to ensure compliance for Federal awards made to for-profit sub recipients may include pre-award audits, monitoring during the agreement, and post-award audits. See also §200.332 Requirements for pass-through entities.

Sub-Grantees are required to provide a copy of the jurisdiction/agency(s) most recent financial audit with the submission of the Grant Application. If the agency receives an updated audit during the grant year, the agency is required to provide a copy of the audit to the MOHS.

STATE CERTIFICATION AND ASSURANCE

**CERTIFICATION AND STANDARD ASSURANCE REQUIREMENT FOR:
(APPLIES TO SUB RECIPIENTS AS WELL AS SUB-GRANTEES)**

CONCERNING: STATE, COUNTY AND LOCAL EMERGENCY RESPONSE AND VEHICULAR PURSUIT POLICIES

When truly applicable and in full cooperation with the MS Office of Highway Safety, all grant and/or Sub-Grantee recipients (regardless of the type of entity or the amount awarded) must show substantial compliance with the following statutory requirement: On or after January 1, 2005, each state, county and local law enforcement agency that conducts emergency response and vehicular pursuits shall adopt written policies and training procedures that set forth the manner in which these operations shall be conducted. Each law enforcement agency may create its own policies or adopt an existing model. All pursuit policies created or adopted by any law enforcement agency must address situations in which police pursuits cross over into other jurisdictions. Law enforcement agencies which do not comply with the requirements of this provision are subject to the withholding of any state funding or state administered federal funding.

MS Code Annotated § 45-1-43, effective from and after July 1, 2004.

The obligation of a Sub-Grantee is to formulate, implement, and maintain certain written pursuit policies and training procedures which specifically set forth how these operations shall be conducted in accordance with State law. Note that "recipient" means any state, county or local law enforcement agency that conducts emergency response and vehicular pursuits and which may also receive any state funding or state administered federal funding.

A true copy of the law enforcement agency's emergency response and vehicular pursuit policy with pertinent training procedures must be retained in the agency grant file and be available for review. However, when otherwise allowed to submit an alternative for the required documentary confirmation, recipient must specifically identify and acknowledge the use of viable pertinent policies and training procedures, as these factors may be especially expressed through an appropriate letter or timely memorandum of understanding. All relevant information submitted or received by the MOHS, becomes an actual documented part of the grant documentation and thus will be placed within the MOHS master file for grants.

During any occurrence or time period for application, selection, award, implementation or close out of a grant or an award, if the grantee, Sub-Grantee, or recipient does not show compliance with the statute emphasized above, the grantee, Sub-Grantee or recipient is subject to the withholding of any state funding or state administered federal funding. Failure of grantee, Sub-Grantee or recipient to communicate the relevant policy that is required by statute may lead to adverse cost adjustment, disallowance of costs and/or recovery of

As the Authorized Official for, City of Hattiesburg **(Sub-Grantee Name)**, I certify by my signature below, that I have fully read and I am cognizant of our duties and responsibilities under the emergency response and vehicular pursuit policies statute. Therefore, I hereby comply with this Certification and Standard Assurance requirement by retaining true copy of the applicable state, county or local emergency response and vehicular pursuit policies with training procedures which are pertinent to this organization. A copy of the vehicular pursuit policy must be maintained in the Sub-Grantee agency grant file.

Authorizing Official's Title

Authorizing Official's Title

LOCAL GOVERNMENTAL RESOLUTION AGREEMENT AND AUTHORIZATION TO PROCEED

WHEREAS, the City of Hattiesburg
(Governing Body of Unit of Government)

Herein called the “**SUB-GRANTEE**” has thoroughly considered the problem addressed in the application (Program Source) 154 ALCOHOL and has reviewed the project described in the agreement; and

WHEREAS, under the terms of Public Law 89-564 as amended, the United States of America has authorized the Department of Transportation, through the Mississippi Office of Highway Safety to make federal contracts to assist local governments in the improvement of highway safety,

NOW THEREFORE BE IT RESOLVED BY THE City of Hattiesburg
(Governing Body of Unit of Government)

IN THE JURISDICTION Hattiesburg **MISSISSIPPI, THIS** 20th **Day of**
September, **20** 22 **AS**

FOLLOWS:

1. That the project above is in the best interest of the Sub-Grantee and the general public.
2. Mayor Toby Barker
(Name and Title of Representative) is authorized to accept, on behalf of the Sub-Grantee, an award in the form prescribed by the MS Office of Highway Safety for federal funding in the amount of \$ 83,853.64 to be made to the Sub-Grantee defraying the cost
(Federal Dollar Requested) of the project described in the award.
3. One original or certified copy of this resolution must be included as part of the award referenced above.
4. That this resolution shall take effect immediately upon its adoption.

(If Applicable)

DONE AND ORDERED IN OPEN MEETING BY Mayor Toby Barker
(Chairman of Board/Mayor)

Alderman/Councilperson _____ offered the foregoing resolution and moved its adoption, which was seconded by Alderman/Councilperson _____ and, was duly adopted.

Date: 9/20/2022

Seal (City/County Seal is required)

Attest: _____

By: Kermas Eaton, City Clerk
(Blue Ink)

Mississippi Office of Highway Safety Designation of Secondary Signatory Official

Pursuant to the MS Department of Public Safety's requirements that the signatory official is the only person authorized to sign official documentation in relation to the sub-grant, such as monthly financial cost reporting worksheets, the (agency/department name) City of Hattiesburg has authorized and approved (print designated secondary signatory official name) Lisa Hanson to sign any/all forms related to this contract.

Upon approval of this request said person will then be **Responsible/Liable**, as the signatory official, for claims submitted by them to this agency. The approval of this request will allow this person to complete required documentation in the absence and/or on behalf of the signatory official.

Name: Lisa Hanson Title: Comptroller
(Designated Secondary Signatory Official)

Organization Name: City of Hattiesburg

Mailing Address: P.O. Box 1898

City: Hattiesburg Zip Code: 39403-1898

Telephone Number: (601) 554-1034 Cellular Number: ()

Email Address: lhanson@hattiesburgms.com

Signature of Designated Secondary Signatory Official: 

Appointed by Authorizing Official: Toby Barker Date: 9/20/2022
(Mayor, Board President, Commissioner, Director) (Print Name)

Signature: Title: Mayor
(Authorizing Official)



Memorandum

To: Mayor Toby Barker and Members of City Council
From: Ronda Kennedy, Clerk of Council
cc:
Date: Tuesday, September 20, 2022
Re: Approve the minutes for the September 6 & 13, 2022 meetings of the City Council.
File Number: 2022-686
Minute Book #

Summary

According to Miss. Code Ann. § 21-15-33, "the minutes of every municipality must be adopted and approved by a majority of all the members of the governing body of the municipality at the next regular meeting or within thirty (30) days of the meeting thereof, whichever occurs first....."

Recommendation Statement

I recommend approval of the minutes.

Please place this on the September 20, 2022 City Council meeting for consideration.

Published Agenda



**Tuesday, September 6, 2022
4:00 PM**

**City Council
Tuesday Meeting Agenda**

**Council Chambers
200 Forrest Street**

Call to Order

Call to Prayer and Pledge of Allegiance

Public Hearing

1. **2022-627** Hold Public Hearing to determine if certain properties are in such a state of uncleanness so as to be a menace to the health and safety of the community, according to the provision of MS Code 1972, Section 21-19-11.
- Attachments: PH 09 06 2022 Request to Set Public Hearing Memo
 1. 57 Golf Course Road Case History FINAL
 2. 102 Ellis Drive Case History FINAL
 3. 103 Plantation Place Drive Case History FINAL
 4. 105 Plantation Place Drive Case History FINAL
 5. 112 B Ellis Drive Case History FINAL
 6. 114 Ellis Drive Case History FINAL
 7. 118 Ellis Drive Case History FINAL
 8. 120 Ellis Drive Case History FINAL
 9. 6574 Hwy 49 Case History FINAL
 10. Hwy 49 North Case History FINAL
2. **2022-629** Hold Public Hearing to hear public comment on the proposed Motor Vehicle Assessment Schedule for the City of Hattiesburg for the Fiscal year beginning October 1 , 2022 and ending September 30, 2023, pursuant to order adopted on August 2,2022 at file 2022-554.

Citizen's Forum

Presentation Agenda

Agenda Adjustments

- **After public hearing on the proposed budget, Add Adopt a Resolution levying ad valorem taxes on all taxable properties within the City of Hattiesburg for the purpose of raising revenue for said City for the fiscal year beginning October 1, 2022 and ending September 30, 2023.**

POLICY AGENDA

1. **2022-640** Approve the minutes for the August 15 & 16, 2022 meetings of the City Council.
2. **2022-637** Adopt a Resolution for final approval of the Motor Vehicle Assessment Schedule for Fiscal year 2022-2023; authorize publication of same.
3. **2022-628** Adopt Resolutions condemning the following properties as unclean and a menace to the health and safety of the community.
4. **2022-643** Adopt a Resolution setting Public Hearing on Monday, October 3rd, 2022 at 4:00 p.m. in the City Council Chambers located at City Hall to determine if certain properties are in such a state of uncleanness so as to be a menace to the health and safety of the community, according to the provision of MS Code 1972, Section 21-19-11.
5. **2022-634** Adopt a Resolution finding and determining that the Resolution adopted on August 2, 2022, declaring the intention of the Mayor and the City Council of the City of Hattiesburg to issue general obligation bonds of the City, was duly published as required by law; that no sufficient protest described in said Resolution has been filed by the qualified electors; and for related purposes; and authorize execution of said Resolution.
6. **2022-667** Adopt a Resolution determining (I) the necessity and invoking the authority granted with respect to Tax Increment Financing as set forth in section 21-45-1 *ET SEQ.*, of the Mississippi Code of 1972, as amended; (II) amending the Tax Increment Financing Plan, Midtown Hattiesburg Project, City of Hattiesburg, Mississippi, February 2014, as amended for the Elam Arms Development, February 2016, as amended June 2016, and as amended and restated for the Midtown Montevista Project August 2022; (III) and that a public hearing be conducted on September 19, 2022, at 4:00 pm in the City Council Chambers located at City Hall in connection with the TIF Plan;and for related purposes.
7. **2022-636** Adopt a Resolution de-obligating a portion of funds received from the U.S. Department of Treasury under the American Rescue Act's State and Local Fiscal Recovery Fund, previously

- allocated for the purchase of sanitation trucks, adopted at Minute Book # 2021-358 on February 8, 2022, Resolution # 2202-5.
- 8. **2022-608** Adopt a Resolution declaring certain vehicles & equipment as surplus(per attached memo) and authorize sale of said vehicles & equipment at auction and remove them from the City's inventory of the Parks and Recreation Department (Community Centers Division).
 - 9. **2022-657** Adopt the September 6, 2022 Amendments to the Budget for the City of Hattiesburg for the fiscal year ending September 30, 2022 and Adopt Resolution authorizing publication of amendments for funds in excess of 10% of the original appropriation fund balance.
 - 10. **2022-639** Adopt a Resolution authorizing submittal of application to the Mississippi Arts Commission for the Building Fund for the Arts program, and approve commitment of local matching funds.
 - 11. **2022-662** Adopt a Resolution authorizing the submittal of applications to the Mississippi Municipal and County Water Infrastructure ("MCWI") Grant Program and designating its authorized representatives to execute the application.
 - 12. **2022-648** Adopt a Resolution authorizing the submittal of an application to the Bridge Investment Program and designating its authorized representative to execute the application.
 - 13. **2022-671** Approve Interlocal Agreement with University of Southern Mississippi, City of Hattiesburg and Forrest County for the provision of law enforcement services.
 - 14. **2022-668** Approve Contract between the City of Hattiesburg and NEVLO, LLC, to provide entertainment, recreational and food services at Gordon's Creek Commons.
 - 15. **2022-669** Approve Lease Purchase Option between City of Hattiesburg and Marlow, LLC, for parcel # 2-029J-10-159.02, PPIN # 46335 as per attached agreement.
 - 16. **2022-631** Approve Lighting Agreement with Mississippi Power Company for additional lighting on McInnis Loop (SW Hattiesburg) for a monthly cost savings of \$8.10; authorize the Mayor to execute the same.
 - 17. **2022-630** Approve Lighting Agreement with Mississippi Power Company for additional lighting from S 25th to S 21st Avenues at a monthly savings of \$27.84. Authorize the Mayor to execute the same.
 - 18. **2022-638** Approve Lighting Agreement with Mississippi Power Company for additional lighting on Westover Drive for a monthly cost savings of \$17.40; authorize Mayor to execute the same.
 - 19. **2022-632** Approve Lighting Agreement with Mississippi Power Company for additional lighting on Broad, San Antonio, Xavier, West Cooper and Capitol Streets for a monthly cost savings of \$37.44; authorize Mayor to execute the same.
 - 20. **2022-651** Approve Lighting Agreement with Mississippi Power Company for additional lighting on Fernway Drive, Ashley Circle and next street to West for a monthly increase of \$75.90; authorize Mayor to execute the same.
 - 21. **2022-650** Approve Lighting Agreement with Mississippi Power Company for additional lighting on Duane Street, Myrtle Street and Hutchinson Avenue for a monthly savings of \$7.55; authorize Mayor to execute the same.
 - 22. **2022-645** Approve Lighting Agreement with Mississippi Power Company for additional lighting at 49 Forrest Hills Drive for a monthly cost of \$8.43; authorize Mayor to execute the same.
 - 23. **2022-653** Approve Agreement with Neel-Schaffer, Inc. for engineering services related to the design phase of the 4th Street Pathway Project (Thornhill Drive to 38th Avenue) and authorize the Mayor to execute in duplicate.
 - 24. **2022-654** Approve Agreement with Neel-Schaffer, Inc. for engineering services related to the design phase of the 4th Street Pathway Project (38th Avenue to 34th Avenue) and authorize the Mayor to execute in duplicate.
 - 25. **2022-649** Approve Contract with Shows, Dearman and Waits, Inc. for engineering services related to the Annie Christie Fire Lines Project and authorize the Mayor to execute in duplicate.
 - 26. **2022-604** Approve the State holiday schedule as the City's holidays for the fiscal year 2022-2023 in accordance with MS Code 3-3-7, per attached list.
 - 27. **2022-647** Approve Amended Subrecipient Agreement with Breakthrough Community Services to provide Emergency Repairs in connection with the City's CDBG/HOME Housing Rehabilitation/Reconstruction and Repair Grant Program and authorize the Mayor to execute the same
 - 28. **2022-666** Approval of amended budget for the Hattiesburg Convention Commission for FY2022.
 - 29. **2022-652** Approve submission of a grant application to Mississippi Department of Environmental Quality (MDEQ) for the Solid Waste Assistance Grant in the amount of \$75,000.00 to fund a Household Hazardous Waste "Right Way to Throw Away Day;" and authorize the Mayor to execute the same in duplicate. The grant requires the city to provide \$25,000.00 in matching funds.
 - 30. **2022-660** Acknowledge receipt of a grant offer from the Mississippi Department of Transportation Aeronautics Division in the amount of \$8,334.00 for the Bobby L. Chain Airport Taxiway Realignment and Signage Design project (AIP Project No. 3-28-0031-032-2022); Authorize the Mayor to accept the offer and execute the agreement in triplicate.

- 31. 2022-661 Acknowledge bids received July 28, 2022 for the Water Plant #1 Rehabilitation-Phase II project and accept the bid from Hemphill Construction Company, Inc. for the amount of \$1,605,000.00; Authorize the Mayor to execute contracts upon preparation.
- 32. 2022-659 Acknowledge bids received August 25, 2022 for the Midtown Green Park Drainage Improvements project and accept the bid from Myers Underground Utilities in the amount of \$266,127.00; Authorize the Mayor to execute contracts upon preparation.
- 33. 2022-665 Acknowledge receipt of and approve the 2023 budget of the Hattiesburg Convention Commission.
- 34. 2022-655 Acknowledge receipt of a Court Order from the Special Court of Eminent Domain, Forrest County, granting City of Hattiesburg immediate title and possession to a certain property, more fully described in the order, required for the 28th Avenue North Bridge Replacement Project; Authorize issuance of a manual check to the court in payment of compensation and damages.
- 35. 2022-635 Ratify and confirm the Mayor's appointment of James T. Tisdale to the Pinebelt Regional solid Waste Authority to fill the unexpired term of Terrell Tisdale, for a term beginning September 6, 2022 and ending June 30, 2023.
- 36. 2022-670 Ratify and confirm the Mayor's appointment of Kate Howard to the Civil Service Commission to fill the unexpired term of Leigh Ann Underwood, for a term beginning September 6, 2022 and ending January 1, 2023.
- 37. 2022-672 Adopt a Resolution appointing Wiley Quinn as the Director of the Urban Development Department.

ROUTINE AGENDA

- 1. 2022-633 Acknowledge receipt of fiscal year 2021 audit and fiscal year 2023 Budget from AAA Ambulance Service.
- 2. 2022-607 Acknowledge receipt of the 2021 Mobile Street Festival expenditure report.
- 3. 2022-642 Approve revised Housing Rehabilitation and Housing Repair Grants Program Guidelines manual (CDBG) (Dated August 2022) {Entitlement}
- 4. 2022-609 Approve and authorize issuance of manual checks for CDBG/HOME Program Claims per attached Memorandum. {CDBG Entitlement/HOME}
- 5. 2022-656 Approve plans and specifications for the Hall Avenue West Phase II - Roadway project (FBLD-8769-00(001)LPA/108639-802000) and authorize advertisement for bids contingent upon MDOT approval to advertise.
- 6. 2022-606 Approve specifications and authorize publication of an advertisement for one (1) or more newer buses for Mass Transit.
- 7. 2022-644 Approve and authorize publication of Notice for Request for Qualifications for Qualified Eligible Contractors for the City of Hattiesburg's CDBG/HOME Programs {Entitlement}
- 8. 2022-641 Approve the sale of grave spaces, per attached Memo's, Receipts and deeds.
- 9. 2022-605 Approve claims docket for the period ending August 31, 2022.

Work Session

- 1. 2022-673 FOG (Fat, Oils, Grease) Program, presented by City Engineer, Lamar Rutland and Shae McNeese of Shows, Dearman & Waits, Inc.

5:30 p.m. - Public Hearing on the proposed budget and tax levies for fiscal year ending September 30, 2023

- 1. 2022-674 Adopt A Resolution levying ad valorem taxes on all of the taxable property within the City of Hattiesburg, Mississippi, for the purpose of raising revenue for said city for the fiscal year beginning October 1, 2022, and ending September 30, 2023.

Request for closed session to determine executive session on a litigation matter.

In Memoriam:

- Mr. Dennis “Denny” Behm
- Mr. Steve Seale
- Mrs. Ontanell Molette
- Retired Colonel Joseph D. Young
- Mr. Howard Lee Gilbert, Sr.
- Mrs. Vaughnceil Bourne Woods
- Mr. Vernon “Skip” Matthew
- Dr. Katherine “Katie” Fokakis Patterson
- Retired Assistant Fire Chief Otis Rowell
- Mr. Herbert V. Kohler, Jr.
- Mr. Bobby Ray James

Meeting Adjourn

Call to Order

BE IT REMEMBERED that the **regular meeting of the Hattiesburg City Council was held at 4:00 p.m. Tuesday, September 6, 2022**, in Council Chambers at City Hall; same being from a recessed meeting held on August 16, 2022.

Those present included Mayor Toby Barker and members of the City Council Jeffrey George, Ward 1; Deborah Delgado, Ward 2; Carter Carroll, Ward 3; Dave Ware, Ward 4; and Nicholas Brown, Ward 5. Others in attendance included Director of Administration/City Clerk, Kermas Eaton; City Attorney, Randy Pope; Clerk of Council, Ronda S. Kennedy; Deputy Clerk of Council, Lisa Luu Jolly; City staff members; media; and the public.

Council President George Called the meeting to order.

Call to Prayer and Pledge of Allegiance

The prayer was given by Reverend Taurean Easterling.

The Pledge of Allegiance was led by Council President George.

Public Hearing on Unsafe Properties

BE IT REMEMBERED that the Hattiesburg City Council held a **Public Hearing on unsafe properties at 4:04 p.m. Tuesday, September 6, 2022**, in Council Chambers at City Hall, pursuant to order adopted August 2, 2022, at Minute Book 2021 Page 510, to determine if the following properties are in such a state of uncleanliness so as to be a menace to the health and safety of the community.

Council President George called the meeting to order and explained the procedures.

1. **2022-627** Hold Public Hearing to determine if certain properties are in such a state of uncleanliness so as to be a menace to the health and safety of the community, according to the provision of MS Code 1972, Section 21-19-11.

Attachments: PH 09 06 2022 Request to Set Public Hearing Memo
 1. 57 Golf Course Road Case History FINAL
 2. 102 Ellis Drive Case History FINAL
 3. 103 Plantation Place Drive Case History FINAL
 4. 105 Plantation Place Drive Case History FINA
 5. 112 B Ellis Drive Case History FINAL
 6. 114 Ellis Drive Case History FINAL
 7. 118 Ellis Drive Case History FINAL
 8. 120 Ellis Drive Case History FINAL
 9. 6574 Hwy 49 Case History FINAL
 10. Hwy 49 North Case History FINAL

Code Enforcement Manager, Wiley Quinn, presented the properties to be considered. Mr. Quinn recommended the that the Council adopt resolutions determining the properties are in such a state of uncleanliness so as to be a menace to the health and safety of the community, providing a specified period of time to remove the violations, and declaring the City's intent to take action to clear violations and charge the cost plus penalty against the property if the violations are not resolved in the specified period of time. He recommended resolutions allowing homeowners 15 days to resolve violations.

There were no citizens present who wished to address the Council regarding properties listed for the public hearing.

By unanimous consent, Council President George closed the public hearing at 4:11 and proceeded with the Public Hearing for the Motor Vehicle Assessment Schedule Fiscal Year 2022-2023.

Public Hearing for the Motor Vehicle Assessment Schedule

BE IT REMEMBERED that the Hattiesburg City Council held a **Public Hearing at 4:11 p.m. Tuesday, September 6, 2022**, in Council Chambers at City Hall to hear public comment on the proposed Motor Vehicle Assessment Schedule for the City of Hattiesburg for the Fiscal Year beginning October 1, 2022 and ending September 30, 2023, pursuant to order adopted August 2, 2022 at File # 2022-554.

Council President George called the Public Hearing to order and explained the procedures.

Council President Carroll asked for public comment on the proposed Motor Vehicle Assessment for 2022-2023.

There were no citizens present who wished to comment.

Council President George closed the public hearing at 4:12 p.m. and proceeded with the Citizen's Forum.

Citizen's Forum

Council Vice President Ware proceeded with the Citizens' Forum.

He stated the procedures and invited members of the public to speak.

There were no citizens present who wished to address the Council.

Council Vice President Ware closed the Citizen Forum.

Presentation Agenda

The PRESENTATION AGENDA came before the Council.

Mayor Barker presented a certificate of recognition to the following officers for their efforts in de-escalating a situation. The officers used their crisis intervention team training skills (CIT) to calm the person down before encouraging treatment.

- James Harrison
- Christopher Sumrall
- Eric Lopez

The City Council members also presented Clerk of Council, Ronda S. Kennedy, and Deputy Clerk of Council, Lisa Luu Jolly, their hard earn Master Municipal Clerk (MMC) plaques awarded by the International Institute of Municipal Clerks (IIMC).

There were no other presentations at this time.

Agenda Adjustments

After public hearing on the proposed budget, Add Adoption of a Resolution levying ad valorem taxes on all taxable properties within the City of Hattiesburg for the purpose of raising revenue for said City for the fiscal year beginning October 1, 2022 and ending September 30, 2023.

- 1. **2022-674** Adopt A Resolution levying ad valorem taxes on all of the taxable property within the City of Hattiesburg, Mississippi, for the purpose of raising revenue for said city for the fiscal year beginning October 1, 2022, and ending September 30, 2023.

A MOTION was made by Council Delgado and seconded by Council Member Brown to Add Adoption of a Resolution levying ad valorem taxes on all taxable properties within the City of Hattiesburg for the purpose of raising revenue for said City for the fiscal year beginning October 1, 2022 and ending September 30, 2023 after the public hearing on the proposed budget.

There being no discussion, the Motion received the affirmative vote of the Council as follows:

Yeas: 5 - George, Delgado, Carroll, Ware and Brown
Nays: 0

POLICY AGENDA

The POLICY AGENDA came before the Council.

- 1. **2022-640** Approve the minutes for the August 15 & 16, 2022 meetings of the City Council.

 Attachments: 8-15-2022 AR, BP, XS Mins.
 8-16-2022 BP Mins

A MOTION was made by Council Member Carroll and seconded by Council Member Brown to Approve the minutes for the August 15 & 16, 2022 meetings of the City Council.

There being no discussion, the Motion received the affirmative vote of the Council as follows:

Yeas: 5 - George, Delgado, Carroll, Ware and Brown
Nays: 0

- 2. **2022-637** Adopt a Resolution for final approval of the Motor Vehicle Assessment Schedule for Fiscal year 2022-2023; authorize publication of same.

 Attachments: Motor Veh Resolution to adopt - Copy
 FINAL - UAS 2022-2023

A MOTION was made by Council Member Carroll and seconded by Council Member Brown to Adopt a Resolution (#2022-94) for final approval of the Motor Vehicle Assessment Schedule for Fiscal year 2022-2023; authorize publication of same.

There being no discussion, the Motion received the affirmative vote of the Council as follows:

Yeas: 5 - George, Delgado, Carroll, Ware and Brown
Nays: 0

- 3. **2022-628** Adopt Resolutions condemning the following properties as unclean and a menace to the health and safety of the community.

 Attachments: PH 09 06 2022 dopt Resolution to Condemn Memo
 Case # 1 - 57 Golf Course Road Condemnation

Case # 2 - 102 Ellis Drive Condemnation
Case # 3 - 103 Plantation Place Drive Condemnation
Case # 4 - 105 Plantation Place Drive Condemnation
Case # 5 - 112 B Ellis Drive Condemnation
Case # 6 - 114 Ellis Drive Condemnation
Case # 7 - 118 Ellis Drive Condemnation
Case # 8 - 120 Ellis Drive Condemnation
Case # 9 - 6574 US Hwy 49 N Condemnation
Case # 10 - Hwy 49 N Condemnation

A MOTION was made by Council Member Carroll and seconded by Council Member Brown to Adopt Resolutions (#2022-95-104) condemning the following properties as unclean and a menace to the health and safety of the community.

There being no discussion, the Motion received the affirmative vote of the Council as follows:

Yeas: 5 - George, Delgado, Carroll, Ware and Brown

Nays: 0

4. **2022-643** Adopt a Resolution setting Public Hearing on Monday, October 3rd, 2022 at 4:00 p.m. in the City Council Chambers located at City Hall to determine if certain properties are in such a state of uncleanliness so as to be a menace to the health and safety of the community, according to the provision of MS Code 1972, Section 21-19-11.

Attachments: PH 10 03 2022 Request to Set Public Hearing Memo
 PH 10 03 2022 Resolution

A MOTION was made by Council Member Carroll and seconded by Council Member Brown to Adopt a Resolution (#2022-105) setting Public Hearing on Monday, October 3rd, 2022 at 4:00 p.m. in the City Council Chambers located at City Hall to determine if certain properties are in such a state of uncleanliness so as to be a menace to the health and safety of the community, according to the provision of MS Code 1972, Section 21-19-11.

There being no discussion, the Motion received the affirmative vote of the Council as follows:

Yeas: 5 - George, Delgado, Carroll, Ware and Brown

Nays: 0

5. **2022-634** Adopt a Resolution finding and determining that the Resolution adopted on August 2, 2022, declaring the intention of the Mayor and the City Council of the City of Hattiesburg to issue general obligation bonds of the City, was duly published as required by law; that no sufficient protest described in said Resolution has been filed by the qualified electors; and for related purposes; and authorize execution of said Resolution.

Attachments: COH MS General Obligation Bonds (GO) (2022) (232201) -No
 Protest and Bond Resolution
 Executed Resolution #2022-69 declaring intent to issue GOB Bonds NTE
 \$5,5000,000

A MOTION was made by Council Member Carroll and seconded by Council Member Delgado to Adopt a Resolution (#2022-106) finding and determining that the Resolution adopted on August 2, 2022, declaring the intention of the Mayor and the City Council of the City of Hattiesburg to issue general obligation bonds of the City, was duly published as required by law; that no sufficient protest described in said Resolution has been filed by the qualified electors; and for related purposes; and authorize execution of said Resolution.

There being no discussion, the Motion received the affirmative vote of the Council as follows:

Yeas: 5 - George, Delgado, Carroll, Ware and Brown

Nays: 0

6. **2022-667** Adopt a Resolution determining (I) the necessity and invoking the authority granted with respect to Tax Increment Financing as set forth in section 21-45-1 ET SEQ., of the Mississippi Code of 1972, as amended; (II) amending the Tax Increment Financing Plan, Midtown Hattiesburg Project, City of Hattiesburg, Mississippi, February 2014, as amended for the Elam Arms Development, February 2016, as amended June 2016, and as amended and restated for the Midtown Montevista Project August 2022; (III) and that a public hearing be conducted on September 19, 2022, at 4:00 pm in the City Council Chambers located at City Hall in connection with the TIF Plan;and for related purposes.

Attachments: Resolution Setting Public Hearing-Midtown Montevista TIF

A MOTION was made by Council Member Carroll and seconded by Council Member Delgado to Adopt a Resolution (#2022-107) determining (I) the necessity and invoking the authority granted with respect to Tax Increment Financing as set forth in section 21-45-1 ET SEQ., of the Mississippi Code of 1972, as amended; (II) amending the Tax Increment Financing Plan, Midtown Hattiesburg Project, City of Hattiesburg, Mississippi, February 2014, as amended for the Elam Arms Development, February 2016, as amended June 2016, and as amended and restated for the Midtown Montevista Project August 2022; (III) and that a public hearing be conducted on September 19, 2022, at 4:00 pm in the City Council Chambers located at City Hall in connection with the TIF Plan; and for related purposes.

There being no discussion, the Motion received the affirmative vote of the Council as follows:

Yeas: 5 - George, Delgado, Carroll, Ware and Brown
Nays: 0

7. **2022-636** Adopt a Resolution de-obligating a portion of funds received from the U.S. Department of Treasury under the American Rescue Act's State and Local Fiscal Recovery Fund, previously allocated for the purchase of sanitation trucks, adopted at Minute Book # 2021-358 on February 8, 2022, Resolution # 2202-5.

Attachments: Executed Resolution #2202-5 authorizing purchase of garbage trucks utilizing ARPA funds (1)
Resolution Deallocating Funds for Sanitation Truck Purchase 7.28.22

A MOTION was made by Council Member Delgado and seconded by Council Member Carroll to Adopt a Resolution (#2022-108) de-obligating a portion of funds received from the U.S. Department of Treasury under the American Rescue Act's State and Local Fiscal Recovery Fund, previously allocated for the purchase of sanitation trucks, adopted at Minute Book # 2021-358 on February 8, 2022, Resolution # 2202-5.

There being no discussion, the Motion received the affirmative vote of the Council as follows:

Yeas: 5 - George, Delgado, Carroll, Ware and Brown
Nays: 0

8. **2022-608** Adopt a Resolution declaring certain vehicles & equipment as surplus(per attached memo) and authorize sale of said vehicles & equipment at auction and remove them from the City's inventory of the Parks and Recreation Department (Community Centers Division).

Attachments: Resol.surplus equipment
Auction Vehicle-Equipment

A MOTION was made by Council Member Carroll and seconded by Council Member Brown to Adopt a Resolution (#2022-109) declaring certain vehicles & equipment as surplus(per attached memo) and authorize sale of said vehicles & equipment at auction and remove them from the City's inventory of the Parks and Recreation Department (Community Centers Division).

There being no discussion, the Motion received the affirmative vote of the Council as follows:

Yeas: 5 - George, Delgado, Carroll, Ware and Brown

Nays: 0

9. **2022-657** Adopt the September 6, 2022 Amendments to the Budget for the City of Hattiesburg for the fiscal year ending September 30, 2022 and Adopt Resolution authorizing publication of amendments for funds in excess of 10% of the original appropriation fund balance.

Attachments: 20220831101406225
 Resolution approving budget amendments 9-6-2022

A MOTION was made by Council Member Carroll and seconded by Council Member Delgado to Adopt the September 6, 2022 Amendments to the Budget for the City of Hattiesburg for the fiscal year ending September 30, 2022 and Adopt Resolution (#2022-110) authorizing publication of amendments for funds in excess of 10% of the original appropriation fund balance.

There being no discussion, the Motion received the affirmative vote of the Council as follows:

Yeas: 5 - George, Delgado, Carroll, Ware and Brown

Nays: 0

10. **2022-639** Adopt a Resolution authorizing submittal of application to the Mississippi Arts Commission for the Building Fund for the Arts program, and approve commitment of local matching funds.

Attachments: Resolution-MAC BFA 2022

A MOTION was made by Council Member Carroll and seconded by Council Member Delgado to Adopt a Resolution (#2022-111) authorizing submittal of application to the Mississippi Arts Commission for the Building Fund for the Arts program, and approve commitment of local matching funds.

There being no discussion, the Motion received the affirmative vote of the Council as follows:

Yeas: 5 - George, Delgado, Carroll, Ware and Brown

Nays: 0

11. **2022-662** Adopt a Resolution authorizing the submittal of applications to the Mississippi Municipal and County Water Infrastructure ("MCWI") Grant Program and designating its authorized representatives to execute the application.

Attachments: Resolution ARPA Funds for MCWI Projects

A MOTION was made by Council Member Carroll and seconded by Council Member Brown to Adopt a Resolution (#2022-112) authorizing the submittal of applications to the Mississippi Municipal and County Water Infrastructure ("MCWI") Grant Program and designating its authorized representatives to execute the application..

There being no discussion, the Motion received the affirmative vote of the Council as follows:

Yeas: 5 - George, Delgado, Carroll, Ware and Brown

Nays: 0

12. **2022-648** Adopt a Resolution authorizing the submittal of an application to the Bridge Investment Program and designating its authorized representative to execute the application.

Attachments: Bridge Investment Program Resolution

A MOTION was made by Council Member Carroll and seconded by Council Member Delgado to Adopt a Resolution (#2022-113) authorizing the submittal of an application to the Bridge Investment Program and designating its authorized representative to execute the application..

There being no discussion, the Motion received the affirmative vote of the Council as follows:

Yeas: 5 - George, Delgado, Carroll, Ware and Brown

Nays: 0

- 13. 2022-671** Approve Interlocal Agreement with University of Southern Mississippi, City of Hattiesburg and Forrest County for the provision of law enforcement services.

Attachments: USM interlocal agreement for law enforcement services

A MOTION was made by Council Member Carroll and seconded by Council Member Brown to Approve Interlocal Agreement with University of Southern Mississippi, City of Hattiesburg and Forrest County for the provision of law enforcement services.

There being no discussion, the Motion received the affirmative vote of the Council as follows:

Yeas: 5 - George, Delgado, Carroll, Ware and Brown

Nays: 0

- 14. 2022-668** Approve Contract between the City of Hattiesburg and NEVLO, LLC, to provide entertainment, recreational and food services at Gordon's Creek Commons.

Attachments: Gordons Creek Commons Management Agreement 082622

A MOTION was made by Council Vice President Ware and seconded by Council Member Carroll to Approve Contract between the City of Hattiesburg and NEVLO, LLC, to provide entertainment, recreational and food services at Gordon's Creek Commons.

There being no discussion, the Motion received the affirmative vote of the Council as follows:

Yeas: 5 - George, Delgado, Carroll, Ware and Brown

Nays: 0

- 15. 2022-669** Approve Lease Purchase Option between City of Hattiesburg and Marlow, LLC, for parcel # 2-029J-10-159.02, PPIN # 46335 as per attached agreement.

Attachments: GCC PPIN 46335 Lease Option to Purchase Contract.doc Edited 82622

A MOTION was made by Council Vice President Ware and seconded by Council Member Carroll to Approve Lease Purchase Option between City of Hattiesburg and Marlow, LLC, for parcel # 2-029J-10-159.02, PPIN # 46335 as per attached agreement.

There being no discussion, the Motion received the affirmative vote of the Council as follows:

Yeas: 5 - George, Delgado, Carroll, Ware and Brown

Nays: 0

- 16. 2022-631** Approve Lighting Agreement with Mississippi Power Company for additional lighting on McInnis Loop (SW Hattiesburg) for a monthly cost savings of \$8.10; authorize the Mayor to execute the same.

Attachments: Street Light Authorization-McInnis Loop

A MOTION was made by Council Member Delgado and seconded by Council Member Brown to Approve Lighting Agreement with Mississippi Power Company for additional lighting on McInnis Loop (SW Hattiesburg) for a monthly cost savings of \$8.10; authorize the Mayor to execute the same.

There being no discussion, the Motion received the affirmative vote of the Council as follows:

Yeas: 5 - George, Delgado, Carroll, Ware and Brown

Nays: 0

17. **2022-630** Approve Lighting Agreement with Mississippi Power Company for additional lighting from S 25th to S 21st Avenues at a monthly savings of \$27.84. Authorize the Mayor to execute the same.

Attachments: MS Power-S 25th Avenue to S 21st Avenue

A MOTION was made by Council Vice President Ware and seconded by Council Member Brown to Approve Lighting Agreement with Mississippi Power Company for additional lighting from S 25th to S 21st Avenues at a monthly savings of \$27.84. Authorize the Mayor to execute the same.

There being no discussion, the Motion received the affirmative vote of the Council as follows:

Yeas: 5 - George, Delgado, Carroll, Ware and Brown

Nays: 0

18. **2022-638** Approve Lighting Agreement with Mississippi Power Company for additional lighting on Westover Drive for a monthly cost savings of \$17.40; authorize Mayor to execute the same.

Attachments: MS Power-Westover Drive Authorization

A MOTION was made by Council Member Carroll and seconded by Council Member Brown to Approve Lighting Agreement with Mississippi Power Company for additional lighting on Westover Drive for a monthly cost savings of \$17.40; authorize Mayor to execute the same.

There being no discussion, the Motion received the affirmative vote of the Council as follows:

Yeas: 5 - George, Delgado, Carroll, Ware and Brown

Nays: 0

19. **2022-632** Approve Lighting Agreement with Mississippi Power Company for additional lighting on Broad, San Antonio, Xavier, West Cooper and Capitol Streets for a monthly cost savings of \$37.44; authorize Mayor to execute the same.

Attachments: MS Power-Broad, San Antonio, Xavier, W Cooper and Capitol Streets Lighting Authorization

A MOTION was made by Council Vice President Ware and seconded by Council Member Brown to Approve Lighting Agreement with Mississippi Power Company for additional lighting on Broad, San Antonio, Xavier, West Cooper and Capitol Streets for a monthly cost savings of \$37.44; authorize Mayor to execute the same..

There being no discussion, the Motion received the affirmative vote of the Council as follows:

Yeas: 5 - George, Delgado, Carroll, Ware and Brown

Nays: 0

20. **2022-651** Approve Lighting Agreement with Mississippi Power Company for additional lighting on Fernway Drive, Ashley Circle and next street to West for a monthly increase of \$75.90; authorize Mayor to execute the same.

Attachments: MS Power-Fernway Drive Authorization

A MOTION was made by Council Member Carroll and seconded by Council Member Brown to Approve Lighting Agreement with Mississippi Power Company for additional lighting on Fernway Drive, Ashley Circle and next street to West for a monthly increase of \$75.90; authorize Mayor to execute the same.

There being no discussion, the Motion received the affirmative vote of the Council as follows:

Yeas: 5 - George, Delgado, Carroll, Ware and Brown

Nays: 0

21. **2022-650** Approve Lighting Agreement with Mississippi Power Company for additional lighting on Duane Street, Myrtle Street and Hutchinson Avenue for a monthly savings of \$7.55; authorize Mayor to execute the same.

Attachments: MS Power-Duane Street, Myrtle Street and Hutchinson Avenue

A MOTION was made by Council Vice President Ware and seconded by Council Member Brown to Approve Lighting Agreement with Mississippi Power Company for additional lighting on Duane Street, Myrtle Street and Hutchinson Avenue for a monthly savings of \$7.55; authorize Mayor to execute the same.

There being no discussion, the Motion received the affirmative vote of the Council as follows:

Yeas: 5 - George, Delgado, Carroll, Ware and Brown

Nays: 0

22. **2022-645** Approve Lighting Agreement with Mississippi Power Company for additional lighting at 49 Forrest Hills Drive for a monthly cost of \$8.43; authorize Mayor to execute the same.

Attachments: MS Power-49 Forrest Hills Drive Authorization

A MOTION was made by Council Member Brown and seconded by Council Member Carroll to Approve Lighting Agreement with Mississippi Power Company for additional lighting at 49 Forrest Hills Drive for a monthly cost of \$8.43; authorize Mayor to execute the same.

There being no discussion, the Motion received the affirmative vote of the Council as follows:

Yeas: 5 - George, Delgado, Carroll, Ware and Brown

Nays: 0

23. **2022-653** Approve Agreement with Neel-Schaffer, Inc. for engineering services related to the design phase of the 4th Street Pathway Project (Thornhill Drive to 38th Avenue) and authorize the Mayor to execute in duplicate.

Attachments: 6-7-22 4th Street Pathway Letter Agreement

A MOTION was made by Council Member Brown and seconded by Council Member Carroll to Approve Agreement with Neel-Schaffer, Inc. for engineering services related to the design phase of the 4th Street Pathway Project (Thornhill Drive to 38th Avenue) and authorize the Mayor to execute in duplicate.

There being no discussion, the Motion received the affirmative vote of the Council as follows:

Yeas: 5 - George, Delgado, Carroll, Ware and Brown

Nays: 0

24. **2022-654** Approve Agreement with Neel-Schaffer, Inc. for engineering services related to the design phase of the 4th Street Pathway Project (38th Avenue to 34th Avenue) and authorize the Mayor to execute in duplicate.

Attachments: 8-22-22 4th St - 38th to 34th Ave Contract

A MOTION was made by Council Member Carroll and seconded by Council Member Brown to Approve Agreement with Neel-Schaffer, Inc. for engineering services related to the design phase of the 4th Street Pathway Project (38th Avenue to 34th Avenue) and authorize the Mayor to execute in duplicate.

There being no discussion, the Motion received the affirmative vote of the Council as follows:

Yeas: 5 - George, Delgado, Carroll, Ware and Brown

Nays: 0

25. **2022-649** Approve Contract with Shows, Dearman and Waits, Inc. for engineering services related to the Annie Christie Fire Lines Project and authorize the Mayor to execute in duplicate.

Attachments: 12235 Standard Form Agreement between Owner and Engineer

A MOTION was made by Council Member Brown and seconded by Council Member Carroll to Approve Contract with Shows, Dearman and Waits, Inc. for engineering services related to the Annie Christie Fire Lines Project and authorize the Mayor to execute in duplicate.

There being no discussion, the Motion received the affirmative vote of the Council as follows:

Yeas: 5 - George, Delgado, Carroll, Ware and Brown

Nays: 0

26. **2022-604** Approve the State holiday schedule as the City's holidays for the fiscal year 2022-2023 in accordance with MS Code 3-3-7, per attached list.

Attachments: 2022-2023 holiday schedule (1)

A MOTION was made by Council Member Carroll and seconded by Council Member Delgado to Approve the State holiday schedule as the City's holidays for the fiscal year 2022-2023 in accordance with MS Code 3-3-7, per attached list.

There being no discussion, the Motion received the affirmative vote of the Council as follows:

Yeas: 5 - George, Delgado, Carroll, Ware and Brown

Nays: 0

27. **2022-647** Approve Amended Subrecipient Agreement with Breakthrough Community Services to provide Emergency Repairs in connection with the City's CDBG/HOME Housing Rehabilitation/Reconstruction and Repair Grant Program and authorize the Mayor to execute the same.

Attachments: Amendment Extension 3 - Breakthrough – ER

A MOTION was made by Council Member Delgado and seconded by Council Member Carroll to Approve Amended Subrecipient Agreement with Breakthrough Community Services to provide Emergency Repairs in connection with the City's CDBG/HOME Housing Rehabilitation/Reconstruction and Repair Grant Program and authorize the Mayor to execute the same.

There being no discussion, the Motion received the affirmative vote of the Council as follows:

Yeas: 5 - George, Delgado, Carroll, Ware and Brown

Nays: 0

28. **2022-666** Approval of amended budget for the Hattiesburg Convention Commission for FY2022.

Attachments: 2022 HCC Amended Budget

A MOTION was made by Council Member Carroll and seconded by Council Member Brown to Approval of amended budget for the Hattiesburg Convention Commission for FY2022.

There being no discussion, the Motion received the affirmative vote of the Council as follows:

Yeas: 5 - George, Delgado, Carroll, Ware and Brown

Nays: 0

- 29. 2022-652** Approve submission of a grant application to Mississippi Department of Environmental Quality (MDEQ) for the Solid Waste Assistance Grant in the amount of \$75,000.00 to fund a Household Hazardous Waste "Right Way to Throw Away Day;" and authorize the Mayor to execute the same in duplicate. The grant requires the city to provide \$25,000.00 in matching funds.

Attachments: 2022-2023 GRANT 1b
 2022-2023 GRANT 2a-Revised
 2022-2023 MDEQ SWA Narrative & Budget

A MOTION was made by Council Member Delgado and seconded by Council Member Brown to Approve submission of a grant application to Mississippi Department of Environmental Quality (MDEQ) for the Solid Waste Assistance Grant in the amount of \$75,000.00 to fund a Household Hazardous Waste "Right Way to Throw Away Day;" and authorize the Mayor to execute the same in duplicate. The grant requires the city to provide \$25,000.00 in matching funds.

There being no discussion, the Motion received the affirmative vote of the Council as follows:

Yeas: 5 - George, Delgado, Carroll, Ware and Brown

Nays: 0

- 30. 2022-660** Acknowledge receipt of a grant offer from the Mississippi Department of Transportation Aeronautics Division in the amount of \$8,334.00 for the Bobby L. Chain Airport Taxiway Realignment and Signage Design project (AIP Project No. 3-28-0031-032-2022); Authorize the Mayor to accept the offer and execute the agreement in triplicate.

Attachments: MDOT Grant Agreement

A MOTION was made by Council Member Brown and seconded by Council Member Carroll to Acknowledge receipt of a grant offer from the Mississippi Department of Transportation Aeronautics Division in the amount of \$8,334.00 for the Bobby L. Chain Airport Taxiway Realignment and Signage Design project (AIP Project No. 3-28-0031-032-2022); Authorize the Mayor to accept the offer and execute the agreement in triplicate.

There being no discussion, the Motion received the affirmative vote of the Council as follows:

Yeas: 5 - George, Delgado, Carroll, Ware and Brown

Nays: 0

- 31. 2022-661** Acknowledge bids received July 28, 2022 for the Water Plant #1 Rehabilitation-Phase II project and accept the bid from Hemphill Construction Company, Inc. for the amount of \$1,605,000.00; Authorize the Mayor to execute contracts upon preparation.

Attachments: Certified Bid Tab & Ltr

A MOTION was made by Council Member Carroll and seconded by Council Member Brown to Acknowledge bids received July 28, 2022 for the Water Plant #1 Rehabilitation-Phase II project and accept the bid from Hemphill Construction Company, Inc. for the amount of \$1,605,000.00; Authorize the Mayor to execute contracts upon preparation.

There being no discussion, the Motion received the affirmative vote of the Council as follows:

Yeas: 5 - George, Delgado, Carroll, Ware and Brown

Nays: 0

- 32. 2022-659** Acknowledge bids received August 25, 2022 for the Midtown Green Park Drainage Improvements project and accept the bid from Myers Underground Utilities in the amount of \$266,127.00; Authorize the Mayor to execute contracts upon preparation.

Attachments: Certified Bid Tabulation (Itemized)- Midtown Green Drainage
Midtown Green bid evaluation & recommendation

A MOTION was made by Council Member Carroll and seconded by Council Member Delgado to Acknowledge bids received August 25, 2022 for the Midtown Green Park Drainage Improvements project and accept the bid from Myers Underground Utilities in the amount of \$266,127.00; Authorize the Mayor to execute contracts upon preparation.

There being no discussion, the Motion received the affirmative vote of the Council as follows:

Yeas: 5 - George, Delgado, Carroll, Ware and Brown

Nays: 0

- 33. 2022-665** Acknowledge receipt of and approve the 2023 budget of the Hattiesburg Convention Commission.

Attachments: 2023 HCC Proposed Budget

A MOTION was made by Council Member Carroll and seconded by Council Member Delgado to Acknowledge receipt of and approve the 2023 budget of the Hattiesburg Convention Commission.

There being no discussion, the Motion received the affirmative vote of the Council as follows:

Yeas: 5 - George, Delgado, Carroll, Ware and Brown

Nays: 0

- 34. 2022-655** Acknowledge receipt of a Court Order from the Special Court of Eminent Domain, Forrest County, granting City of Hattiesburg immediate title and possession to a certain property, more fully described in the order, required for the 28th Avenue North Bridge Replacement Project; Authorize issuance of a manual check to the court in payment of compensation and damages.

Attachments: Order Granting Title and Possession as signed by Judge Russell

A MOTION was made by Council Member Carroll and seconded by Council Member Delgado to Acknowledge receipt of a Court Order from the Special Court of Eminent Domain, Forrest County, granting City of Hattiesburg immediate title and possession to a certain property, more fully described in the order, required for the 28th Avenue North Bridge Replacement Project; Authorize issuance of a manual check to the court in payment of compensation and damages.

There being no discussion, the Motion received the affirmative vote of the Council as follows:

Yeas: 5 - George, Delgado, Carroll, Ware and Brown

Nays: 0

- 35. 2022-635** Ratify and confirm the Mayor's appointment of James T. Tisdale to the Pinebelt Regional solid Waste Authority to fill the unexpired term of Terrell Tisdale, for a term beginning September 6, 2022 and ending June 30, 2023.

Attachments: James T Tisdale resume no ref

A MOTION was made by Council Member Carroll and seconded by Council Member Brown to Ratify and confirm the Mayor's appointment of James T. Tisdale to the Pinebelt Regional solid Waste Authority to fill the unexpired term of Terrell Tisdale, for a term beginning September 6, 2022 and ending June 30, 2023.

There being no discussion, the Motion received the affirmative vote of the Council as follows:

Yeas: 5 - George, Delgado, Carroll, Ware and Brown

Nays: 0

36. **2022-670** Ratify and confirm the Mayor's appointment of Kate Howard to the Civil Service Commission to fill the unexpired term of Leigh Ann Underwood, for a term beginning September 6, 2022 and ending January 1, 2023.

Attachments: MKateHowardResume2021

A MOTION was made by Council Vice President Ware and seconded by Council Member Carroll to Ratify and confirm the Mayor's appointment of Kate Howard to the Civil Service Commission to fill the unexpired term of Leigh Ann Underwood, for a term beginning September 6, 2022 and ending January 1, 2023.

There being no discussion, the Motion received the affirmative vote of the Council as follows:

Yeas: 5 - George, Delgado, Carroll, Ware and Brown

Nays: 0

37. **2022-672** Adopt a Resolution appointing Wiley Quinn as the Director of the Urban Development Department.

Attachments: COUNCIL RESOLUTION FOR APPOINTMENT

A MOTION was made by Council Member Carroll and seconded by Council Member Brown to Adopt a Resolution (#2022-114) appointing Wiley Quinn as the Director of the Urban Development Department. .

There being no discussion, the Motion received the affirmative vote of the Council as follows:

Yeas: 5 - George, Delgado, Carroll, Ware and Brown

Nays: 0

ROUTINE AGENDA

THE ROUTINE AGENDA came before the Council.

A MOTION was made by Council Member Carroll and seconded by Council Member Brown to approve the Routine Agenda.

There being no discussion, the Motion received the affirmative vote of the Council as follows:

Yeas: 5 - George, Delgado, Carroll, Ware and Brown

Nays: 0

1. **2022-633** Acknowledge receipt of fiscal year 2021 audit and fiscal year 2023 Budget from AAA Ambulance Service.

Attachments: AAA Ambulance Service Inc. 09.30.21 AFS (12.15.21)
 AAA FY 2023 Budget

2. **2022-607** Acknowledge receipt of the 2021 Mobile Street Festival expenditure report.

Attachments: MSF INCOME AND EXPENSE REPORT

3.

2022-642

Approve revised Housing Rehabilitation and Housing Repair Grants Program Guidelines manual (CDBG) (Dated August 2022) {Entitlement}

Attachments: COH Rehab Manual_082022
4.

2022-609

Approve and authorize issuance of manual checks for CDBG/HOME Program Claims per attached Memorandum. {CDBG Entitlement/HOME}

Attachments: Manual Check Memo 09062022
Bradley Draw_09062022
5.

2022-656

Approve plans and specifications for the Hall Avenue West Phase II - Roadway project (FBLD-8769-00(001)LPA/108639-802000) and authorize advertisement for bids contingent upon MDOT approval to advertise.

Attachments: Adv. for Bids
108639-802000 PS&E Specs
108639-802000_PS&ESubmittal_8-12-22
6.

2022-606

Approve specifications and authorize publication of an advertisement for one (1) or more newer buses for Mass Transit.

Attachments: Bus Specification.docx 8-1-22
Advertisement- Mass Transit-NTB
7.

2022-644

Approve and authorize publication of Notice for Request for Qualifications for Qualified Eligible Contractors for the City of Hattiesburg's CDBG/HOME Programs {Entitlement}

Attachments: QEC Application
QEC Instructions_092022
QEC Notice 09_2022
8.

2022-641

Approve the sale of grave spaces, per attached Memo's, Receipts and deeds.

Attachments: Memo's (09-06-2022)
Receipts (09-06-2022)
Deeds (09-06-2022)
9.

2022-605

Approve claims docket for the period ending August 31, 2022.

Attachments: DOCKET 22.08.31
DT- 22.08.31

Work Session

Council President George proceeded with the Work Session, which included:

1.

2022-673

FOG (Fat, Oils, Grease) Program, presented by City Engineer, Lamar Rutland and Shae McNeese of Shows, Dearman & Waits, Inc.

A MOTION was made by Council President George to recess the meeting at 5:03 p.m. until 5:30 p.m.

5:30 p.m. - Public Hearing on the proposed budget and tax levies for fiscal year ending September 30, 2023

Council President George called the public hearing on the 2022-2023 proposed budget and tax levies to order at 5:30 p.m.

Mayor Barker provided an overview of the proposed budget.

Followed by the Mayor's overview, Mr. Malcolm Berch, Interim Chief Financial Officer provided a Power Point presentation on the 2022-2023 budget.

2022-678 Proposed Budget Summary fye 2023

Attachments: fy_2023budget

Council President George called for comments or questions from citizens; there were no citizens present who wished to address the Council.

Council President George closed the hearing at 5:44 p.m. and re-opened the meeting to the public.

Additional Business

Council President George asked for additional business.

Council Member Delgado announced that the annual Mobile Street Festival will be held the weekend of September 30.

1. **2022-674** Adopt a Resolution levying ad valorem taxes on all of the taxable property within the City of Hattiesburg, Mississippi, for the purpose of raising revenue for said city for the fiscal year beginning October 1, 2022, and ending September 30, 2023.

Attachments: Resolution levying ad valorem taxes fye 2023

A MOTION was made by Council Vice President Ware and seconded by Council Member Carroll to Adopt a Resolution (#2022-115) levying ad valorem taxes on all of the taxable property within the City of Hattiesburg, Mississippi, for the purpose of raising revenue for said city for the fiscal year beginning October 1, 2022, and ending September 30, 2023.

There being no discussion, the Motion received the affirmative vote of the Council as follows:

Yeas: 5 - George, Delgado, Carroll, Ware and Brown

Nays: 0

Memorial Adjournment

A MOTION was made by Council President George to adjourn the meeting in memory of:

- Mr. Dennis “Denny” Behm
- Mr. Steve Seale
- Mrs. Ontanell Molette
- Retired Colonel Joseph D. Young
- Mr. Howard Lee Gilbert, Sr.
- Mrs. Vaughnceil Bourne Woods
- Mr. Vernon “Skip” Matthew
- Dr. Katherine “Katie” Fokakis Patterson
- Retired Assistant Fire Chief Otis Rowell
- Mr. Herbert V. Kohler, Jr.
- Mr. Bobby Ray James

Request for closed session to determine executive session on a litigation matter.

A MOTION was made by Council Vice President Ware for the Council to enter closed session to determine the need to enter Executive Session at 5:48 p.m.

Council President George asked for the Chambers to be cleared at this time.

A MOTION was made by Council Vice President Ware and seconded by Council Member Carroll to enter Executive Session to discuss strategy or negotiations with respect existing litigation, since to have an open meeting on this would have a detrimental effect on the litigating position of the City, in accordance with Mississippi Code Section 25-41-7 (b) at 5:49 p.m.

There being no discussion, the Motion received the affirmative vote of the Council as follows:

Yeas: 5 - George, Delgado, Carroll, Ware and Brown

Nays: 0

The City Attorney stepped out into the hall and announced that the Council has gone into Executive Session to discuss strategy or negotiations with respect existing litigation, since to have an open meeting on this would have a detrimental effect on the litigating of the City.

Those present for the Executive Session were Mayor Toby Barker; Council members Jeffrey George, Deborah Delgado, Carter Carroll, Dave Ware and Nicholas Brown; Director of Administration/City Clerk, Kemas Eaton; City Attorney, Randy Pope; Chief Administrative Officer, Ann Jones; Assistant Police Chief, Peggy Sealy; Assistant Fire Chief, Danny Wade; Interim Chief Financial Officer, Malcolm Berch; City Engineer, Lamar Rutland; Director of Urban Development, Wiley Quinn; Director of the Water Department, Alan Howe; Director of Parks and Recreation, Chris McGee; Director of Public Works, Ronnie Perkins; Clerk of Council, Ronda S. Kennedy; Deputy Clerk of Council, Lisa Luu Jolly; and Attorney Keith Turner of Watkins & Eager law firm.

A MOTION was made by Council Member Carroll and seconded by Council Vice President Ware exit Executive Session and re open the meeting to the public at 6:20 p.m.

There being no discussion, the Motion received the affirmative vote of the Council as follows:

Yeas: 5 - George, Delgado, Carroll, Ware and Brown

Nays: 0

A MOTION was made by Council Vice President Ware for the Council to enter closed session to determine the need to enter Executive Session at 6:21 p.m.

Council President George asked for the Chambers to be cleared at this time.

A MOTION was made by Council Vice President Ware and seconded by Council Member Carroll to enter Executive Session to discuss personnel matters relating to job performance, character, professional competence, or physical or mental health of a person holding a specific position, in accordance with Mississippi Code Section 25-41-7 (a) at 6:22 p.m.

There being no discussion, the Motion received the affirmative vote of the Council as follows:

Yeas: 5 - George, Delgado, Carroll, Ware and Brown

Nays: 0

The City Attorney stepped out into the hall and announced that the Council has gone into Executive Session to discuss personnel matters relating to job performance, character, professional competence, or physical or mental health of a person holding a specific position.

Those present for the Executive Session were Council members Jeffrey George, Deborah Delgado, Carter Carroll, Dave Ware and Nicholas Brown and City Attorney, Randy Pope.

A MOTION was made by Council Member Carroll and seconded by Council Member Brown to exit Executive Session and re open the meeting to the public at 6:30 p.m.

There being no discussion, the Motion received the affirmative vote of the Council as follows:

Yeas: 5 - George, Delgado, Carroll, Ware and Brown

Nays: 0

Meeting Adjourn

Council President George declared **the meeting recessed at 6:31 p.m., this 6th day of September, 2022**, by unanimous consent, until the 13th day of September, 2022.

ATTEST:

APPROVE:

Clerk of Council

Council President

ATTEST AND CERTIFY:

APPROVE:

City Clerk

Mayor

Published Agenda



**Tuesday, September 13, 2022
4:30 PM**

**City Council
Tuesday Meeting Agenda**

**Council Chambers
200 Forrest Street**

Call to Order

Declaration of Special Called Meeting

Agenda Items

1. **2022-677** Adopt a Resolution approving the budget for the City of Hattiesburg for the fiscal year beginning October 1, 2022 and ending September 30, 2023 and authorize publication of same.

Meeting Recess

Call to Order

BE IT REMEMBERED that the **Special Called meeting of the Hattiesburg City Council was held at 5:00 p.m. Tuesday, September 13, 2022**, in Council Chambers at City Hall; same being from a recessed meeting held on September 6, 2022.

Those present included Mayor Toby Barker and members of the City Council Jeffrey George, Ward 1; Deborah Delgado, Ward 2 (via teleconference); Carter Carroll, Ward 3; Dave Ware, Ward 4; and Nicholas Brown, Ward 5 (via teleconference). Others in attendance included Director of Administration/City Clerk, Kermas Eaton; City Attorney, Randy Pope; Clerk of Council, Ronda S. Kennedy; City staff members; media; and the public.

Council President George Called the meeting to order.

Declaration of Special Called Meeting

Council President George declared the Special Called Meeting.

Agenda Item

The Agenda Item came before the Council.

1. **2022-677** Adopt a Resolution approving the budget for the City of Hattiesburg for the fiscal year beginning October 1, 2022 and ending September 30, 2023 and authorize publication of same.

Attachments: Resolution - budget adoption fy 2023
fy 2023 budget

A MOTION was made by Council Member Carroll and seconded by Council Vice President Ware to Adopt a Resolution (#2022-116) approving the budget for the City of Hattiesburg for the fiscal year beginning October 1, 2022 and ending September 30, 2023 and authorize publication of same.

There being no discussion, the Motion received the affirmative vote of the Council as follows:

Yeas: 5 - George, Delgado (via teleconference), Carroll, Ware and Brown (via teleconference)

Nays: 0

Council President George declared the **meeting recessed at 4:35 p.m., this 13th day of September, 2022,**
by unanimous consent, until the 19th day of September, 2022.

Meeting Adjourn

Council President George declared **the meeting recessed at 6:31 p.m., this 6th day of September, 2022,** by
unanimous consent, until the 13th day of September, 2022.

ATTEST:

Clerk of Council

APPROVE:

Council President

ATTEST AND CERTIFY:

City Clerk

APPROVE:

Mayor



Memorandum

To: Mayor Toby Barker and Members of City Council

From: Ann Jones, Chief Administrative Officer

cc:

Date: Tuesday, September 20, 2022

Re: Adopt a Resolution approving the adoption and implementation of the Tax Increment Financing Plan Midtown Hattiesburg Project, City of Hattiesburg, Mississippi, February 2014, as amended for the Elam Arms Development, February 2016, as amended June 2016, and as amended and restated for the Midtown Montevista Project, August 2022.
File Number: 2022-705
Minute Book #

Summary

Adopt a resolution approving the adoption and implementation of the Tax Increment Financing Plan Midtown Hattiesburg Project, City of Hattiesburg, Mississippi, February 2014, as amended for the Elam Arms Development, February 2016, as amended June 2016, and as amended and restated for the Midtown Montevista Project, August 2022.

Recommendation Statement

I recommend that this item be placed on the Council agenda for consideration.

Please place this on the September 20, 2022 City Council meeting for consideration.

The Clerk reported that pursuant to a resolution of the Mayor and City Council (the **“Governing Body”**) of the City of Hattiesburg, Mississippi (the **“City”**) calling for a public hearing to be held September 19, 2022 at 4:00 o’clock p.m., with respect to the Tax Increment Financing Plan Midtown Hattiesburg Project, City of Hattiesburg, Mississippi, February 2014, as amended for the Elam Arms Development, February 2016, as amended June 2016, and as amended and restated for the Midtown Montevista Project, August 2022 (the **“Amended and Restated TIF Plan”**), a notice of the public hearing was published in *The Pine Belt News*, a newspaper having a general circulation in the City on September 8, 2022, as evidenced by the proof of publication on file in the office of the Clerk. On Monday, September 19, 2022, the public hearing was duly convened. At that time, all present were given an opportunity to present oral and/or written comment on the Amended and Restated TIF Plan. Following the Clerk’s report, Council Member _____ offered and moved the adoption of the following Resolution:

A RESOLUTION APPROVING THE ADOPTION AND IMPLEMENTATION OF THE “TAX INCREMENT FINANCING PLAN MIDTOWN HATTIESBURG PROJECT, CITY OF HATTIESBURG, MISSISSIPPI, FEBRUARY 2014, AS AMENDED FOR THE ELAM ARMS DEVELOPMENT, FEBRUARY 2016, AS AMENDED JUNE 2016, AND AS AMENDED AND RESTATED FOR THE MIDTOWN MONTEVISTA PROJECT, AUGUST 2022”.

WHEREAS, under the power and authority granted by the laws of the State of Mississippi (the **“State”**), including but not limited to, Section 21-45-1 *et seq.* of the Mississippi Code of 1972, as amended and supplemented from time to time (the **“TIF Act”**), the Governing Body on September 6, 2022, did adopt a certain resolution entitled: “RESOLUTION OF THE CITY COUNSEL OF THE CITY OF HATTIESBURG, MISSISSIPPI, DETERMING (I) THE NECESSITY FOR AND INVOKING THE AUTHORITY GRANTED WITH RESPECT TO TAX INCREMENT FINANCING AS SET FORTH IN SECTION 21-45-1 *ET SEQ.* OF THE MISSISSIPPI CODE OF 1972, AS AMENDED (THE **“ACT”**), AMENDING THE TAX INCREMENT FINANCING PLAN, MIDTOWN HATTIESBURG PROJECT, CITY OF HATTIESBURG, MISSISSIPPI, FEBRUARY 2014, AS AMENDED FOR THE ELAM ARMS DEVELOPMENT, FEBRUARY 2016, AS AMENDED JUNE 2016, AND AS AMENDED AND RESTATED FOR THE MIDTOWN MONTEVISTA PROJECT, AUGUST 2022 (THE **“TIF PLAN”**); (II) THE MIDTOWN MONTEVISTA PROJECT IS A PROJECT ELIGIBLE FOR TAX INCREMENT FINANCING UNDER THE ACT AND OTHER LAWS OF THE STATE OF MISSISSIPPI; (III) THAT A PUBLIC HEARING BE CONDUCTED IN CONNECTION WITH THE TIF PLAN; AND (IV) FOR RELATED PURPOSES.” (the **“Hearing Resolution”**);

WHEREAS, as directed by the Hearing Resolution and as required by the TIF Act, a notice of public hearing (the **“Notice of Public Hearing”**) was published one (1) time in *The Pine Belt News*, a newspaper having a general circulation within the City, and was so published in said newspaper on September 8, 2022, as evidenced by the publisher’s proof of publication presented to the Governing Body and filed with the Clerk;

WHEREAS, the Notice of Public Hearing generally described the Amended and Restated TIF Plan and further called for a public hearing to be held at the regular meeting place of the Governing Body in the Council Room at City Hall, 200 Forrest Street in Hattiesburg, Mississippi, at 4:00 o’clock p.m. on September 19, 2022, in order for the general public to state or present their views on the Amended and Restated TIF Plan; and

WHEREAS, at 4:00 p.m. on Monday, September 19, 2022, the public hearing was held and all in attendance were given an opportunity to state or present their oral and written comments on the Amended and Restated TIF Plan.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the City, as follows:

SECTION 1. That all of the findings of fact made and set forth in the preamble to this resolution shall be and the same are hereby found, declared, and adjudicated to be true and correct.

SECTION 2. That the Governing Body of the City is now fully authorized and empowered under the provisions of the TIF Act to adopt and implement the Amended and Restated TIF Plan, a copy of which is attached hereto as **Exhibit A** to this Resolution, and do hereby adopt and approve such plan as presented in order to assist in the development of the proposed Midtown Montevista Project (as defined and described in the Amended and Restated TIF Plan) by issuing jointly with Forrest County (the "**County**") in one or more series of tax increment financing bonds in an amount not to exceed \$2,850,000 (the "**Midtown Montevista TIF Bonds**") in order to finance the cost of various Infrastructure Improvements (as defined in the Amended and Restated TIF Plan) in connection with the Amended and Restated TIF Plan.

SECTION 3. That the Midtown Montevista TIF Bonds shall be issued pursuant to further proceedings of the City and County.

The above and foregoing resolution was seconded by Council Member _____ and was adopted by the following roll call vote, to wit:

YEAS:

NAYS:

ABSENT:

The President thereby declared the motion carried and the resolution adopted this the 20th day of September 2022.

(SEAL)

ATTEST:

ADOPTED:

CLERK OF COUNCIL

PRESIDENT

The above and foregoing resolution having been submitted to and approved by the Mayor, this the 20th day of September 2022.

CITY CLERK

MAYOR

EXHIBIT A
AMENDED AND RESTATED TIF PLAN

TAX INCREMENT FINANCING PLAN
MIDTOWN HATTIESBURG PROJECT
CITY OF HATTIESBURG, MISSISSIPPI

FEBRUARY 2014,

AS AMENDED FOR THE ELAM ARMS DEVELOPMENT,

FEBRUARY 2016,

AS AMENDED JUNE 2016,

AND AS AMENDED AND RESTATED FOR THE
MIDTOWN MONTEVISTA PROJECT,

AUGUST 2022

**TAX INCREMENT FINANCING PLAN MIDTOWN HATTIESBURG PROJECT
CITY OF HATTIESBURG, MISSISSIPPI, FEBRUARY 2014,
AS AMENDED FOR THE ELAM ARMS DEVELOPMENT, FEBRUARY 2016, AS AMENDED JUNE 2016, AND
AS AMENDED AND RESTATED FOR THE MIDTOWN MONTEVISTA PROJECT, AUGUST 2022**

ARTICLE 1

A. PREAMBLE

1. Administration and Implementation: The administration and implementation of this *Tax Increment Financing Plan, Midtown Hattiesburg Project, City of Hattiesburg, Mississippi, February 2014, as Amended for The Elam Arms Development, February 2016, as Amended June 2016, and as Amended and Restated for the Midtown Montevista Project, August 2022* (the "Amended TIF Plan") may be a joint undertaking of the City of Hattiesburg (the "City") and Forrest County (the "County"). This Amended TIF Plan authorizes bonds or notes in the total principal amount not to exceed Fifteen Million Dollars (\$15,000,000) to be issued pursuant to Section 21-45-1, *et seq.*, Mississippi Code of 1972, as amended (the "TIF Act"), and/or Regional Economic Development Act funding as authorized by Section 57-64-1, *et seq.*, Mississippi Code of 1972, as amended ("REDA"). The City and County may enter into an interlocal cooperation agreement or a REDA alliance, which will designate the City as the primary party in interest in carrying the Project (as defined herein) forward.

2. The issuance of bonds, notes, or other debt obligations to provide funds to finance the costs of Infrastructure Improvements (as defined in Article 1, Section D(3)herein) may be a joint undertaking of the City and County whereby the City will issue one or more series of tax increment financing bonds, notes or other debt instruments (collectively, the "TIF Bonds"), as authorized herein to finance a Project as more fully described in this Amended TIF Plan, and as may be amended by the City and the County from time to time through further proceedings of the City and the County.

3. The TIF Bonds and other funds, which may include but not limited to any local, state and federal funds such as funds from the Development Infrastructure Program and the Advantage Jobs Program, grants pursuant to the Economic Development Highway Act, and incentives from the Mississippi Bond Finance Corporation will be used to defray the cost of public infrastructure and related site improvements and other activities to serve the Project, which includes The Elam Arms Project (as further defined in Article 1, Section C(1)(a)), and Midtown Montevista Project (as further defined in Article 1, Section C(1)(b)), and the community as a whole.

4. It is expected that the TIF Bonds issued in support of Elam Arms Project (defined herein) shall not exceed the total principal amount of Nine Million Dollars (\$9,000,000), of which \$3,215,000 TIF Bonds have been issued (the "Elam Arms TIF Bonds"). It is the intent of the City and County that the debt service associated with Elam Arms TIF Bonds issued in support of The Elam Arms Project be limited to the increases in real and personal property ad valorem property taxes generated by The Elam Arms Project and not from any other development or section of the Project occurring outside the boundaries of The Elam Arms Project.

5. It is expected that the TIF Bonds issued in support of Midtown Montevista Project (defined herein) shall not exceed the total principal amount of Two Million Eight Hundred Fifty Thousand Dollars (\$2,850,000) (the “Midtown Montevista TIF Bonds”). It is the intent of the City and County that the debt service associated with the Midtown Montevista TIF Bonds issued in support of Midtown Montevista Project be limited to the increases in real and personal property ad valorem property taxes generated by Midtown Montevista Project and not from any other development or section of the Project occurring outside the boundaries of Midtown Montevista Project.

B. MIDTOWN HATTIESBURG DISTRICT MASTER PLAN

1. The Midtown Hattiesburg Master Plan (the “Master Plan”), adopted by the City on July 2, 2013 significantly impacts the surrounding region as a mixed-use district and an innovative demonstration Project for sustaining redevelopment within the City and the County.

2. The goal of the Master Plan is to create a walkable, workable, livable mixed-use community that connects people to living, shopping, dining, entertaining, educational, medical, cultural and recreational venues. Midtown is located just south of the University of Southern Mississippi (“USM”) campus and west of US Highway 49. The Master Plan uses to its advantage Midtown’s strategic location among the region’s major economic drivers-- Forrest General Hospital, Hattiesburg Clinic, and USM to become a highly successful and sustainable mixed-use community.

3. The development of the Master Plan was funded through a \$150,000 Sustainable Community Challenge Grant from the U.S. Department of Housing and Urban Development matched by \$150,000 from generous contributions that included Forrest General Hospital, Hattiesburg Clinic, USM, the City, the County, HUB Development, Mississippi Power Company, Bancorp South, the Area Development Partnership, and several private citizens.

4. The Master Plan is guided by the goal to create a walkable, workable, livable, mixed-use community in concert with the adjacent neighborhoods. This embodies higher development densities, wider housing choices, expanded mobility, increased design standards, and greater connections to educational, medical, cultural, recreation, entertainment, shopping and dining venues. The underlying themes of the Master Plan¹ are:

a. **DIVERSIFIED:** Diversifying the economy going beyond medical-oriented professional offices and services and expanding into the retail-oriented and residential needs of the estimated 25,000-person customer/employee base;

b. **SUSTAINABLE:** Creating a sustainable district that incorporates development standards that are truly green by nature and form; livable densities; live-work-play land uses; multi modal transportation options; vertical parking replacing horizontal parking lots; capturing of rain water for irrigation; use of pervious paving material; and recycling as a primary not secondary waste disposal activity;

c. **LIVABLE:** Providing housing for a range of incomes and occupancy types, particularly workforce housing that accommodates affordable units;

¹ Source: Midtown in Motion, Master Plan.

d. **MULTI-MODAL:** Incorporating all modes of transportation to enhance mobility, including transit, walking, jogging, biking and single occupancy vehicles; and repurposing Hardy Street and U.S. Highway 49 from single-purpose arterials to multi-modal and aesthetic community assets;

e. **CONNECTED:** Embedding people-friendly linkages to USM, adjacent residential neighborhoods of University Heights, and Acadia-Sunset, and to Longleaf Trace and Downtown;

f. **PREDICTABLE:** Providing a predictable investment environment for economic growth within Midtown that is based on a long-range development plan;

g. **NEIGHBORHOOD FRIENDLY:** Protecting adjacent residential neighborhoods of University Heights, Arcadia-Sunset, from incompatible intrusions while ensuring they are partners in creating the Plan; and,

h. **ENVIRONMENTALLY SENSITIVE:** Preserving and recapturing the natural environment as a part of the built environment is such a way that existing drainage ways become an amenity rather than only a means to transport storm water.

C. **PROJECT DESCRIPTION**

1. **The Project.** The Project² will consist of the development and redevelopment of the Midtown Hattiesburg District, and is wholly contained within the area identified on the map attached hereto as Exhibit 1 and as further described in Exhibit 1 (the “TIF District”). The area is adjacent to USM, Forrest General Hospital and related medical facilities, the Hattiesburg Clinic and numerous retail businesses, professional office buildings and other facilities. The Project is expected to include the construction of major new facilities at USM including buildings to house the School of Nursing, a new School of Business, new student housing, an administrative building for Hattiesburg Clinic, development and redevelopment of a new full-service hotel, restaurants, professional office buildings and other public and private investment. The Project will likely represent public and private investment in excess of \$200,000,000 and includes the Elam Arms Project and the Midtown Montevista Project.

2. **Elam Arms Project.** The Elam Arms Project is located at both the former Elam Arms dormitory site on a 6.9± acre property and other property located immediately across Hardy Street from the main entrance of the USM, and an additional 3± acre parcel is in the City, which is further described by the legal descriptions and maps attached hereto as Exhibit 2 (the “Elam Arms Section of the TIF District”). The Elam Arms Project is the second major development in the TIF District, a highly touted redevelopment effort initiated by the City, the County, USM, Forrest General Hospital, and the Area Development Partnership. The Elam Arms Project has an estimated private investment of up to \$59,000,000. Construction on the Elam Arms Project began in 2016 and may include the following key elements among other things:

- a 100-plus room luxury, full-service hotel and a stand-alone restaurant
- 25,000 square feet of retail space in phase 1 and 25,000 square feet in phase II
- additional restaurants

² The description of the Project and tax revenue projections were provided to the City and County by the Hattiesburg Steering Committee and the Forrest County Tax Assessor.

- luxury apartment complex.

The Elam Arms Project is consistent with the goals and standards established in the Master Plan and is consistent with the intent of the this Amended TIF Plan.

3. **Midtown Montevista Project:** The Midtown Montevista Project is located on 8 acres in the City, which is further described by the legal descriptions and maps attached hereto as Exhibit 3 (the "Midtown Montevista Section of the TIF District"). The Midtown Montevista Project will include the development of an 80,000 square foot corporate headquarters for the Jones Family of Companies ("Jones") and may include other offices, green space and infrastructure improvements including subsurface stormwater detention and parking. The Midtown Montevista Project represents a private investment in excess of \$50,000,000. The Midtown Montevista Project will create over 100 new full-time jobs and retain approximately 160 full-time jobs in the metropolitan area.

D. STATEMENT OF INTENT

1. The City, acting jointly with the County, proposes to issue TIF Bonds in one or more series in a total principal amount not to exceed Fifteen Million Dollars (\$15,000,000), of which up to Nine Million Dollars (\$9,000,000) may be issued in support of Elam Arms Project and of which up to Two Million Eight Hundred Fifty Thousand (\$2,850,000) may be issued to support the Midtown Montevista Project.

2. The Elam Arm Bonds issued in support of the Elam Arms Project will be secured solely by the pledge of the City and the pledge of the County of up to one hundred percent (100%) of the tax revenues derived from the City's ad valorem tax levies on the "captured assessed value" (as defined in the Act) of the real and personal property located within the Elam Arms Section of the TIF District. The Midtown Montevista Bonds issued in support of Midtown Montevista Project will be secured solely by pledge of the City and the pledge of the County of up to one hundred percent (100%) of the tax revenues derived from the City's ad valorem tax levies on the "captured assessed value" (as defined in the Act) of the real and personal property located within the Midtown Montevista Section of the TIF District.

3. Proceeds of the TIF Bonds, including the Elam Arms Bonds and the Midtown Montevista Bonds, will be used to pay the cost of constructing various public infrastructure improvements of the Project including, but not limited to, installation of utilities such as water, sanitary sewer and natural gas lines; relocation of utilities; installation and relocation of electrical services; installation of storm drainage; construction of roadways, curbs and gutters; construction of public and private parking facilities; construction of sidewalks; fire protection; installation of traffic signalization and signage; lighting and landscaping of rights-of-way; purchase of rights-of-way necessary for the installation of the infrastructure improvements described hereinabove; engineering, surveys and design fees along with site preparation and grading for the improvements described hereinabove; capitalized interest; preparation fees for the Amended TIF Plan; other incidental costs; and related professional fees for the Project, together with other such infrastructure as may be authorized under the TIF Act and/or REDA (collectively, the "Infrastructure Improvements"). The construction of the Infrastructure Improvements will be undertaken to provide for the public convenience, health, and welfare. A more detailed scope of work including budgets will be identified in development agreements and/or security and reimbursement agreements as necessary and appropriate.

4. It is the intent of the City and County to use tax increment financing and other available funds as may be authorized pursuant to REDA to foster, encourage and expedite the development and redevelopment of the TIF District, including the Elam Arms Section of the TIF District and the Midtown Montevista Section of the TIF District.

5. It is the intent of this Amended TIF Plan to:

a. As development and redevelopment progress, designate specific sections of the TIF District as sections (each a "Section") that are developed and may have TIF Bonds issued in support of Infrastructure Improvements in support of the development or redevelopment of that Section, said TIF Bonds to be secured by real and personal property taxes and sales tax rebates generated from the development and redevelopment of that Section of the TIF District.

b. Authorize TIF Bonds to be issued in one or more series as development occurs and when added increments of sales tax rebates and/or ad valorem taxes from real and personal property located in a Section of the TIF District are sufficient to support the issuance of TIF Bonds in a principal amount not less than one million dollars (\$1,000,000). The total principal amount of TIF Bonds authorized under this Amended TIF Plan shall not exceed Fifteen Million Dollars (\$15,000,000) and may be issued in support of The Elam Arms Project and Midtown Montevista Project.

c. Authorize pledges by the City and County up to one hundred percent (100%) of the sales tax rebates resulting from the development and redevelopment of a Section of the TIF District and/or real and personal property ad valorem tax increases generated by real and personal property located with such Section of the TIF District.

d. Acknowledge that this Amended TIF Plan will likely be amended further to designate other Sections of the TIF District when future development and redevelopment opportunities arise.

e. Acknowledge that the Amend TIF Plan includes and hereby designates the Elam Arms Section of the TIF District and the Midtown Montevista Section of the TIF District.

f. Confirm the "original assessed value" (as defined by the TIF Act), thus authorizing the pledge by the City and the County of real and personal ad valorem property tax increases and increases in sales tax rebates generated in the TIF District and each Section of the TIF District pursuant to the TIF Act.

g. Acknowledge that the City and County have approved and adopted the Hattiesburg Clinic Midtown District Tax Increment Financing Plans and to exclude the Hattiesburg Clinic Midtown District Tax Increment Financing District from the boundaries of the TIF District as established by the Tax Increment Plan Midtown Hattiesburg Project for the City and County (see Exhibit I B).

h. Acknowledge that through the adoption and approval hereof, the City and the County agree to pledge up to one hundred percent (100%) of the sales tax rebates and the increased real and personal property ad valorem taxes generated by the Elam Arms Project to service the Elam Arms Bonds authorized herein for the Elam Arms Project.

i. Acknowledge that through the adoption and approval hereof, the City and the County agree to pledge up to one hundred percent (100%) of the increased real and personal property ad valorem taxes generated by Midtown Montevista Project to service the Midtown Montevista Bonds authorized herein for Midtown Montevista Project.

j. Acknowledge that the sales tax rebates and the increases in the real and personal property ad valorem taxes from the Elam Arms Project are only pledged to service the debt of the Elam Arms Bonds and not any other TIF Bonds authorized by this Amended TIF Plan.

k. Acknowledge that the increases in the real and personal property ad valorem taxes from Midtown Montevista Project are only pledged to service the debt of the Midtown Montevista Bonds and not any other TIF Bonds authorized by this Amended TIF Plan.

l. Acknowledge that the sales tax rebates and the increases in the real and personal property ad valorem taxes from the tax increment financing district set forth in the Hattiesburg Clinic Midtown District Tax Increment Tax Increment Financing Plans of the City and County are not pledged to service TIF Bonds issued pursuant to this Amended TIF Bonds.

m. Acknowledge and define the boundaries of the Elam Arms Section of the TIF District and the Midtown Montevista Section of the TIF District and to provide for the pledges by the City and the County as set forth in this Amended TIF Plan.

n. Acknowledge that TIF Bonds may be issued to reimburse the City and/or developers for Infrastructure Improvements as provided in the Amended TIF Plan and pursuant to the TIF Act and/or REDA.

E. PUBLIC CONVENIENCE AND NECESSITY

1. The public convenience and necessity require participation by the City and County in the Project, which includes The Elam Arms Project and Midtown Montevista Project. The public's interest will be served by the City and County's participations in the Project, which will accomplish the following and serve the best interests of the citizens of the City and County:

a. According to the Master Plan, construction of the Project represents a private investment in excess of Two Hundred Million Dollars (\$200,000,000).

b. The Master Plan projects increases in City, County, and school district real and personal property ad valorem taxes generated within the TIF District to be \$5,400,000 at full build-out. Consistent with the TIF Act, the below ad valorem taxes are based on an Original Assessed Value from 2013.

City	County	School	TOTAL 2013 Taxes
\$392,190	\$505,992	\$536,676	\$1,434,858

c. The Elam Arms Project is expected to significantly increase real and personal property taxes to the City, County and school district. Consistent with the TIF Act, the below values are based on an Original Assessed Value from 2013 within the Elam Arms Section of the TIF District. The table set forth below provides a breakdown of the taxes from the Original

Assessed Values as well as the projected tax increases from The Elam Arms Project at full build-out:

	2013		
Entity	Taxes	After Project	Increase
City Ad Valorem	\$0	\$392,182	\$392,182
County Ad Valorem	\$0	\$500,285	\$500,285
School District Ad Valorem	\$0	\$513,907	\$513,907
TOTALS:	\$0	\$1,406,374	\$1,406,374

d. Midtown Montevista Project is expected to significantly increase real and personal property taxes to the City, County and school district. Consistent with the TIF Act, the below values are based on an Original Assessed Value from 2013 within the Midtown Montevista Section of the TIF District. The table set forth below provides a breakdown of the taxes from the Original Assessed Values as well as the projected tax increases from Midtown Montevista Project at full build-out:

	2013		
Entity	Taxes	After Project	Increase
City Ad Valorem	\$15,695	\$138,480	\$122,785
County Ad Valorem	\$19,409	\$171,243	\$151,834
School District Ad Valorem	\$19,169	\$172,233	\$153,064
TOTALS:	\$54,273	\$481,956	\$427,683

e. The Project will make significant contributions to the development and redevelopment of the TIF District, the City and the County.

f. The Project will help to reduce leakage of millions of retail sales to nearby Mobile, Alabama and the suburbs of New Orleans, Louisiana.

g. The Project will enhance the City and the County's stature as a leading regional hub of higher education, medical care and retail shopping.

h. The Project will enhance and strengthen the economic viability of the TIF District and surrounding areas, increasing the area's attractiveness as investment opportunities.

i. The Project will involve the construction of a new school of nursing at Asbury Hall, enhancing USM to attract the best students in the State of Mississippi (the "State") as well as strengthen the stature of the City and County as a regional medical and business center.

j. The Project will involve the construction of a new School of Business, which will help USM increase enrollment of students pursuing careers in entrepreneurship.

k. The private investment and the investment by USM in the Project area will have a major positive economic impact on the City and the County, including local spending resulting from construction payrolls.

l. The Project will attract shoppers, students and those seeking medical care from all parts of the Pine Belt Region of the State.

m. The Project will increase property taxes in the City, County and Schools and increase sales tax rebates to the City and sales taxes to the State.

n. It is anticipated that the Project will result in significant increases in income taxes to the State.

o. According to the Master Plan, development and redevelopment in the TIF District could have an economic input of over \$200 million over the course of the planning period.

p. The Master Plan projects 3,938 full-time job equivalents at full build-out, with new jobs in education, medical services, professional services, retail, hospitality and other commercial businesses.

q. The Project includes a 50,000 square foot building constructed by Hattiesburg Clinic.

2. Set forth below is a partial listing of the projected benefits from The Elam Arms Project:

a. The Development will accommodate the City's vision for new growth in the TIF District and separately for USM's desire to provide premium luxury accommodations convenient and safe for travelers and to support a desire for additional commercial development including high-quality retail providers and restaurants.

b. The Elam Arms Project will act as catalyst to encourage additional upscale development in the TIF District.

c. The Elam Arms Project compliments major projects built by USM, Forrest General and the Hattiesburg Clinic.

d. The Elam Arms Project will result in the redevelopment of approximately 6.9± acres into a high-quality, luxury, full-service hotel, a stand-alone restaurant, retail and other amenities in immediate proximity to USM, Forest General Hospital and Hattiesburg Clinic.

e. The Elam Arms Project will help reduce the loss of business to other smaller markets, particularly during USM's sponsored events.

f. The Elam Arms Project will generate an estimated \$18,400,000 in new retail sales.

g. The Elam Arms Project is expected to result in an investment of over \$59 million in the City and County, and it is projected to create over 321 permanent full-time and part-time jobs with an estimated annual payroll of \$6.8 million dollars.

h. The hotel, retail, and restaurant development will substantially increase property taxes to an estimated \$1,406,374 for the City, County, and School District.

i. It is anticipated that The Elam Arms Project will result in annual sales tax rebates in excess of \$238,280 to the City.

j. It is projected that the City's 2% Tourism Promotion Tax will generate \$74,000 annually from The Elam Arms Project.

k. It is projected that The Elam Arms Project will result in \$30,000 annually pursuant to the City's 2% Convention Promotion Tax on food and beverage.

l. It is projected that The Elam Arms Project will result in \$52,000 annually pursuant to the City's 1% Tourism Parks and Recreation Tax on hotels and food and beverage.

m. Construction of The Elam Arms Project will create construction jobs and full and part-time jobs upon completion.

3. Set forth below are some of the benefits of Midtown Montevista Project:

a. The 80,000 square foot corporate headquarters will be strategically located on, but underdeveloped, property in the City and the TIF District.

b. Midtown Montevista Project will include green space and infrastructure improvements including subsurface stormwater detention and parking.

c. Midtown Montevista Project represents a private investment in excess of \$50,000,000 in the State.

d. The Midtown Montevista Project will create over 100 new full-time jobs and retain approximately 160 full-time jobs in the metropolitan area.

e. Midtown Montevista Project will increase real and personal property ad valorem taxes for the City, County and School District by \$427,683.

f. Through an Economic Development Highway Grant from the State to the City, Midtown Montevista Project will improve 31st Avenue, Chevy Chase and Lorraine Street.

ARTICLE II

A. REDEVELOPMENT PROJECT DESCRIPTION:

1. The Project: The Project, which includes the Elam Arms Project and Midtown Montevista Project as described in Article I, Section C of this Amended TIF Plan, will consist of the development and redevelopment of the TIF District generally located along U.S. Highway 49 and Hardy Street in the City, and more particularly described in Exhibit 1. The TIF District includes Forrest General Hospital and related medical facilities, Hattiesburg Clinic and numerous retail businesses, professional office buildings, and other facilities. USM is contiguous with the TIF District and is vital to the success of the implementation of the Master Plan. Development and redevelopment include a new full-service hotel, restaurants, professional office buildings and other public and private investment. The Project will likely represent public and private investment in excess of \$200,000,000. The Project is being undertaken pursuant to the Master Plan and this Amended TIF Plan.

2. TIF District: The TIF District, the Elam Arms Section of the TIF District, the Elam Arms Project, the Midtown Montevista Section of the TIF District and the Midtown Montevista Project are described in Article 1 and in Exhibits 1, 2 and 3, respectively, attached to this Amended Plan.

3. Environmental Characteristics and Zoning: The Project site is comprised of a 20+ block mixed-use area, which is zoned as set forth on Exhibit 1.

B. DEVELOPERS' INFORMATION:

1. The Developer of The Elam Arms Project is **Midtown Investors, LLC**, with offices at 11 Parkway Boulevard in the City.

2. The Developer of the of Midtown Montevista Project is **Midtown Montevista, LLC**, with offices located at 16 Office Park Drive, Suite 10 in the City, but which will be established in Midtown Montevista Project.

**ARTICLE III
ECONOMIC DEVELOPMENT IMPACT DESCRIPTION**

A. JOB CREATION:

1. The development of the Project will create hundreds of construction jobs with payroll in the tens of millions.

2. The development of the Project will create full and part-time jobs. It is anticipated that: the Elam Arms Project will create 321 full time and part time jobs upon completion and the Midtown Montevista Project will create at least 100 full-time jobs.

B. FINANCIAL BENEFIT TO THE COMMUNITY

1. AD VALOREM TAXE INCREASES.

a. The Master Plan projects increases in City, County, and School District real and personal property ad valorem taxes to be \$5,400,000 at full build-out. Consistent with the TIF Act, the below ad valorem taxes are based on an Original Assessed Value from 2013 from properties located within the TIF District.

City	County	School	TOTAL 2013 Taxes
\$392,190	\$505,992	\$536,676	\$1,434,858

b. The Elam Arms Project is expected to significantly increase real and personal property taxes to the City, County and School District. Consistent with the TIF Act, the below values are based on an Original Assessed Value from 2013 from properties located within the Elam Arms Section of the TIF District. The table set forth below provides a breakdown of the taxes from the Original Assessed Values as well as the projected tax increases from The Elam Arms Project at full build-out:

Entity	2013		
	Taxes	After Project	Increase
City Ad Valorem	\$0	\$392,182	\$392,182
County Ad Valorem	\$0	\$500,285	\$500,285
School District Ad Valorem	\$0	\$513,907	\$513,907
TOTALS:	\$0	\$1,406,374	\$1,406,374

c. Midtown Montevista Project is expected to significantly increase real and personal property taxes to the City, County and School District. Consistent with the TIF Act, the below values are based on an Original Assessed Value from 2013 on properties located within the Midtown Montevista Section of the TIF District. The table set forth below provides a breakdown of the taxes from the Original Assessed Values as well as the projected tax increases from Midtown Montevista Project at full build-out:

Entity	2013		
	Taxes	After Project	Increase
City Ad Valorem	\$15,695	\$138,480	\$122,785
County Ad Valorem	\$19,409	\$171,243	\$151,834
School District Ad Valorem	\$19,169	\$172,233	\$153,064
TOTALS:	\$54,273	\$481,956	\$427,683

2. RETAIL SALES:

- a. The Elam Arms Project will generate an estimated \$18,400,000 in new retail sales.
- b. The Elam Arms Project is expected to result in an investment of over \$59 million in the City and County, and it is projected to create over 321 permanent full-time and part-time jobs with an estimated annual payroll of \$6.8 million dollars.
- c. The hotel, retail, and restaurant development will substantially increase property taxes to an estimated \$1,406,374 for the City, County, and School District.
- d. It is anticipated that The Elam Arms Project will result in annual sales tax rebates in excess of \$238,280 to the City.
- e. It is projected that the City's 2% Tourism Promotion Tax will generate \$74,000 annually from The Elam Arms Project.
- f. It is projected that The Elam Arms Project will result in \$30,000 annually pursuant to the City's 2% Convention Promotion Tax on food and beverage.
- g. It is projected that The Elam Arms Project will result in \$52,000 annually pursuant to the City's 1% Tourism Parks and Recreation Tax on hotels and food and beverage.

3. OTHER ECONOMIC IMPACTS: According to the Master Plan, development and redevelopment of the TIF District could have an economic input of over \$200 million over the course of the planning period. The Master Plan projects 3,938 full-time job equivalents at full build-out, with new jobs in education, medical services, professional services, retail, hospitality and other commercial businesses. The Project will accommodate the City's vision for new development and growth in the TIF District and encourage additional commercial development including high-quality retail and restaurants. The Project will help reduce leakage of millions of retail sales to nearby Mobile, Alabama and the suburbs of New Orleans, Louisiana. The Project will enhance the City and the County's stature as a leading regional hub of higher education, medical care and retail shopping. The Project will enhance the TIF District, strengthen the economic viability of the area and increase its attractiveness as an investment opportunity.

The private investment in the TIF District will have a major positive economic impact on the City and the County, including local spending resulting from construction payrolls.

**ARTICLE IV
THE OBJECTIVE OF THE AMENDED TIF PLAN**

The primary objective of the Amended TIF Plan is to serve the public convenience and necessity by participating in the Project, which includes The Elam Arms Project and Midtown Montevista Project. The Amended TIF Plan will provide financing for the Infrastructure Improvements, and said Infrastructure improvements will be constructed in accordance with standards, codes, and ordinances of the City. The development of the Project, including the Elam Arms Project and the Midtown Montevista Project, and the development of the Infrastructure Improvements will provide for the health and welfare of the public by providing for safe and adequate utilities and other infrastructure necessary for the development and redevelopment of the TIF District.

**ARTICLE V
A STATEMENT INDICATING THE NEED AND PROPOSED USE OF THE AMENDED TIF PLAN IN
RELATIONSHIP TO THE REDEVELOPMENT PLAN**

The proposed use of the Amended TIF Plan is to provide a financing mechanism for the construction of the Infrastructure Improvements necessary to serve the public that will utilize the induced development throughout the TIF District and other areas as deemed appropriate. The Project, including the Elam Arms Project and the Midtown Montevista Project, requires the assistance of the City and County through the issuance of TIF Bonds to help defray the cost of public infrastructure and other improvements that benefit the community.

**ARTICLE VI
A STATEMENT CONTAINING THE COST ESTIMATE OF THE REDEVELOPMENT PROJECT, PROJECTED
SOURCES OF REVENUE TO MEET THE COSTS, AND THE TOTAL AMOUNT OF
INDEBTEDNESS TO BE INCURRED**

A. TIF DISTRICT

1. COST ESTIMATE OF THE REDEVELOPMENT PROJECT: The development of the Project will represent a private investment in excess of Two Hundred Million Dollars (\$200,000,000). The implementation of this Amended TIF Plan will be a joint undertaking of the City and County, whereby the City and County may enter into interlocal agreements or REDA Agreements, which will designate the City as the primary party in interest in carrying the Project forward. These agreements will provide that the City issue TIF Bonds in one or more series as authorized in this Amended TIF Plan, in a principal amount not to exceed Fifteen Million Dollars (\$15,000,000). The proceeds from the TIF Bonds will be used, in part, to pay the cost of the Infrastructure Improvements which will be undertaken to provide for the public convenience, health, and welfare. A more detailed scope of work including budgets will be identified in development agreements and/or security and reimbursement agreements as necessary and appropriate.

Proceeds of the TIF Bonds may also be used to fund capitalized interest and/or a debt service reserve fund as permitted under the TIF Act.

2. PROJECTED SOURCES OF REVENUE TO MEET COSTS: USM, Forrest General Hospital, Hattiesburg Clinic and other developers will secure funds and/or financing for the public and private investment needed to develop and redevelop the TIF District. The City and County will pledge up to 100% of the increase in real and personal property ad valorem taxes from the TIF District to finance the TIF Bonds. If deemed necessary and appropriate, the City may require additional security from the developers of each section of the TIF District. **The only obligations of the City and County with respect to the payment of any TIF Bonds will be the pledge of up to one hundred percent (100%) of the increased ad valorem real and personal property tax revenues from the TIF District.** Any surplus from the increase in ad valorem taxes from the Project shall be deposited into the general funds of the City and County or as provided in the resolution(s) authorizing the issuance of the TIF Bonds and may be used for any lawful purpose or as directed in the resolution authorizing the issuance of the TIF Bonds.

3. TOTAL AMOUNT OF INDEBTEDNESS TO BE INCURRED: The City is authorized to issue in a total principal amount of not to exceed Fifteen Million Dollars (\$15,000,000) in TIF Bonds in one or more series, which will be secured by the City and County with the pledge of up to 100% of the incremental increases real and personal property ad valorem taxes generated by the TIF District. It is expected that TIF Bonds will be issued in one or more series when development and redevelopment projects occur, and the pledge for each Section of the TIF District will be set forth pursuant to this Amended TIF Plan, as may be amended from time to time. The amount and timing of the TIF Bonds and the terms of said issuance will be determined as each development or redevelopment is proposed and will be pursuant to further actions of the City and County.

B. ELAM ARMS SECTION OF THE TIF DISTRICT:

1. COST ESTIMATE: The development of the Elam Arms Project within the Elam Arms Section of the TIF District represents a private investment in excess of Fifty-Nine Million Dollars (\$59,000,000). The implementation of this Amended TIF Plan will be a joint undertaking of the City and County, whereby the City and County may enter into an interlocal agreement or a REDA Agreement which will designate the City as the primary party in interest in carrying the Elam Arms Project forward. The City and County propose that the City issue the Elam Arms Bonds in one or more series as authorized in this Amended TIF Plan for the Elam Arms Project, in a total principal amount of not to exceed Nine Million Dollars (\$9,000,000), of which \$3,215,000 of Elam Arms Bonds have been issued. The proceeds of the Elam Arms Bonds will be used to pay the cost of Infrastructure Improvements located within the Elam Arms Section of the TIF District, which will be undertaken to provide for the public convenience, health, and welfare of the residents of the City and the County. A more detailed scope of work including budgets will be identified in a development agreement and/or security and reimbursement agreement with Midtown Investors, LLC. Proceeds of the Elam Arms Bonds may also be used to fund capitalized interest and/or a debt service reserve fund as permitted under the TIF Act.

2. PROJECTED SOURCES OF REVENUE TO MEET COSTS: Midtown Investors, LLC will secure financing (or cause financing to be secured) for private investment needed to develop and redevelop the Elam Arms Project. Other sources of revenue may include grants, such as a grant under the Economic Development Highway Act, rebates and tax credits from the State. The City and County will pledge up to one hundred percent (100%) of the increase in real and personal property ad valorem taxes generated

from the Elam Arms Project within the Elam Arms Section of the TIF District to finance the Elam Arms Bonds. If deemed necessary and appropriate, the City may require additional security from Midtown Investors, LLC for the Elam Arms Bonds. The only obligations of the City and County with respect to the payment of any Elam Arms Bonds will be the pledge of up to one hundred percent (100%) of the increased ad valorem real and personal property tax revenues from the Elam Arms Project. Any surplus from the increase in ad valorem taxes from the Project shall be deposited into the general funds of the City and County or as provided in the resolution(s) authorizing the issuance of the Elam Arms Bonds and may be used for any lawful purpose or as directed in the resolution authorizing the issuance of the Elam Arms Bonds.

3. TOTAL AMOUNT OF INDEBTEDNESS TO BE INCURRED: The City is authorized to issue up to Nine Million Dollars (\$9,000,000) in Elam Arms Bonds in one or more series for the Elam Arms Project, which will be secured by the City and County with the pledge of up to one hundred percent (100%) of the incremental increases real and personal property ad valorem taxes generated by the Elam Arms Project within the Elam Arms Section of the TIF District.

4. DESCRIPTION OF INTEREST RATE AND REQUIRED PAYMENTS ON THE ELAM ARMS BONDS FOR THE ELAM ARMS PROJECT: Based upon market factors, it is expected the Elam Arms Bonds for the Elam Arms Project can be obtained at an annual interest rate of not more than seven percent (7%) for up to twenty (20) years. Annual principal and interest payments on the Elam Arms Bonds are estimated to be up to approximately \$713,973 assuming an interest rate of 5.5% over a period of up to fifteen (15) years.

5. PLEDGE OF TAXES TO SERVICE THE ELAM ARMS BONDS: The increase in ad valorem real and personal property tax revenues to be generated within the Elam Arms Section of the TIF District for the City by the Elam Arms Project are estimated to be \$392,182. The increase in ad valorem real and personal property tax revenues to be generated within the Elam Arms Section of the TIF District for the County resulting from the construction of The Elam Arms Project are estimated to be \$500,285. It is requested that up to one hundred percent (100%) of the increased City and County ad valorem real and personal property taxes generated within the Elam Arms Section of the TIF District by the Elam Arms Project be pledged to the payment of the Elam Arms Bonds issued for the Elam Arms Project. The only obligations of the City and County with respect to the payment of the Elam Arms Bonds will be the pledge of up to one hundred percent (100%) of the increased real and personal property ad valorem taxes by the City and County that are generated within the Elam Arms Section of the TIF District as a result of the Elam Arms Project. If deemed necessary and appropriate, the City and the County may require additional security from Midtown Investors, LLC for the Elam Arms Bonds.

6. EXCESS TAXES TO BE ADDED TO THE GENERAL FUNDS: Any surplus in the City's revenues will be deposited in the City's General Fund or as provided in the resolution(s) authorizing the issuance of the Elam Arms Bonds and may be used for any lawful purpose or as directed in the resolution authorizing the issuance of the Elam Arms Bonds. Any surplus in the County's revenues will be deposited in the County's General Fund or as provided in the resolution(s) authorizing the issuance of the Elam Arms Bonds and may be used for any lawful purpose or as directed in the resolution authorizing the issuance of the Elam Arms Bonds.

C. MIDTOWN MONTEVISTA SECTION OF THE TIF DISTRICT:

1. **COST ESTIMATE:** The development of Midtown Montevista Project represents a private investment in excess of Fifty Million Dollars (\$50,000,000). The implementation of this Amended TIF Plan will be a joint undertaking of the City and County, whereby the City and County may enter into an interlocal agreement or a REDA Agreement which will designate the City as the primary party in interest in carrying the Midtown Montevista Project forward. The City and County propose that the City is authorized to issue Midtown Montevista Bonds in one or more series as authorized in this Amended TIF Plan for Midtown Montevista Project, in a total principal amount not to exceed Two Million Eight Hundred Fifty Thousand Dollars (\$2,850,000). The proceeds of the Midtown Montevista Bonds will be used to pay the cost of the Infrastructure Improvements within the Midtown Montevista Section of the TIF District, which will be undertaken to provide for the public convenience, health, and welfare. A more detailed scope of work including budgets will be identified in a development agreement and/or security and reimbursement agreement with Midtown Montevista, LLC. Proceeds of the Midtown Montevista Bonds may also be used to fund capitalized interest and/or a debt service reserve fund as permitted under the TIF Act.

2. **PROJECTED SOURCES OF REVENUE TO MEET COSTS:** Midtown Montevista, LLC will secure financing (or cause financing to be secured) for private investment needed to develop and redevelop Midtown Montevista Project. Other sources of revenue may include grants, such as grants through the Economic Development Highway Act, rebates and tax credits from the State. To secure the Midtown Montevista Bonds, the City and County will pledge 100% of the incremental increase in real and personal property ad valorem taxes within the Midtown Montevista Section of the TIF District from the Midtown Montevista Project; however, the principal amount of the Midtown Montevista Bonds to be issued shall be based upon eighty-five percent (85%) of the incremental increase in real and personal property ad valorem taxes within the Midtown Montevista Section of the TIF District. The only obligations of the City and County with respect to the payment of any Midtown Montevista Bonds will be the pledge of the increased ad valorem real and personal property tax revenues from Midtown Montevista Project located within the Midtown Montevista Section of the TIF District. Any surplus from the increase in ad valorem taxes from the Project shall be deposited into the general funds of the City and County, as appropriate, or as provided in the resolution(s) authorizing the issuance of the Midtown Montevista Bonds and may be used for any lawful purpose or as directed in the resolution authorizing the issuance of the Midtown Montevista Bonds.

3. **TOTAL AMOUNT OF INDEBTEDNESS TO BE INCURRED:** The City is authorized to issue in a total principal amount of not to Two Million Eight Hundred Fifty Thousand Dollars (\$2,850,000) in Midtown Montevista Bonds in one or more series for Midtown Montevista Project, which will be secured by the City and County with the pledge of 100% of the incremental increases real and personal property ad valorem taxes generated by Midtown Montevista Project located within the Midtown Montevista Section of the TIF District.

4. **DESCRIPTION OF INTEREST RATE AND REQUIRED PAYMENTS ON THE MIDTOWN MONTEVISTA BONDS FOR MIDTOWN MONTEVISTA PROJECT:** Based on market factors, it is expected that the Midtown Montevista Bonds for the Midtown Montevista Project can be obtained at an annual interest rate of not more than seven percent (7%) for up to twenty (20) years. Annual principal and interest payments on the Midtown Montevista Bonds are estimated to be up to approximately \$238,919 assuming an interest rate of 3.0% over a period of up to fifteen (15) years.

5. **PLEDGE OF TAXES TO SERVICE THE Midtown Montevista BONDS:** The increase in ad valorem real and personal property tax revenues to be generated for the City by Midtown Montevista Project located within the Midtown Montevista Section of the TIF District are estimated to be \$122,785. The increase in ad valorem real and personal property tax revenues to be generated for the County resulting from the construction of Midtown Montevista Project are estimated to be \$151,834. It is requested that one hundred percent (100%) of the increased City and County ad valorem real and personal property taxes generated by Midtown Montevista Project be pledged to the payment of the Midtown Montevista Bonds issued for the Midtown Montevista Project; however, the principal amount of the Midtown Montevista Bonds to be issued shall be based upon eighty-five percent (85%) of the incremental increase in real and personal property ad valorem taxes within the Midtown Montevista Project. The only obligations of the City and County with respect to the payment of the debt obligations will be the pledge of the increased real and personal property ad valorem taxes by the City and County that are generated as a result of Midtown Montevista Project within the Midtown Montevista Section of the TIF District. If deemed necessary and appropriate, the City and the County may require additional security from Midtown Montevista, LLC to secure the Midtown Montevista Bonds.

6. **EXCESS TAXES TO BE ADDED TO THE GENERAL FUNDS:** Any surplus in the City's revenues will be deposited in the City's General Fund or as provided in the resolution(s) authorizing the issuance of the Elam Arms Bonds and may be used for any lawful purpose or as directed in the resolution authorizing the issuance of the Elam Arms Bonds. Any surplus in the County's revenues will be deposited in the County's General Fund or as provided in the resolution(s) authorizing the issuance of the Midtown Montevista Bonds and may be used for any lawful purpose or as directed in the resolution authorizing the issuance of the Midtown Montevista Bonds.

ARTICLE VII REAL PROPERTY TO BE INCLUDED IN TAX INCREMENT FINANCING PLAN

A. **TIF DISTRICT:** The real property to be included in this Amended TIF Plan from which the ad valorem real and personal property tax revenues will be generated to finance one or more series of TIF Bonds will be the TIF District as described and set forth in the Master Plan and attached as Exhibit 1. However, that area described as the Hattiesburg Clinic Midtown District Project Tax Increment Financing District (Hattiesburg TIF District) is excluded from the TIF District.

B. **ELAM ARMS SECTION OF THE TIF DISTRICT:** The Elam Arms Section of the TIF District is located at both the former Elam Arms dormitory site on a 6.9± acre property and other property located immediately across Hardy Street from the main entrance of the USM, and an additional 3± acre parcel is in the City. The Elam Arms Section of the TIF District is further described by the legal descriptions and maps attached hereto as Exhibit 2.

C. **MIDTOWN MONTEVISTA SECTION OF THE TIF DISTRICT:** Midtown Montevista Project is an 8-acre tract located in the City and as further described by the legal description and maps attached hereto as Exhibit 3.

ARTICLE VIII
DURATION OF THE TAX INCREMENT FINANCING PLAN'S EXISTENCE

This Amended TIF Plan shall remain in effect and in existence so long as there are TIF Bonds outstanding, including any refunding bonds issued therefor.

ARTICLE IX
ESTIMATED IMPACT OF TAX INCREMENT FINANCING PLAN UPON THE REVENUES OF ALL TAXING JURISDICTIONS IN WHICH A REDEVELOPMENT PROJECT IS LOCATED

A. AD VALOREM TAX INCREASES

1. The construction and development of the Project, including The Elam Arms Project and Midtown Montevista Project, will generate significant increases in ad valorem tax revenues for the City, the County, and the School District. The Master Plan projects increases in City, County, and School District real and personal property ad valorem taxes to be \$5,400,000 at full build-out. Consistent with the TIF Act, the below ad valorem taxes are based on an Original Assessed Value from 2013 on properties within the TIF District.

City	County	School	TOTAL 2013 Taxes
\$392,190	\$505,992	\$536,676	\$1,434,858

b. The Elam Arms Project is expected to significantly increase real and personal property taxes to the City, County and School District. Consistent with the TIF Act, the below values are based on an Original Assessed Value from 2013 on properties within the Elam Arms Section of the TIF District. The table set forth below provides a breakdown of the taxes from the Original Assessed Values as well as the projected tax increases from the Elam Arms Project at full build-out:

Entity	2013		
	Taxes	After Project	Increase
City Ad Valorem	\$0	\$392,182	\$392,182
County Ad Valorem	\$0	\$500,285	\$500,285
School District Ad Valorem	\$0	\$513,907	\$513,907
TOTALS:	\$0	\$1,406,374	\$1,406,374

2. Midtown Montevista Project is expected to significantly increase real and personal property taxes to the City, County and School District. Consistent with the TIF Act, the below values are based on an Original Assessed Value from 2013 on properties located within the Midtown Montevista Section of the TIF District. The table set forth below provides a breakdown of the taxes from the Original Assessed Values as well as the projected tax increases from Midtown Montevista Project at full build-out:

	2013		
Entity	Taxes	After Project	Increase
City Ad Valorem	\$15,695	\$138,480	\$122,785
County Ad Valorem	\$19,409	\$171,243	\$151,834
School District Ad Valorem	\$19,169	\$172,233	\$153,064
TOTALS:	\$54,273	\$481,956	\$427,683

B. INCREASES IN EMPLOYMENT:

1. The Master Plan projects 3,938 full-time job equivalents at full build-out, with new jobs in education, medical services, professional services, retail, hospitality and other commercial businesses. Impacts to the State's income taxes depend on a variety of factors and cannot be calculated at this time.

2. The Elam Arms Project is projected to create over 321 permanent full-time and part-time jobs with an estimated annual payroll of \$6,000,000 million dollars. Impacts to the State's income taxes depend on a variety of factors and cannot be calculated at this time.

3. The Midtown Montevista Project will create over 100 new full-time jobs and retain approximately 160 full-time jobs in the metropolitan area. Retained jobs will have an anticipated average wage of \$87,000. Impacts to the State's income taxes depend on a variety of factors and cannot be calculated at this time.

C. SALES TAXES:

1. The Elam Arms Project will generate an estimated \$18,400,000 in annual retail sales, resulting in approximately \$1,288,000 in sales taxes to the State each year.

2. It is anticipated that The Elam Arms Project will result in annual sales tax rebates in excess of \$238,280 to the City from net new hotel, retail and restaurant sales.

3. It is projected that the City's 2% Tourism Promotion Tax will generate \$74,000 annually from The Elam Arms Project.

4. It is projected that The Elam Arms Project will result in \$30,000 annually pursuant to the City's 2% Convention Promotion Tax on food and beverage.

5. It is projected that The Elam Arms Project will result in \$52,000 annually pursuant to the City's 1% Tourism Parks and Recreation Tax on hotels and food and beverage.

Ad valorem real and personal property revenue data for The Elam Arms Project and the Project were provided to the City with assistance of the Midtown Hattiesburg Steering Committee and the Office of the County's Tax Assessor.

ARTICLE X

THE GOVERNING BODY OF THE CITY SHALL BY RESOLUTION FROM TIME TO TIME, DETERMINE (i) THE DIVISION OF AD VALOREM TAX RECEIPTS, IF ANY, THAT MAY BE USED TO PAY FOR THE COST OF ALL OR ANY PART OF A REDEVELOPMENT PROJECT; (ii) THE DURATION OF TIME IN WHICH SUCH TAXES MAY BE USED FOR SUCH PURPOSES; (iii) IF THE GOVERNING BODY OF THE CITY SHALL ISSUE BONDS FOR SUCH REDEVELOPMENT PROJECT; AND (iv) SUCH OTHER RESTRICTIONS, RULES AND REGULATIONS AS

IN THE SOLE DISCRETION OF THE GOVERNING BODY OF THE CITY SHALL BE NECESSARY IN ORDER TO PROMOTE AND PROTECT THE PUBLIC INTEREST.

Through the adoption of this Amended TIF Plan, the Governing Body of the City acknowledges the above and shall adopt the necessary resolutions when deemed necessary and appropriate.

**ARTICLE XI
PLAN OF FINANCING**

A. This Amended TIF Plan provides for the City, acting on behalf of itself and the County, to issue the TIF Bonds in one or more series, which will be secured by the pledge of incremental increases in ad valorem taxes as set forth in Article VI. Each Project may be funded in whole or in part through the following sources: TIF bonds issued by the City issued pursuant to this Amended TIF Plan, private equity and debt, grants and incentives from the State such as funds through the Advantage Jobs Program, the Economic Development Highway Act, the Mississippi Bond Finance Corporation, and other funds.

B. The amount of TIF Bonds, the timing of said TIF Bonds issuance, and the percentage of debt service to be repaid by the City and County shall be set forth as redevelopment occurs, however as of the date of this Amended TIF Plan:

1. The Elam Arms Project: The City may issue Elam Arms Bonds in an amount not to exceed Nine Million Dollars (\$9,000,000), which will be secured by the City and County with the pledge of up to one hundred percent (100%) of the incremental increase in real and personal property ad valorem taxes generated by the Elam Arms Project located within the Elam Arms Section of the TIF District.

2. Midtown Montevista Project: The City may issue Midtown Montevista Bonds in an amount not to exceed Two Million Eight Hundred Fifty Thousand (\$2,850,000), which will be secured by the City and County with the pledge of one hundred percent (100%) of the incremental increase in real and personal property ad valorem taxes generated by Midtown Montevista Project. The Midtown Montevista Bonds shall be sized based upon eighty-five percent (85%) of the incremental increase in real and personal property ad valorem taxes generated by the Midtown Montevista Project located within the Midtown Montevista Section of the TIF District.

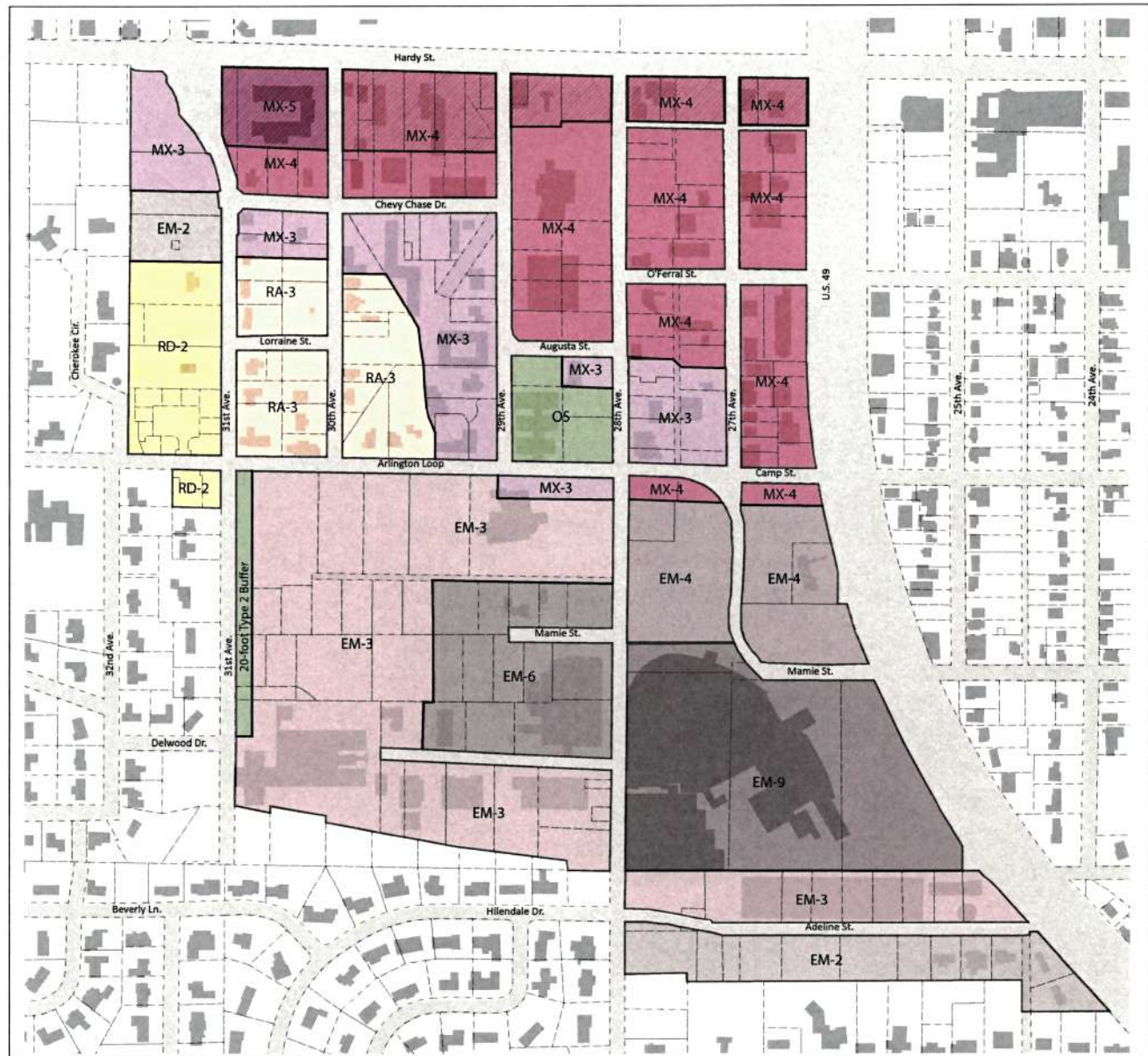
**ARTICLE XII
A STATEMENT REQUIRING THAT SEPARATE FUNDS BE ESTABLISHED TO RECEIVE
AD VALOREM TAXES AND THE PROCEEDS OF ANY OTHER FINANCIAL ASSISTANCE**

A. A separate fund entitled the "Tax Increment Financing Fund, The Elam Arms Project" shall be established by the City to receive real and personal ad valorem taxes and sales tax rebates generated by the development or redevelopment of The Elam Arms Project and the proceeds of any other financial assistance received in connection with The Elam Arms Project.

B. A separate fund entitled the "Tax Increment Financing Fund, Midtown Montevista Project" shall be established by the City to receive real and personal ad valorem taxes and sales tax rebates generated by the development or redevelopment of Midtown Montevista Project and the proceeds of any other financial assistance received in connection with Midtown Montevista Project.

Sec. 2.2. Midtown Form-Based Code Zoning Map

The following map is established and made a part of the City of Hattiesburg Official Zoning Map.



Mixed Use

- MX-3: Mixed Use 3-Story
- MX-4: Mixed Use 4-Story
- MX-5: Mixed Use 5-Story

Employment

- EM-2: Employment 2-Story
- EM-3: Employment 3-Story
- EM-4: Employment 4-Story
- EM-6: Employment 6-Story
- EM-9: Employment 9-Story

Residential

- RD-2: Detached 2-Story
- RA-3: Attached 3-Story

Open Space

- OS: Open Space

Overlay

- HS: Hardy Street Overlay

EXHIBIT I
Midtown
TIF District
(continued)

MIDTOWN HATTIESBURG PROJECT
TAX INCREMENT FINANCING DISTRICT

STATE OF MISSISSIPPI
COUNTY OF FORREST
CITY OF HATTIESBURG

A part of the SE $\frac{1}{4}$ of Section 7, a part of the SW $\frac{1}{4}$ Section 8 and a part of the NW $\frac{1}{4}$ of the NW $\frac{1}{4}$ of Section 17, T-4-N, R-13-W, Forrest County, Mississippi and being more particularly described as follows:

Beginning at the Intersection of South Right-of-Way (ROW) line of Hardy Street and the West ROW line of U.S. Highway No. 49; thence run Southeasterly and along said West ROW line for 2,930 feet, more or less, to the SE corner of a lot owned by Forrest General Hospital and having a Forrest County Parcel Number 2-039B-17-065.00; thence run West along the South line of said Parcel for 290 feet, more or less, to the West ROW line of Velma Avenue; thence run North along said West ROW line of Velma for 190 feet, more or less, to the South line of the Morningside Heights Subdivision; thence run West along said South subdivision line for 1,300 feet, more or less, to the West ROW line of South 28th Avenue; thence run North along said West ROW line for 350 feet to the NE corner of the Hillendale Subdivision; thence run West along said North subdivision line for 140 feet to the NW corner of Lot 1 Block D of said Hillendale Subdivision; thence run North for 35 feet, more or less, to the Northern boundary line of the said Hillendale Subdivision; thence run Northwesterly along the said Northern boundary for 1,160 feet, more or less, to the Western ROW line of South 31st Avenue; thence run North along said Western ROW line for 965 feet, more or less, to the SE corner of Cherokee Court Subdivision; thence run West along the South line of said Cherokee Court for 154.25 feet to the SW corner of said Cherokee Court; thence run North along the West line of said Cherokee Court for 123 feet to the South ROW line of Arlington Loop; thence continue North for 50' to the North ROW line of Arlington Loop; thence run West along said ROW line of Arlington Loop for 145 feet, more or less, to the SE corner of the Carrollton Subdivision; thence run North along the East line of said subdivision for 1,265 feet, more or less, to the South ROW line of Hardy Street; thence run East along said South line of Hardy street for 2,240 feet, more or less to the West ROW line of U.S. Highway No. 49 and the Point of Beginning, comprising 145 acres, more or less.

EXHIBIT I B

HATTIESBURG CLINIC MIDTOWN DISTRICT PROJECT
TAX INCREMENT FINANCING DISTRICT

[FHG]:

The East ½ of Lot 2 is Block 1 of the Hillsdale Addition to the City of Hattiesburg, Forrest County, Mississippi, as per the map or plat of such addition on file and of record in the office of the Chancery Clerk of Forrest County, Mississippi, in Plat Book 7 at Page 70/Plat Cabinet A at Slide 120;

ALSO: [Tatum]

All of Lot 3 of Block 1 of the Hillsdale Addition to the City of Hattiesburg, Forrest County, Mississippi, as per the map or plat of such addition on file and of record in the office of the Chancery Clerk of Forrest County, Mississippi, in Plat Book 7 at Page 70/Plat Cabinet 1 at Slide 120.

AND:

The North 10 feet of the former alley lying south of and abutting the South line of said Lot 3, which alley was closed and vacated, in part, by Ordinance No. 2509 of the City of Hattiesburg, adopted November 22, 1994, and recorded in Land Deed Book 722 at Page 698.

ALSO: [Mathis/Mills]

All of Lot 7 and the East 22.2 feet of Lot 8, Block 1 of the Hillsdale Addition to the City of Hattiesburg, Forrest County, Mississippi, as per the map or plat thereof on file in the office of the Chancery Clerk of Forrest County, Mississippi, in Plat Book 7 at Page 70 (now Plat Cabinet A, Slide 120), together with all improvements thereon and all appurtenances thereunto belonging.

ALSO: [Sullivan]

All of Lots 5 and 6 of Block 1 the Hillsdale Addition to the City of Hattiesburg, Forrest County, Mississippi, as per the map or plat thereof on file in the office of the Chancery Clerk of Forrest County, Mississippi, in Plat Book 7 at Page 70 (now Plat Cabinet A, Slide 120), together with all improvements thereon and all appurtenances thereunto belonging.

*NOTE:

The area described hereinabove is excluded from the Midtown Hattiesburg Project Tax Increment Financing and is not a part of the said TIF District boundaries.

EXHIBIT I B

HATTIESBURG CLINIC MIDTOWN DISTRICT PROJECT
TAX INCREMENT FINANCING DISTRICT

[FHG]:

The East 1/4 of Lot 2 is Block 1 of the Hillsdale Addition to the City of Hattiesburg, Forrest County, Mississippi, as per the map or plat of such addition on file and of record in the office of the Chancery Clerk of Forrest County, Mississippi, in Plat Book 7 at Page 70/Plat Cabinet A at Slide 120;

ALSO: [Tatum]

All of Lot 3 of Block 1 of the Hillsdale Addition to the City of Hattiesburg, Forrest County, Mississippi, as per the map or plat of such addition on file and of record in the office of the Chancery Clerk of Forrest County, Mississippi, in Plat Book 7 at Page 70/Plat Cabinet 1 at Slide 120.

AND:

The North 10 feet of the former alley lying south of and abutting the South line of said Lot 3, which alley was closed and vacated, in part, by Ordinance No. 2509 of the City of Hattiesburg, adopted November 22, 1994, and recorded in Land Deed Book 722 at Page 698.

ALSO: [Mathis/Mills]

All of Lot 7 and the East 22.2 feet of Lot 8, Block 1 of the Hillsdale Addition to the City of Hattiesburg, Forrest County, Mississippi, as per the map or plat thereof on file in the office of the Chancery Clerk of Forrest County, Mississippi, in Plat Book 7 at Page 70 (now Plat Cabinet A, Slide 120), together with all improvements thereon and all appurtenances thereunto belonging.

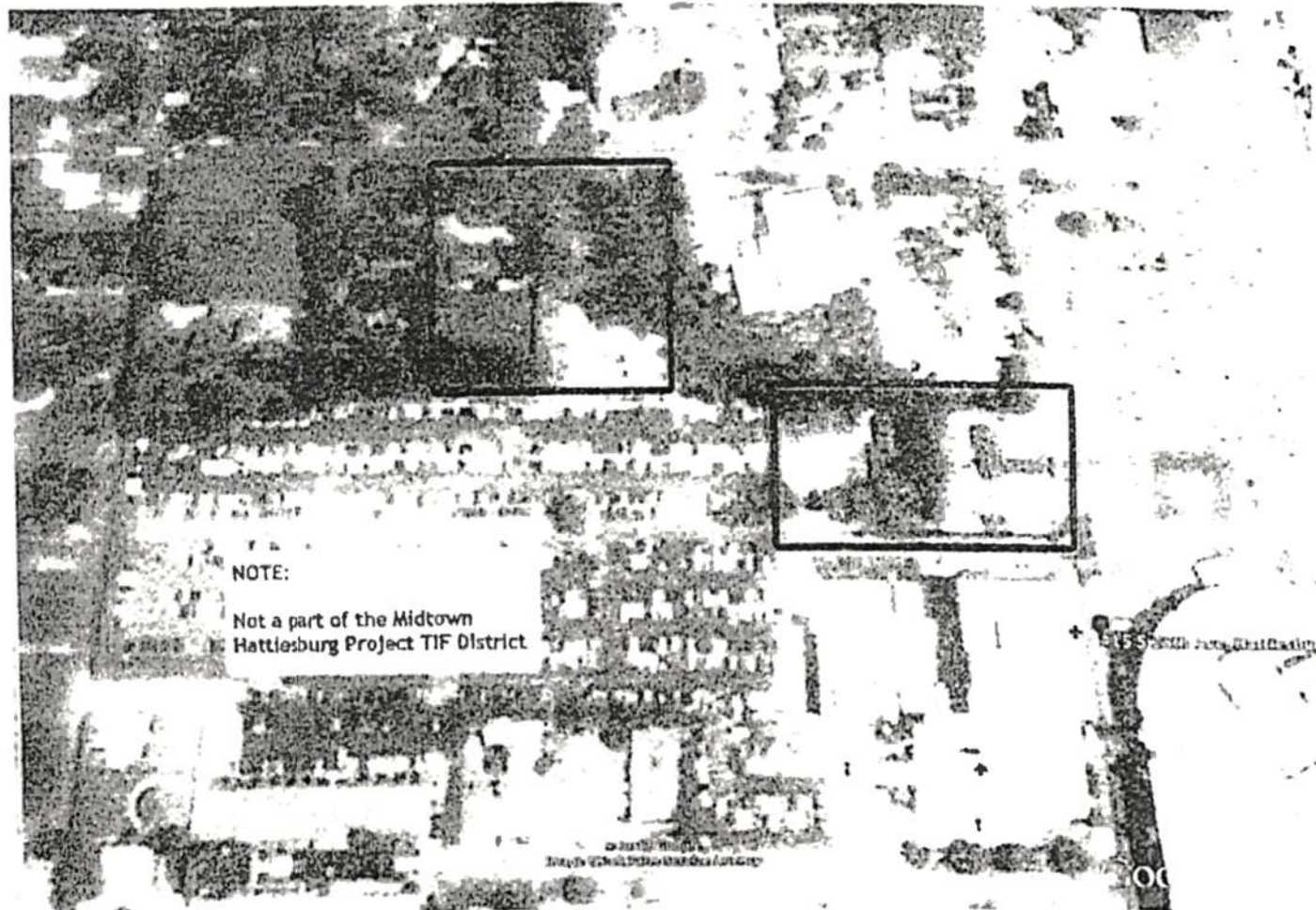
ALSO: [Sullivan]

All of Lots 5 and 6 of Block 1 the Hillsdale Addition to the City of Hattiesburg, Forrest County, Mississippi, as per the map or plat thereof on file in the office of the Chancery Clerk of Forrest County, Mississippi, in Plat Book 7 at Page 70 (now Plat Cabinet A, Slide 120), together with all improvements thereon and all appurtenances thereunto belonging.

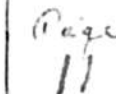
NOTE:

The area described hereinabove is excluded from the Midtown Hattiesburg Project Tax Increment Financing and is not a part of the said TIF District boundaries.

EXHIBIT I B
HATTIESBURG CLINIC MIDTOWN DISTRICT TAX INCREMENT FINANCING DISTRICT

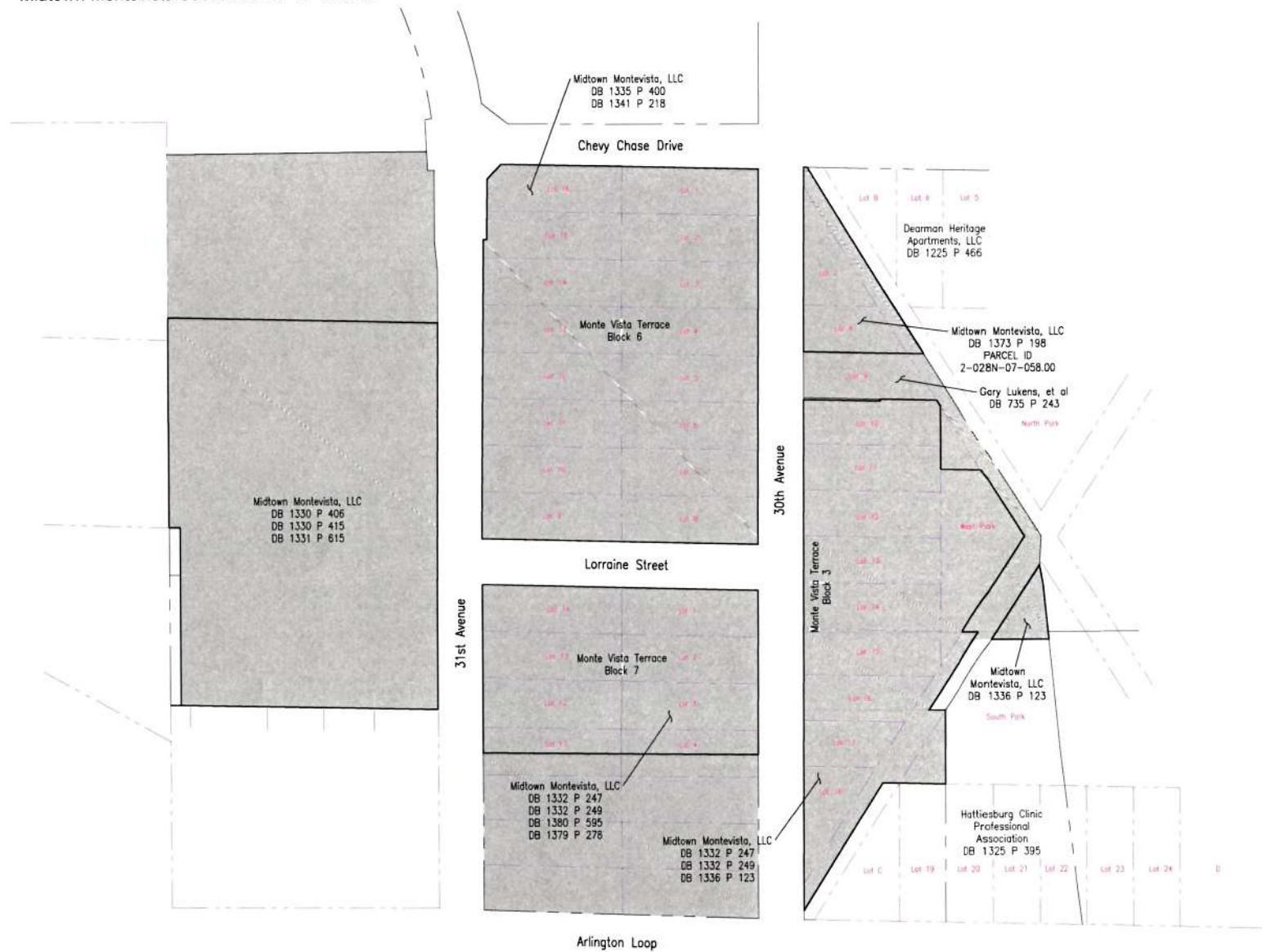


10

[illegible]

Page

Exhibit 3
Midtown Montevista Section of the TIF District





Memorandum

To: Mayor Toby Barker and Members of City Council

From: Ann Jones, Chief Administrative Officer

cc:

Date: Tuesday, September 20, 2022

Re: Adopt a Resolution authorizing the employment of certain professionals in connection with the issuance of tax increment limited obligation bonds (Montevista Project) of the city in the maximum principal amount of not to exceed \$2,850,000.00 for the purpose of providing funds for certain infrastructure improvements related to the Midtown Montevista Project; and for related purposes.
File Number: 2022-706
Minute Book #

Summary

Adopt a Resolution authorizing the employment of certain professionals in connection with the issuance of tax increment limited obligation bonds (Montevista Project) of the city in the maximum principal amount of not to exceed \$2,850,000.00 for the purpose of providing funds for certain infrastructure improvements related to the Midtown Montevista Project; and for related purposes.

Recommendation Statement

I recommend this item be added to the Council's agenda for consideration.

Please place this on the September 20, 2022 City Council meeting for consideration.

The Mayor and City Council (the “Governing Body”) of the City of Hattiesburg, Mississippi (the “City”), took up for consideration the matter of employing certain professionals in connection with the tax increment financing bonds for the Midtown Montevista Project. After a discussion of the subject, Councilperson _____ offered and moved the adoption of the following resolution:

RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF HATTIESBURG, MISSISSIPPI, AUTHORIZING THE EMPLOYMENT OF CERTAIN PROFESSIONALS IN CONNECTION WITH THE ISSUANCE OF TAX INCREMENT LIMITED OBLIGATION BONDS (MONTEVISTA PROJECT) OF THE CITY IN THE MAXIMUM PRINCIPAL AMOUNT OF NOT TO EXCEED \$2,850,000 FOR THE PURPOSE OF PROVIDING FUNDS FOR CERTAIN INFRASTRUCTURE IMPROVEMENTS RELATING TO THE MIDTOWN MONTEVISTA PROJECT; AND FOR RELATED PURPOSES.

WHEREAS, the Governing Body of the City hereby finds, determines, adjudicates and declares as follows:

1. The Governing Body of the City has determined the necessity to provide funds to finance all or a port of the costs of certain infrastructure improvements relating to the Midtown Montevista Project (the “Project”) in the City pursuant to the Sections 21-45-1 *et seq.*, Mississippi Code of 1972, as amended or supplemented from time to time (the “TIF Act”) to assist in the financing of infrastructure in support of the Project.

2. It is necessary and in the public interest for the City to issue not to exceed \$2,850,000 Tax Increment Limited Obligation Bonds of the City pursuant to the TIF Act (the “Bonds”).

3. That in order to prepare the necessary resolutions and documents pursuant to the TIF Act, including a tax increment financing plan, development agreement, interlocal agreement, and related documents in connection with the sale and issuance of the Bonds, it is in the best interest of the City to authorize Randy Pope, Hattiesburg, Mississippi, as counsel to the City, Butler Snow LLP, Ridgeland, Mississippi, as Bond Counsel, and Government Consultants, Inc. Madison, Mississippi, as Municipal Advisor, to prepare and distribute such resolutions and documents necessary in order to facilitate compliance with the TIF Act, including the preparation and review of an amended and restated tax increment financing plan, development and reimbursement agreement and other related documents necessary to facilitate the sale and issuance of such Bonds subject to the approval of the Governing Body of the City.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY, ACTING FOR AND ON BEHALF OF THE CITY, AS FOLLOWS:

SECTION 1. That all of the findings of fact made and set forth in the preamble to this resolution shall be and the same are hereby found, declared, and adjudicated to be true and correct.

SECTION 2. The Governing Body hereby declares its intention to issue the Bonds of the City in one or more series to raise money for the Project.

SECTION 3. The Governing Body herein employs Randy Pope, Hattiesburg, Mississippi, as counsel to the City, Butler Snow LLP, Ridgeland, Mississippi, as Bond Counsel, and Government Consultants, Inc., Madison, Mississippi, as Municipal Advisor, and authorizes them to prepare and distribute such resolutions and documents necessary in order to facilitate compliance with the TIF Act, including the preparation and review of a tax increment financing plan, development and reimbursement agreement, interlocal agreement, and related documents in connection with the sale and issuance of the Bonds necessary to facilitate the sale and issuance of such Bonds at a subsequent date subject to the approval of the Governing Body of the City.

SECTION 4. The Mayor and City Clerk of the City are hereby authorized and directed to execute and deliver the engagement letter of Butler Snow LLP, attached hereto as **EXHIBIT A**, or such other documents as may be necessary to effectuate the purposes of this Resolution.

SECTION 5. In connection with the employment of Municipal Advisor, the City is hereby requested to execute the Independent Registered Municipal Advisor (“IRMA”) Representation Letter (the “IRMA Letter”) attached hereto as **EXHIBIT B**. The form of the IRMA Letter and the execution of same by the Mayor and City Clerk is hereby approved and authorized.

Councilperson _____ seconded the motion to adopt the foregoing resolution and the same being put to a roll call vote, the result was as follows:

YEAS:

NAYS:

ABSENT:

The President thereby declared the motion carried and the resolution adopted this the 20th day of September 2022.

(SEAL)

ATTEST:

ADOPTED:

CLERK OF COUNCIL

PRESIDENT

The above and foregoing resolution having been submitted to and approved by the Mayor, this the 20th day of September 2022.

CITY CLERK

MAYOR

**EXHIBIT A
BUTLER SNOW
ENGAGEMENT LETTER**

EXHIBIT B

INDEPENDENT REGISTERED MUNICIPAL ADVISOR REPRESENTATION LETTER

September 20, 2022

Mayor and City Council
City of Hattiesburg, Mississippi
City Hall, 200 Forrest Street
Hattiesburg, Mississippi 39403-1898

Re: Not to Exceed \$2,850,000 Tax Increment Limited Obligation Bonds, (The Midtown Montevista Project) (the "**Bonds**")

Ladies and Gentlemen:

The purpose of this engagement letter is to set forth certain matters concerning the services we will perform as bond counsel to the City of Hattiesburg, Mississippi (the "**City**"), in connection with the issuance of the above-referenced Bonds. We understand that the Bonds are being issued for the purpose of providing funds for (i) for certain site and infrastructure improvements in connection with Midtown Montevista Project, as defined in the City's Amended and Restated Tax Increment Financing Plan, Montevista Project, August 2022, (the "Amended and Restated TIF Plan"), and for related purposes, all pursuant to Sections 21-45-1 *et seq.*, Mississippi Code of 1972, as amended and/or supplemented from time to time (the "**Act**"), and will be secured by certain tax increments as described in the City TIF Plan, as authorized by and provided in the Act. We further understand that the date for the public or private sale of the Bonds will be determined subsequent to the date of this letter.

SCOPE OF ENGAGEMENT

In connection with this engagement, we expect to perform the following duties:

1. Subject to the completion of proceedings to our satisfaction, render our legal opinion (the "**Bond Opinion**") regarding the validity and binding effect of the Bonds, the source of payment and security for the Bonds, and the excludability or includability of interest on the Bonds from or in, respectively, gross income for federal income tax purposes and the excludability of interest on the Bonds from gross income for State of Mississippi (the "**State**") income tax purposes;
2. Prepare and review documents necessary or appropriate for the authorization, issuance and delivery of the Bonds and coordinate the authorization and execution of such documents, including, but not necessarily limited to the Amended and Restated TIF Plan, Development and Reimbursement Agreement, Interlocal Agreement, and other documents in connection with the sale and issuance of the Bonds necessary to facilitate the sale and issuance of such Bonds;
3. Assist the City in seeking from any other governmental authorities such approvals, permissions, and exemptions as we determine are necessary or appropriate in connection with the

Post Office Box 6010
Ridgeland, MS 39158-6010

SAM KEYES
4522
Sam.Keyes@butlersnow.com

Suite 1400
1020 Highland Colony Parkway
Ridgeland, Mississippi 39157

authorization, issuance and delivery of the Bonds, except that we will not be responsible for any required Blue Sky filings;

4. Review legal issues relating to the structure of the Bond issue;
5. Pursue validation proceedings under State law;
6. If applicable, assist the City in preparing the official statement (the "**Official Statement**") and subject to satisfactory completion of our review, provide to the Issuer written advice that in the course of our participation, no information has come to our attention that leads us to believe that the Official Statement, as of its date (except for financial statements, other statistical data, feasibility reports and statements of trends and forecasts and book-entry language contained in the Official Statement and its appendices, as to which we will express no opinion), contains any untrue statement of material fact or omits to state any material fact necessary to make the statements in the Official Statement, in light of the circumstances under which they were made, not misleading;
7. If applicable, assist the City in presenting information to bond rating organizations, if necessary, and providers of credit enhancement relating to legal issues affecting the issuance of the Bonds;
8. If applicable, prepare and review the notice of sale pertaining to the competitive sale of the Bonds; and
9. If applicable, draft the continuing disclosure undertaking of the City.

Our Bond Opinion will be addressed to the City and will be delivered by us on the date of delivery of the Bonds. The Bond Opinion will be based on facts and laws existing as of its date. In rendering our Bond Opinion, we will rely upon the certified proceedings and other certifications of public officials and other persons furnished to us without undertaking to verify the same by independent investigation, and we will assume continuing compliance by the City with applicable laws relating to the Bonds. During the course of this engagement, we will rely on you to provide us with complete and timely information on all developments pertaining to any aspect of the Bonds and their security. We understand that you will direct members of your staff and other employees of the City to cooperate with us in this regard. In rendering our Bond Opinion, we will expressly rely upon other counsel as to due authorization, execution and delivery of bond documents executed by the City.

Our duties in this engagement are limited to those expressly set forth above. Among other things, our duties under this engagement, without a separate engagement as may hereafter be agreed between the parties, do not include:

(a) Except as described in paragraph 6 above, assisting in the preparation or review of the Official Statement or any other disclosure document with respect to the Bonds, or performing an independent investigation to determine the accuracy, completeness or sufficiency of any such document or rendering advice that the Official Statement or other disclosure document does not contain any untrue statement of a material fact or omit to state a material fact necessary to make the statements contained therein, in light of the circumstances under which they were made, not misleading;

(b) Preparing request for tax rulings from the Internal Revenue Service ("IRS") or no action letters from the Securities and Exchange Commission ("SEC");

(c) Preparing Blue Sky or investment surveys with respect to the Bonds;

(d) Drafting State constitutional or legislative amendments;

(e) Pursuing test cases or other litigation, such as contested validation proceedings;

(f) Making an investigation or expressing any view as to the creditworthiness of the City as issuer or the Bonds;

(g) Except as described in paragraph 9 above, assisting in the preparation of, or opining on, a continuing disclosure undertaking pertaining to the Bonds or, after closing, providing advice concerning any actions necessary to assure compliance with any continuing disclosure undertaking;

(h) Representing the City in IRS examinations or inquiries, or SEC investigations;

(i) After closing, if applicable, providing continuing advice to the City or any other party concerning any actions necessary to assure that interest paid on the Bonds will continue to be excludable from or includable in gross income for federal income tax purposes (e.g., if applicable, our engagement does not include rebate calculations for the Bonds). Although our present engagement, if applicable, does not include rebate analysis and post-issuance advice relating to the Bonds, we would like to discuss, if applicable, with you a separate engagement involving rebate and other post-issuance compliance matters for the Bonds and other bond issues that you may have issued on various occasions. This includes, if applicable, the drafting of a formal debt management policy and post-issuance tax compliance policy;

(j) Giving and/or providing any financial advice or recommendations concerning the issuance of the Bonds as mandated by SEC rules; or

(k) Addressing any other matters not specifically set forth above that is not required to render our Bond Opinion.

ATTORNEY-CLIENT RELATIONSHIP

Upon execution of this engagement letter, the City will be our client and an attorney-client relationship will exist between us. We understand that Randy Pope, as counsel to the City, has been engaged by the City to assist with the issuance of the Bonds, particularly as to the authorization, execution and delivery of bond documents, and in connection with other matters relating to the City's participation in the Project. Our services as bond counsel are limited to those contracted for in this letter, and the City's execution of this engagement letter will constitute an acknowledgment of those limitations. Our representation of the City will not affect, however, our responsibility to render an objective Bond Opinion.

Our representation of the City and the attorney-client relationship created by this engagement letter will be concluded upon issuance of the Bonds. Nevertheless, subsequent to Closing, we will mail to the IRS the appropriate IRS Form 8038-G, if applicable, and prepare and distribute to the participants in the transaction a transcript of the proceedings pertaining to the Bonds.

CONFLICTS WAIVER

As you are aware, Butler Snow represents many political subdivisions, companies and individuals. It is possible that during the time that we are representing the City, one or more of our present or future clients will have transactions with the City. It is also possible that we may be asked to represent, in an unrelated matter, one or more of the entities involved in the issuance of the Bonds. We do not believe that such representation, if it occurs, will adversely affect our ability to represent you as provided in this letter, either because such matters will be sufficiently different from the issuance of the Bonds so as to make such representations not adverse to our representation of you, or because the potential for such adversity is remote or minor and outweighed by the consideration that it is unlikely that advice given to the other client will be relevant to any aspect of the issuance of the Bonds. Execution of this letter will signify the City's consent to our representation of others consistent with the circumstances described in this paragraph.

If the financing is not consummated, we understand and agree that we will not be paid for our time expended on your behalf but will be paid for client charges made or incurred on your behalf.

FEES

Based upon: (i) our current understanding of the terms, structure, size and schedule of the financing represented by the Bonds; (ii) the duties we will undertake pursuant to this engagement letter; (iii) the time we anticipate devoting to the financing; and (iv) the responsibilities we will assume in connection therewith, our fee will be \$30,000, which includes our expenses such as

travel costs, deliveries, copies, transcripts, telephone charges, filing fees, computer-assisted research and other expenses.

If the financing is not consummated, we understand and agree that we will not be paid for our time expended on your behalf but will be paid for client charges made or incurred on your behalf.

RECORDS

At your request, papers and property furnished by you will be returned promptly upon receipt of payment for outstanding fees and client charges. Our own files, including lawyer work product, pertaining to the transaction will be retained by us. For various reasons, including the minimization of unnecessary storage expenses, we reserve the right to dispose of any documents or other material retain by us after the termination of this engagement.

If the foregoing terms are acceptable to you, please so indicate by returning the enclosed copy of this engagement letter dated and signed by an authorized officer, retaining the original for your files. We look forward to working with you.

BUTLER SNOW LLP

BY: 
Samuel W. Keyes, Jr.

Accepted and Approved:

CITY OF HATTISBURG, MISSISSIPPI

BY: _____
Toby Barker, Mayor

Dated: _____

Authorized by resolution of the Governing Body of the City of Hattiesburg, Mississippi
dated _____, __, 2022.



GOVERNMENT CONSULTANTS, INC.

Consulting & Municipal Advisory Firm

116 Village Boulevard
Madison, Mississippi 39110

Telephone: (601) 982-0005
Facsimile: (601) 982-2448
Email: gcms@gc-ms.net

September 20, 2022

Mayor Barker and City Council
City of Hattiesburg, Mississippi
200 Forrest Street
Hattiesburg, Mississippi 39401

Re: City of Hattiesburg, Mississippi
Not to Exceed \$2,850,000 City of Hattiesburg, Mississippi Tax Increment Limited Obligation Bonds (Midtown Montevista Project), in one or more series (the "Bonds")
Disclosure and Engagement Letter (the "Letter")

Dear Mayor and City Council,

We are writing to provide certain disclosures to you as representative of the City of Hattiesburg, Mississippi (the "Issuer") as required by the Securities and Exchange Commission ("SEC") and Municipal Securities Rulemaking Board ("MSRB"). Government Consultants, Inc. ("GCI" or the "Municipal Advisor") is an Independent Registered Municipal Advisor and welcomes the opportunity to provide municipal advisory services to you relative to the issuance of the above referenced Bonds.

Disclosures Concerning our Role as Municipal Advisor

- (i) The Municipal Advisor has a fiduciary duty to you. This is different than an underwriter, if any, who only has an obligation to deal fairly with you. The underwriter, if any, has financial and other interests that differ from yours, unlike the Municipal Advisor who has no financial or other interests that differ from your own.
- (ii) We shall provide advice concerning the structure, timing, terms, sizing and other similar matters related to any potential bond or debt issuance.
- (iii) We shall make a reasonable inquiry to the relevant facts that help determine which course of action best suits your interests. A reasonable analysis will be conducted to determine that all advice and/or recommendation(s), are not based on materially inaccurate or incomplete information.
- (iv) We shall evaluate possible material risks, benefits and alternatives related to the Bonds.
- (v) Our duties are limited to this transaction and the above-mentioned disclosures.

The MSRB provides a brochure covering information for municipal advisory client protections and appropriate regulatory authority contact information on the MSRB homepage at <http://www.msrb.org>.

Disclosure Concerning Conflicts of Interest and Other Information

MSRB Rule G-42 requires that GCI provide in writing any disclosures relating to actual or potential material conflicts of interest, including certain categories of potential conflicts of interest identified in MSRB Rule G-42, if applicable. After reasonable due diligence by GCI, there are no known material conflicts of interest that may affect GCI's ability to serve as a municipal advisor to you. In accordance with MSRB Rule G-42, GCI will follow its fiduciary duty, that includes the duty of loyalty and the duty of care to the Issuer and to disclose our role and duties as a Municipal Advisor. Our primary obligation is to always act in your best interest. There are no other known material conflict(s) of interest at the time of engagement.

If any new or additional material conflict(s) of interest occurs after the delivery and execution of this Letter, GCI will disclose all new material conflict(s) of interest to the you.

Disclosure Concerning the Compensation

Our compensation for serving as municipal advisor will be contingent on the issuance of the Bonds and is based, in part, on the size of the bonds. We will negotiate with you as to compensation and will be paid upon closing of the transaction(s). The Municipal Advisor will abide by its fiduciary duty to you and provide unbiased and independent advice as required by the MSRB.

Disclosure of Information Regarding Legal Events and Disciplinary History

GCI recommends potential clients to undertake its own evaluation of GCI's regulatory history, professional qualifications, and other material issues. Such information, whether material or not, must be reported on Form MA and/or MA-I filed with the SEC. There are no recent changes made on any Form MA or Form MA-I, which are available and can be viewed on the SEC's EDGAR system website at <http://www.sec.gov/edgar/searchedgar/companysearch.html>.

Disclosure Relating to Issuing Bonds

As with any issuance of debt, your obligation to pay principal and interest when due, will be a contractual obligation that will require that these payments be made no matter what budget restraints may be encountered. Your failure to pay principal and interest when due, could cause you to be in default. A default may negatively impact your credit ratings and may effectively limit your ability to publicly offer other debts at market rate levels.

Fixed rate debt is an interest-bearing obligation that contains rates specified at closing and will not change while the bonds are outstanding. Maturity dates are fixed at the time of the closing and may include serial maturities (specified principal amounts are payable on the same date each year until final maturity) or a term maturity (specified principal amounts are payable on each term maturity date) or a combination of serial and term maturities. Interest on fixed rate bonds is typically paid semiannually at a stated fixed rate or rates for each maturity.

Revenue bonds are a debt obligation secured by a pledge of incomes and revenues (fees, rates or rentals). You pledge to use the lawfully available net revenues of the fund or funds in the manner as described in the documents related to issuance for the repayment of the Bonds.

The Bonds may be offered as federally taxable obligations.

Additionally, the Bonds may be offered as federally tax-exempt obligations. This requires that you comply with various Internal Revenue Service (“IRS”) requirements and restrictions relating to how you use and invest the proceeds of the bond issue, how you use any facilities constructed with the proceeds of the bond issue and other restrictions throughout the term of the Bonds.

It is recommended that you consult with bond counsel on such tax matters related to the issuance of the Bonds.

Disclosure Concerning the Term of Engagement

The Term of Engagement is effective on the execution date of the document that employed GCI as your appointed municipal advisor and ends upon the closing and delivery of the Bonds. The Engagement may be terminated with or without cause by either party. A written notice must be delivered to the other party, specifying the effective date of the termination.

Acknowledgement

We must seek your acknowledgement that you have received this Letter. Accordingly, please acknowledge receipt of this Letter on in the space provided below. If you are not authorized to execute this Letter, please notify GCI immediately so the correct individual may be contacted. Please let us know if you have any questions or concerns.

Sincerely,

Government Consultants, Inc.

BY: Nick Schorr
Nick Schorr

RECEIPT ACKNOWLEDGEMENT

BY: _____
Signature

Toby Barker, Mayor, City of Hattiesburg, Mississippi
Authorized Representative's Name



Memorandum

To: Mayor Toby Barker and Members of City Council

From: Ginger Lowrey, Planning Administrator

cc:

Date: Tuesday, September 20, 2022

Re: Adopt an Ordinance for the petition filed by Dennis Pierce, owner, to change the zoning classification for a property located at 4 Willow Pointe (Parcel 051L-11-038.000, PPIN 20292; Lamar County, Ward 3) from Section 4.5.9 B-2 Neighborhood Business District to Section 5.4.10 B-3 Community Business District. The Planning Commission recommended to Approve on September 7, 2022.
File Number: 2022-695
Minute Book #

Summary

Adopt an Ordinance to rezone 4 Willow Pointe B-2 to B-3, Ward 3

Recommendation Statement

Adopt an Ordinance to rezone 4 Willow Pointe B-2 to B-3, Ward 3

Please place this on the September 20, 2022 City Council meeting for consideration.

Prepared by: City of Hattiesburg
City Clerk's Office
P.O. Box 1898
Hattiesburg, MS 39403-1898
(601)545-4550

Return to: City of Hattiesburg
City Clerk's Office
P.O. Box 1898
Hattiesburg, MS 39403
(601)545-4550

INDEXING INSTRUCTIONS:

ORDINANCE NUMBER _____
OF THE CITY OF HATTIESBURG, MISSISSIPPI
AN ORDINANCE CHANGING AND AMENDING THE
COMPREHENSIVE ZONING DISTRICT MAP, ADOPTED AS PART OF THE
LAND DEVELOPMENT CODE ORDINANCE NO. 3209, AS AMENDED, OF THE CITY
OF HATTIESBURG, MISSISSIPPI FOR A CERTAIN PROPERTY LOCATED AT
4 WILLOW POINTE (PARCEL 051L-11-038.000, PPIN 20292; LAMAR COUNTY,
WARD 3) FROM SECTION 4.5.9 B-2 NEIGHBORHOOD BUSINESSES DISTRICT TO
SECTION 5.4.10 B-3 COMMUNITY BUSINESS DISTRICT.
BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF
HATTIESBURG, MISSISSIPPI:

SECTION 1. That the Comprehensive Zoning District Map, adopted as part of the Comprehensive Zoning Ordinance No. 3209, as amended, of the City of Hattiesburg, Mississippi, be and the same is hereby changed and amended. The Hattiesburg Planning Commission recommended to Approve said change in zoning for the following reasons:

The character of the neighborhood has changed substantially so that rezoning is clearly justified, and there is a public need for the rezoning.

Commence at the NW Corner of the NW1/4 of the NE1/4 of Section 11, T-4-N, R-14-W, County of Lamar, State of Mississippi; thence run South 00 degrees 18 minutes 14 seconds East for a distance of 882.83 feet; thence run South 89 degrees 18 minutes 23 seconds East for a distance of 22.82 feet; thence run along a curve to the right for a distance of 125.00 feet, said curve having a radius of 101.40 feet, and a delta of 70 degrees 37 minutes 58 seconds, thence run South 18 degrees 40 minutes 24 seconds East for distance of 18.92 feet; thence run along a curve to the left for a distance of 10.10 feet, said curve having a radius of 129.23 feet and a delta of 4 degrees 28 minutes 48 seconds to the Point of Beginning: Thence run North 19 degrees 59 minutes 14 seconds East for a distance of 70.58 feet; thence run North 28 degrees

17 minutes 33 seconds East for a distance of 37.33 feet; thence run North 35 degrees 48 minutes 07 seconds East for a distance of 604.32 feet; thence run South 42 degrees 00 degrees 00 seconds East for a distance of 270.31 feet; thence run South 52 degrees 57 minutes 06 seconds West for a distance of 68.18 feet; thence run South 52 degrees 35 minutes 37 seconds West for a distance of 168.33 feet; thence run South 49 degrees 02 minutes 44 seconds West for a distance of 118.00 feet; thence run South 40 degrees 35 minutes 15 seconds West for a distance of 135.84 feet; thence run South 36 degrees 42 minutes 26 seconds West for a distance of 196.74 feet; thence run North 51 degrees 55 minutes 29 seconds West for a distance of 68.42 feet; thence run along curve to the right for a distance of 64.90 feet, said curve having a radius of 129.23 feet, and a delta of 33 degrees 15 minutes 05 seconds to the Point of Beginning. Containing 3.00 acres, more or less.

and also the following described mutual easement:Commence at the NW Corner of the NW1/4 of the NE1/4 of Section 11, T4N, R14W, County of Lamar, State of Mississippi; thence run South 00 degrees 18 minutes 41 seconds East for a distance of 882.83 feet; thence run South 89 degrees 18 minutes 23 seconds East for a distance of 22.82 feet; thence run along a curve to the right for a distance of 125 feet, said curve having a radius of 101.40 and a delta of 70 degrees 37 minutes 58 seconds, thence run South 18 degrees 40 minutes 24 seconds East for a distance of 18.92 feet; thence run along a curve to the left for a distance of 10.10 feet, said curve having a radius of 129.23 feet and a delta of 4 degrees 28 minutes 48 seconds, to the Point of Beginning of an easement 17.5 feet either side of a line described as follows; run from said Point of Beginning N 19 degrees 59 minutes 14 seconds East for a distance of 70.58 feet; thence run North 28 degrees 17 minutes 33 seconds East for a distance of 37.33 feet; thence run North 35 degrees 48 minutes 07 seconds East for a distance of 604.32 feet; thence run South 42 degrees 00 minutes 00 seconds East for a distance of 270.31 feet.

SECTION 3. That this Ordinance take effect and be in force thirty (30) days from and after passage as provided by law.

The foregoing Ordinance having been reduced to writing, the same was introduced by Council member _____ seconded by Council member _____ and was adopted by the following vote to-wit:

YEAS:

NAYS:

THE President thereby declared the motion carried and the foregoing Ordinance adopted and approved, this the _____ day of _____ A.D., 2022.

(S E A L)

ATTEST:

ADOPTED:

CLERK OF COUNCIL

PRESIDENT

THE above and foregoing Ordinance having been submitted to and approved by the Mayor, this the _____ day of _____ A.D., 2022.

ATTEST:

CITY CLERK

APPROVED:

MAYOR

Item: A
Dennis Pierce, Owner
Request for: **Zoning Change**



**Planning Commission
Case Fact Sheet**

Name of Petitioner: Dennis Pierce, Owner

Address of Property:
4 Willow Pointe

Tax Parcel
051L-11-038.000

PPIN:
20292

Ward:
3

Request: **Zoning Change**

Purpose of Request: To consider an application to change the zoning classification for a property located at 4 Willow Pointe (Parcel 051L-11-038.000, PPIN 20292; Lamar County, Ward 3) from Section 4.5.9 B-2 Neighborhood Business District to Section 5.4.10 B-3 Community Business District.

Applicant Summary: See Attached
Applicable Regulations:

SECTION 4 **Zoning Districts Established**

4.5.9 B-2 Neighborhood Business District: The purpose of the B-2 District is to provide for retail and personal service uses in locations convenient to residential neighborhoods consistent with comprehensive planning policies. This district is consistent with the Neighborhood Business District in the Comprehensive Plan.

4.5.10 B-3 Community Business District: The purpose of the B-3 District is to provide for retail, personal service, and offices in locations with convenient access to the community consistent with comprehensive planning policies. This district is consistent with the Community Business District in the Comprehensive Plan.

SECTION 6 **Dimensional Standards and Measurements**

Table 6.1 Dimensional Standards

Table 6.1 Dimensional Standards										
District	Minimum Lot Size in SF/ Width at Setback	Max. Dwelling Units	Max. Floor Area Ratio	Setbacks in feet				Max. Height*	Max. Impervious Surface Lot Coverage	Buffer in Feet
				Min. Front	Max. Front	Min. Side	Min. Rear			
A-1	130,680 / 100	1 per lot	-	25	-	15	25	35 feet or 3 stories	35%	-
A-2	43,560 / 100	1 per lot	-	25	-	15	25	35 feet or 3 stories	50%	-
R-1A	10,000/ 50	1 per lot	-	30	-	10	25	35 feet or 3 stories	50%	-
R-1B	7,500/ 50	1 per lot	-	25	-	10	25	35 feet or 3 stories	50%	-
R-1C	5,000/ 50	1 per lot	-	20	-	10	25	35 feet or 3 stories	50%	-
R-2	4,000/ 40	2 per lot	-	20	-	10	20	35 feet or 3 stories	50%	-
R-3	7,500/ 40	17 per acre	-	20	-	5	20	35 feet or 3 stories	50%	-

Present Zoning: The parcel is currently zoned B-2, Neighborhood Business

Present Use: Multi-tenant shopping center

Future Land Use: Regional Business and Neighborhood Center Mixed-Use District

Surrounding Zoning and Land Use: North: B-5 Regional Business / B-2 Neighborhood Business
South: B-2 Neighborhood Business / R-2 Two family residential
East: R-2 Two Family Residential
West: B-5 Regional Businesses

Letters or Concerns stated: The Planning Division Office has not received any letters or other written communications relative to this case as of August 24, 2022.

History / Background: The petitioner met with staff to discuss rezoning the property to B-3 to expand the possible tenants for the shopping center. The petitioner currently has a potential medical cannabis tenant on standby to locate into one of the suites, pending the rezoning change.

Item: A
Dennis Pierce, Owner
Request for: **Zoning Change**

Option: Basis for approval (Zoning Change):

- I. There was a mistake in the original zoning
- II. The character of the neighborhood has changed substantially so that rezoning is clearly justified and there is a public need for the rezoning
- III. Annexation

SUBJECT PARCEL:

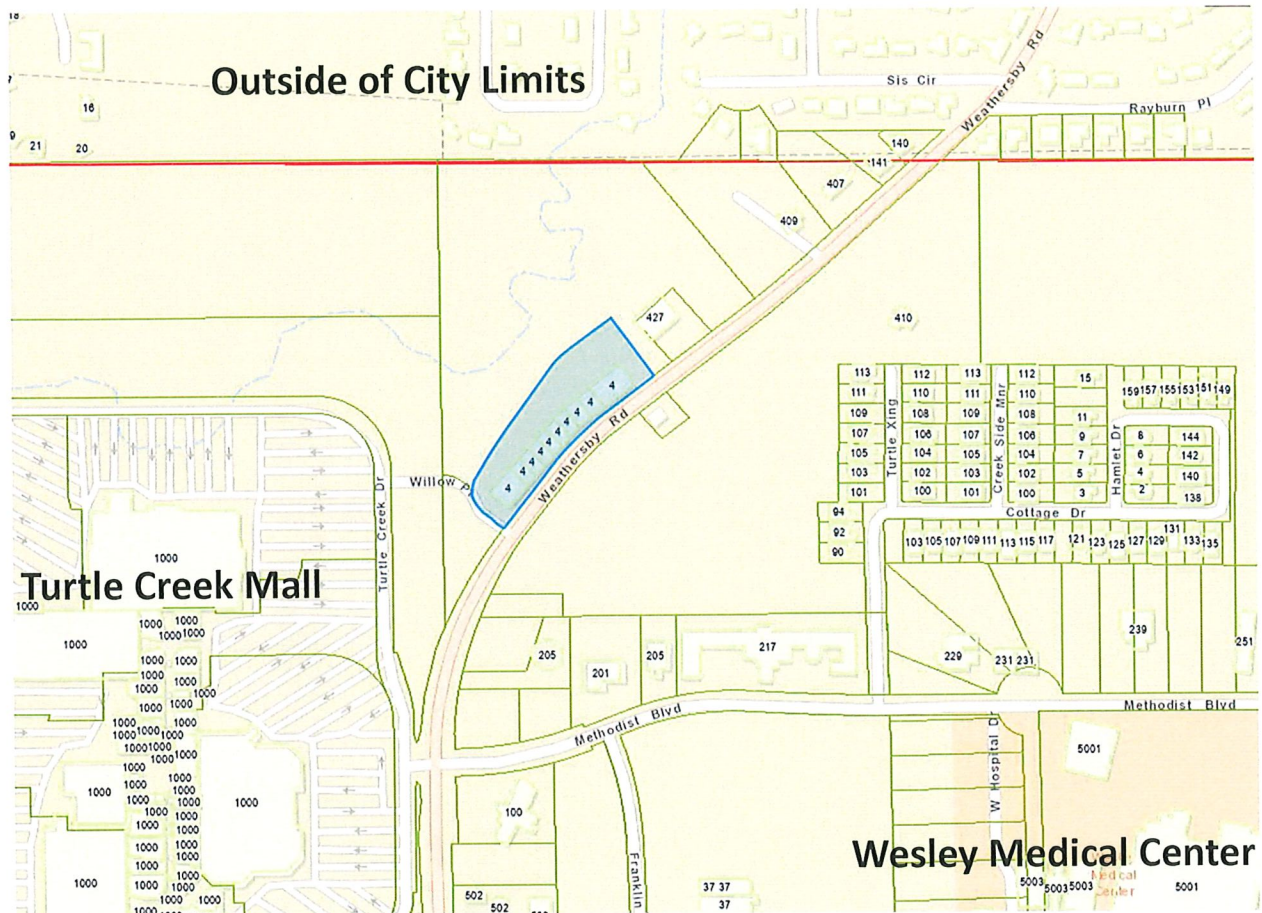
4 Willow Pointe

Dennis Pierce, Owner

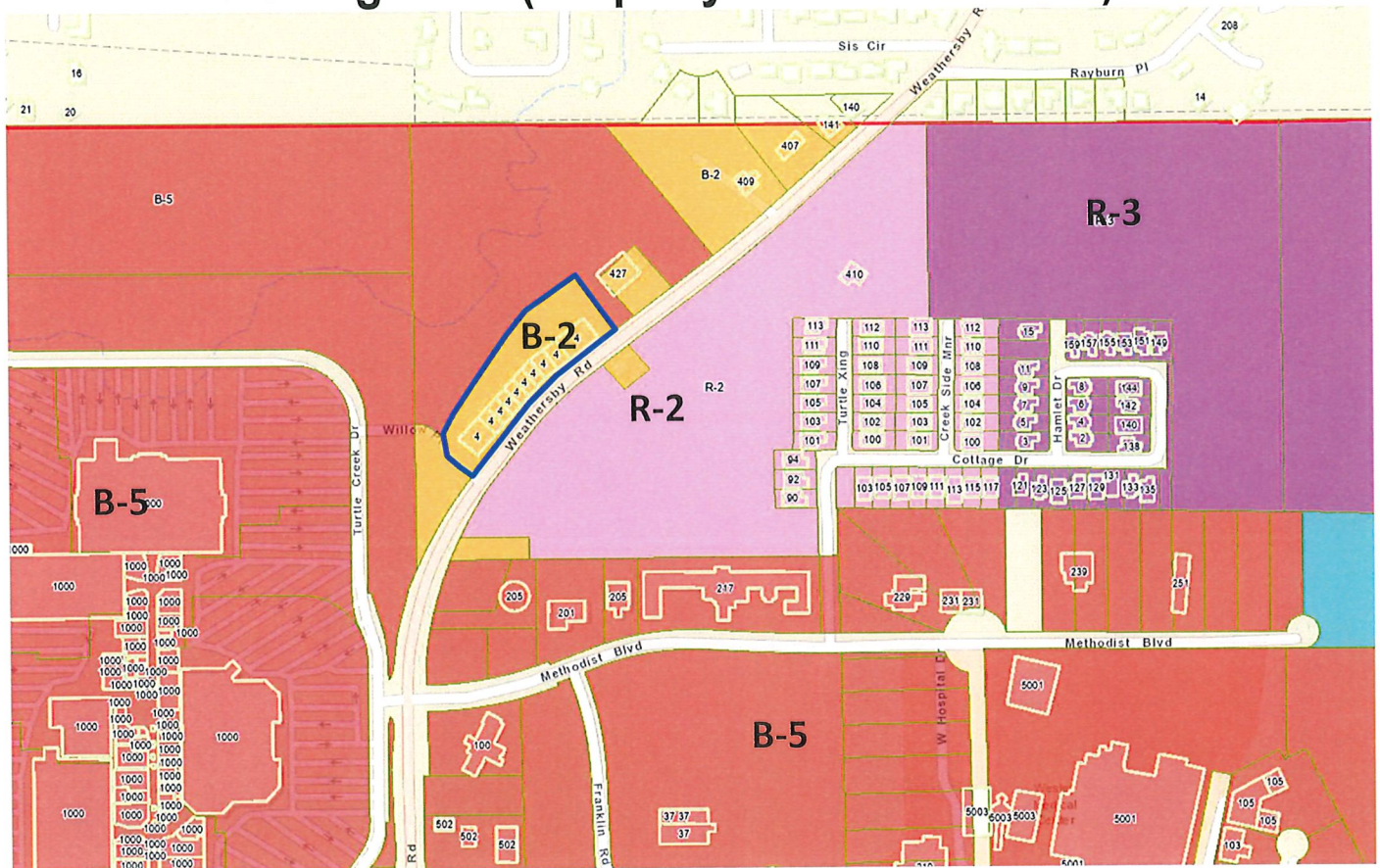
The petitioners request to consider an application to change the zoning classification for a property located at 4 Willow Pointe (Parcel 051L-11-038.000, PPIN 20292; Lamar County, Ward 3) from Section 4.5.9 B-2 Neighborhood Business District to Section 5.4.10 B-3 Community Business District.



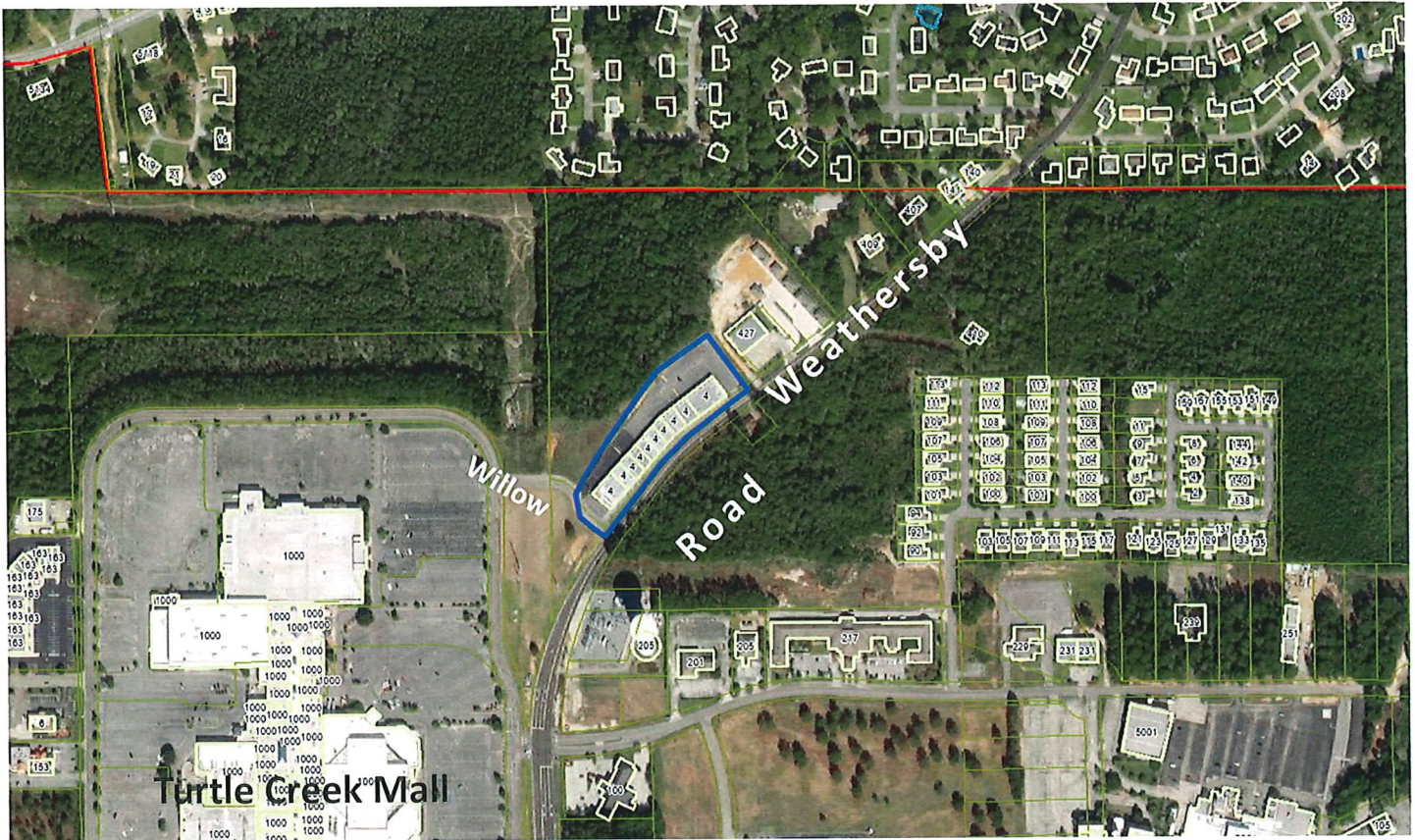
Vicinity Map—Ward 1



Zoning—B-2 (Property Outlined in Blue)



Site Aerial



Alternate View of Shopping Center

Primary Façade facing the West



SURROUNDING AREA

North: B-2 Neighborhood Business



**South: B-2 Neighborhood Business /
R-2 Two Family Residential
Vacant/Undeveloped**

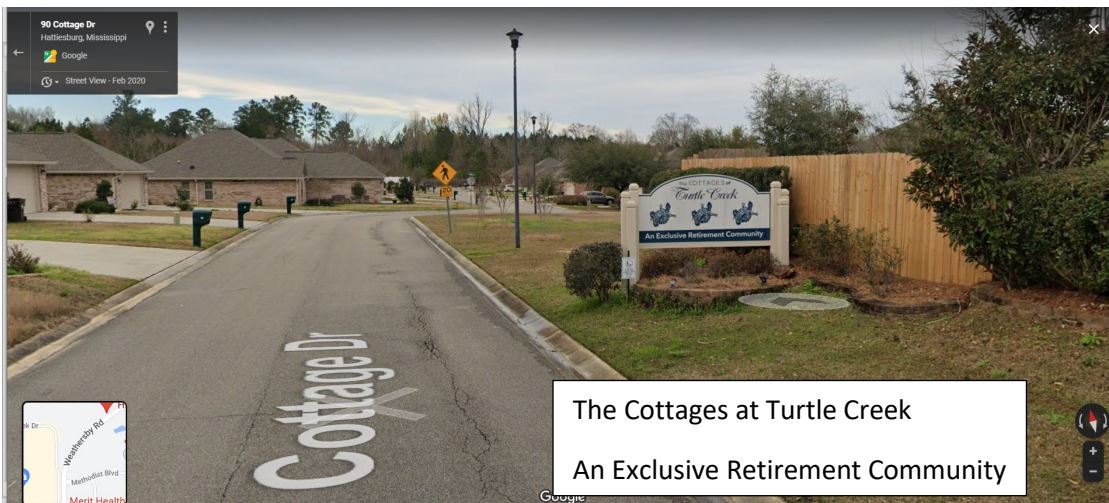


**West: B-5 Regional Business
Turtle Creek Mall**



**East: R-2 Two Family Residential
Vacant / Undeveloped**







Wednesday, September 7, 2022

Ginger Lowrey, AICP, Planning Division Manager
City of Hattiesburg
P O Box 1893
Hattiesburg, MS 39403-1893

Dear Ms. Lowrey,

Thank you for your time over the phone this afternoon. As we briefly discussed, I am writing in opposition to the following petition which was presented and approved for recommendation to the City Council this afternoon:

"A petition has been filed by Dennis Pierce, owner, as required in Land Development Code, Ord. No. 3209, to change the zoning classification for property located at 4 Willow Pointe (Parcel 051L-11-038.000, PPIN 20292; Lamar County, Ward 3) from Section 4.5.9 B-2 Neighborhood Business District to Section 5.4.10 B-3 Community Business District."

I am a healthcare provider, business owner and neighbor of Mr. Pierce's. My Hattiesburg clinic is located next door to #4 Willow Pointe and across Weathersby Road from a large, abandoned lot also owned by Mr. Pierce. It is my opinion that no zoning request should be entertained nor approved until such time as Mr. Pierce can address the numerous complaints issued to him by his neighboring business owners concerning the abandoned property located on the east side of Weathersby Rd. opposite of 407, 409 & 423 Weathersby Rd.

There is an abandoned house on this property filled with a transient, homeless population. It has become a "homeless encampment" and the structure, which has no running water or electricity, becomes more dangerous by the day. There are numerous shopping carts filled with junk lining the path to this old house. Mr. Pierce has repeatedly been made aware of the illegal activity taking place on his property and has chosen to ignore the problems for which he is ultimately responsible.

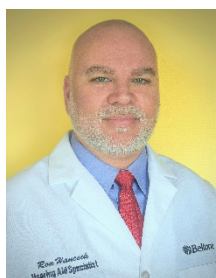
Anecdotally, the Hattiesburg Homeless Task force has tried to work with him. The Hattiesburg Police Department's Homeless Liaison Officer has tried to work with him. His neighboring business owners have even offered to have the building demolished, and debris removed at their own expense and Mr. Pierce has chosen to ignore the offer and his responsibility.

There have been items stolen from the backyards of some of the newly constructed homes in the retirement community (The Cottages of Turtle Creek) which backs up to the homeless camp. Mr. Pierce's squatters have also been caught on security cameras stealing water and electricity for several suites in the 423 Weathersby Rd. Business Park, including mine and our neighbor, Vitamins Plus.

The property that Mr. Pierce is petitioning for rezoning, #4 Willow Pointe, sits adjacent to the derelict property serving as a homeless encampment. The structure in question has no 911 address. Google Earth positions it at 31°19'50"N & 89°22'08"W. My fear is that, as it becomes colder this

winter, Mr. Pierce's squatters will inevitably build fires for heat. Since the surrounding woods are primed with felled trees and unchecked undergrowth, any potential fire spread would cause property damage to the neighborhood and retirement community abutting his property on either side. His lack of stewardship of this property could potentially contribute to a loss of life, one that will be at the City of Hattiesburg taxpayer's expense when the police and fire attempt to access the structure on this inaccessible property.

It is my belief that the City of Hattiesburg should not reward the bad behavior of any property owner with a zoning or rezoning permit when they have a track record of being a bad neighbor to their fellow property owners and businesses. I ask that the Council vote not in favor of the rezoning request as recommended by the Planning Commission.



Respects,

A handwritten signature in blue ink that reads "Ron Hancock". The signature is stylized with a large "R" and "H".

Ron Hancock, BC-HIS*
Hearing Aid Specialist,
**Board Certified in the Hearing Instrument Sciences*
Southern Hearing, LLC
dba – Beltone Hearing Centers



Attachments: Photos

**MINUTES OF THE
REGULAR MEETING OF THE
HATTIESBURG PLANNING COMMISSION**

September 7th, 2022

The Hattiesburg Planning Commission did meet in a regular session on September 7th, 2022, at 1:00p.m. at the Jackie Dole Community Center, 220 West Front Street, Hattiesburg, Mississippi. Mark Miller, Chair, presided over the meeting. Due to the ongoing COVID-19 pandemic, CDC-recommended social distancing guidelines were observed. Staff utilized GoToMeeting, an online meeting, desktop sharing, and telephone/video conferencing platform to give Commissioners, petitioners, and the public the option to participate remotely. A quorum was indicated and the attendance was as follows:

Commissioners Present: Dick Conville
Charles Dawe (via GoToMeeting)
Michael Dickerson (via GoToMeeting)
Amy Hinton, Vice-Chair
Jeff Keysear
Elayne Lockett
Luke McNair (via GoToMeeting)
Mark Miller
Rhoda A. Pickett
Rebekah Ray

Commissioners Absent: Carlos Wilson

Also Present: Ginger M. Lowrey, AICP, Planning Div. Manager
Wiley Quinn, Director of Urban Development
Jim Gladden, Esq.
Larran Pickett, Planning Div. Office Manager

AGENDA REVIEW

There came the matter of the September 2022 Agenda. A request was made by Ginger Lowrey to remove Item B, as withdrawn by the applicant, University Mall, LLC., from the agenda. A request was made by Chair Miller for a motion to approve the August 2022 Agenda. A motion to approve was made by Commissioner Ray and seconded by Commissioner Pickett.

Commissioners voting aye: Dick Conville
Charles Dawe (via GoToMeeting)
Michael Dickerson (via GoToMeeting)

Amy Hinton, Vice-Chair
Jeff Keysear
Elayne Lockett
Luke McNair (via GoToMeeting)
Mark Miller
Rhoda A. Pickett
Rebekah Ray

Commissioners voting nay: None

MINUTES REVIEW

There came the matter of the August 3rd, 2022 minutes. Staff made note of a correction to Item E for a Conditional Use Request for a Cannabis Dispensary; the minutes noted the address for that item should have been for 2772 Oak Grove Road. A motion was made by Commissioner Ray to approve the minutes. Commissioner Pickett seconded the motion.

Commissioners voting aye: Dick Conville
Charles Dawe (via GoToMeeting)
Michael Dickerson (via GoToMeeting)
Amy Hinton, Vice-Chair
Jeff Keysear
Elayne Lockett
Luke McNair (via GoToMeeting)
Mark Miller
Rhoda A. Pickett
Rebekah Ray

Commissioners voting nay: None

REPORTS

BUILDING REPORT

Ginger Lowrey, Planning Division Manager, provided the Building Permit Report for August 2022 as the Building Official was not present. Commissioner Miller requested in the absence of the building official that staff hold the building reports and previous reports not presented by the building official until he is able to attend Planning Commission, as he would be able to provide a better perspective on the reports. Staff emailed copies to the Commissioners before the meeting, and physical copies were provided to Commissioners who attended in person.

PLANNING REPORT

There came the matter of the Planning Report by Mrs. Lowrey, Planning Division Manager. Lowrey noted that Wiley Quinn was appointed as the Director of Urban Development the night before and congratulated him on the appointment. Quinn stated his thanks and that he was looking forward to working with Planning Commission. Lowrey noted that all items presented at the August Planning Commission were approved by City Council on August 16, 2022. The items approved were Preliminary Platt Approval for Major Subdivision on Barkley Road, a rezone request for properties located at 5530 Old Highway 42 from R-1C, B-3 to I-1, a rezone request at 105/106 Redus St from B-5 to I-1, and two conditional use requests for cannabis dispensaries at 2772 Oak Grove Road and 6335 US HWY 49.

CHAIR'S REPORT

There came the matter of the Chair's Report by Chair Mark Miller. He noted that he had visited the City of Jackson a few days ago and shared his sympathies toward his fellow Mississippians in Jackson in dealing with their current water crisis.

PUBLIC HEARING – PLANNING COMMISSION

There came the matter of Item A (Rezone From B-2 to B-3), filed by Dennis Pierce, owner, as required in the Land Development Code, Ord. No. 3209, to change the zoning classification for a property located at 4 Willow Pointe (Parcel 051L-11-038.000, PPIN 20292; Lamar County, Ward 3) from Section 4.5.9 B-2 Neighborhood Business District to Section 5.4.10 B-3 Community Business District.

	<u>Name</u>	<u>Address</u>	<u>City/State</u>
<u>Presented by:</u>	Robbie Griffin	23 Liberty Place	Hattiesburg, MS 39402
<u>Proponents:</u>	None		
<u>Opponents:</u>	None		

Robbie Griffin, representative on behalf of Dennis Pierce, the applicant, presented the application. He stated he is the property manager and leasing agent for the applicant and they have over 105 commercial tenants throughout the City. Griffin noted that Dennis Pierce's father

passed away that morning and so he would be presenting the case in his absence. He noted that the property was primarily developed as a retail center and shared a brief history of the property and development. Griffin noted that several of the tenants on site are now professional medical services and they currently have a medical cannabis dispensary that is looking to occupy one of their units, which requires B-3 zoning and is the primary reason for the rezoning request. Griffin noted that they would like to focus on professional medical services, where medical cannabis would be allowed with the up zone and keep in trend with the current tenants.

Miller noted the odd shape and design of the shopping center and noted that it appears it was built backward, referring to the back side of the building facing Weathersby Road. Griffin noted that Mr. Pierce constructed the building around the same time the mall was being completed and believed another developer was going to build a shopping center across from it, which never happened. Griffin shared that Pierce sold the property at some point and then reacquired it during “COVID” and has since tried to occupy all of the spaces. He noted that they’ve primarily had professional services in the suites and not purely retail. He was uncertain why the property was zoned B-2 with all of the surrounding B-5 zonings. Chair Miller asked for clarification on long-term plans with the change in zoning other than to allow for an additional tenant. Griffin noted there were no long-term plans to change the property and reiterated the change was for the addition of a medical cannabis dispensary.

With Griffin having no further comments, Chair Miller then declared the public hearing portion of the meeting closed. The commissioners discussed the need for the rezone and whether it is specific to the potential tenant or if it is appropriate for the location. Chair Miller noted he had a concern about spot-zoning in that there would be no B-3 nearby and it would create a challenge for the commission in selecting a basis for approval. Lowrey noted that B-3 may be considered a transition between B-5 and B-2. Commissioner Conville noted the expansion of permitted businesses and tenants is a common trend among retail and mall-related commercial properties.

A motion was made by Commissioner Conville to approve the request based on the criteria that the character of the neighborhood has changed substantially so that rezoning is clearly justified and there is a public need for rezoning. Commissioner Lockett seconded the motion. A roll call vote was then conducted.

Commissioners voting aye: Dick Conville

Charles Dawe (via GoToMeeting)
Michael Dickerson (via GoToMeeting)
Amy Hinton, Vice-Chair
Jeff Keysear
Elayne Lockett
Luke McNair (via GoToMeeting)
Mark Miller
Rhoda A. Pickett
Rebekah Ray

Commissioners voting nay: None

INTRODUCTIONS

The Commissioners introduced themselves.

BUSINESS MEETING

Having no further business, Commissioner Pickett made a motion to adjourn. The motion was seconded by Commissioner Lockett and the public meeting was adjourned at 1:40 PM.

Mark Miller, Chair

Ginger Lowrey, Planning Division Manager



Memorandum

To: Mayor Toby Barker and Members of City Council
From: Laken Camp, Grants Coordinator
cc: Lamar Rutland
Date: Tuesday, September 20, 2022
Re: Adopt a Resolution to authorize the submission of a grant application to the MLB-MLBPA Youth Development Foundation for the amount of \$325,000 to be used for construction of the fields at Jaycee Park.
File Number: 2022-687
Minute Book #

Summary

MLB-MLBPA Youth Development Foundation Grant Application - Jaycee Park Construction

Recommendation Statement

I recommend authorization of the submission of a grant application to the MLB-MLBPA Youth Development Foundation for the amount of \$325,000 to be used for construction of the fields at Jaycee Park. The total project cost is \$6,577,995—which includes demolition, construction, boys' baseball support facility, girl's high school softball support facility, and infrastructure and parking lot construction. Funds from project partners include the following: Hattiesburg Public School District (HPSD) - \$1,550,000, Forrest County Board of Supervisors - \$250,000, Visit Hattiesburg - \$100,000, Hattiesburg Convention Center - \$500,000, and City of Hattiesburg - \$3,852,995. Project completion is set for spring 2023.

Please place this on the September 20, 2022 City Council meeting for consideration.

RESOLUTION

WHEREAS, the City of Hattiesburg, Mississippi, desires to submit a grant application for reconstruction of two ballfields at Hattiesburg’s Jaycee Memorial Park, and requests grant assistance from the MLB-MLBPA Youth Development Foundation for \$325,000, and external partnering funds from the Hattiesburg Public School District for \$1,550,000, Forrest County Board of Supervisors for \$250,000, Visit Hattiesburg for \$100,000, Hattiesburg Convention Center for \$500,000, and the City of Hattiesburg for \$3,852,995 for a total project cost of \$6,577,995.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and City Council of the City of Hattiesburg are committed to providing up to \$3,852,995 until the estimated project completion of spring 2023 as a local contributor to the aforementioned grant, and

BE IT FURTHER RESOLVED, that the Mayor of the City of Hattiesburg be authorized to apply for and accept grant funding, and that he be authorized to act as a representative of the City in this matter and to execute all necessary forms and documents on behalf of the City.

The above and foregoing resolution, after having been first reduced to writing, was introduced by Council Member_____, seconded by Council Member _____, and was adopted by the following roll call vote, to wit:

YEAS:

NAYS:

The President thereby declared the motion carried and the resolution adopted, this the 20th day of September, 2022.

(SEAL)

ATTEST:

ADOPTED:

CLERK OF COUNCIL

PRESIDENT

The above and foregoing Resolution having been submitted to and approved by the Mayor, this the 20th day of September, 2022.

ATTEST:

APPROVED:

CITY CLERK

MAYOR

MLB-MLBPA Youth Development Foundation Grant

Contact Information

Name: Sid Gonsoulin, Project Manager

Email: sgonsoulin@hattiesburgms.com

Phone: (601) 545-4640 or (601) 818-4121

Organization Address: City of Hattiesburg, P.O. Box 1898, Hattiesburg, MS 39403-1898

The Director of the City of Hattiesburg's Parks and Recreation Department learned of the MLB-MLBPA Youth Development Foundation grant opportunity while attending the USA Softball Council meeting held in Oklahoma City.

Organization Summary

The City of Hattiesburg's Parks and Recreation Department manages the public parks, community centers, sports fields, cemeteries and other recreational facilities throughout Hattiesburg. The Department's mission is to enhance quality of life for Hattiesburg's citizens by providing recreational activities, beautiful parks, user-friendly facilities and attractive community centers in safe, enjoyable environments. The Parks and Recreation Department provides youth league play, camps, clinics and tournaments in several competitive sports such as baseball, basketball, soccer, softball and tennis – along with a variety of innovative programming for ages 18-65. The Parks and Recreation Department is responsible for maintaining 9 cemeteries; 8 community centers; and 29 parks, walking tracks, and recreational facilities.

Short Description - Proposed Project and Need

The proposed project will involve a complete reconstruction of two ball fields at Hattiesburg's Jaycee Memorial Park, incorporating synthetic infields and drainage, so that rainy weather conditions do not inhibit their use. Supporting features and amenities will be refurbished or constructed as needed, to accommodate the expected increased usage of the facility.

Grant Request

The City of Hattiesburg is requesting \$325,000 from MLB-MLBPA Youth Development Foundation to be used for construction of the fields at Jaycee Park. The total project cost is \$6,577,995—which includes demolition, construction, boys' baseball support facility, girl's high school softball support facility, and infrastructure and parking lot construction. Funds from project partners include the following: Hattiesburg Public School District (HPSD) - \$1,550,000, Forrest County Board of Supervisors - \$250,000, Visit Hattiesburg - \$100,000, Hattiesburg Convention Center - \$500,000, and City of Hattiesburg - \$3,852,995. Funds have been received from Hattiesburg Convention Center, and funds from Visit Hattiesburg and HPSD are expected to be received in the next few weeks. A portion of the City's funds will be available October 2022, with the remainder available in 2023 (see budget form).

Statement of Need

Hattiesburg and surrounding counties experience spring and summer seasons with an abundance of rain and thunderstorms, with threats of tropical storms and hurricanes due to proximity to the Gulf of Mexico—which is roughly 70 miles to the south. Adverse weather conditions on a natural grass field without proper drainage frequently prevent use of the Jaycee Park fields, and the proposed improvements will reduce game and practice cancellations for the youth served. By opening day of spring 2023, no longer will leaders of Hattiesburg’s youth baseball and softball programs have to tell young players “no practice today” or “no game today” due to weather conditions that rendered their fields at Jaycee Park unplayable for that day and often for days after. Through the collaborative planning efforts and financial support of the Hattiesburg School District Board of Trustees, Forrest County Board of Supervisors, Hattiesburg Convention Center, Visit Hattiesburg, and City of Hattiesburg, a significant investment has been made into the future development of boys’ and girls’ baseball and softball programs. It should be noted that traditional economic development is not on the minds and hearts of these visionaries—rather community and youth development. The future generations of children participating in baseball and softball, whether within an organized structure or free play, are at the forefront of this collaborative project. Quality of place and bridging access to opportunity gaps are vital parts of Hattiesburg’s enhancement strategies in underserved areas of the city.

The target population consists of youth up to age 18 in Forrest, Lamar, and Covington Counties. Most youth utilizing Jaycee Park live in Hattiesburg, Mississippi, which is situated in both Forrest and Lamar Counties—but some participants in the Optimist Club’s programs reside in neighboring Covington County as well. Players who will benefit from improvements at Jaycee Park are enrolled in the following schools/districts: Hattiesburg Public School District, Forrest County School District, Lamar County School District, Covington County School District, Sacred Heart Catholic Schools, Presbyterian Christian Schools, and Lamar Christian School. The combined total of youth served through the programs of HPSD and Optimist Club is 195. Seventy percent of participants are male, while 30% are female. Fifty-nine percent of participants are African American, while 41% are White. Hattiesburg Public School District reported that 100% of their players ate free/reduced lunch.

In a city where 43.4% of youth under age 18 are living below poverty level—compared to a national average of 17.5%—participation in extracurricular activities is often considered a luxury when families are struggling to meet basic needs. Furthermore, youth who do get to participate, whether through the HPSD or Optimist Club programs, are faced with facilities that need substantial improvement. The investment to upgrade subpar facilities is a move to increase participation and empower our underserved youth. With the recent addition of a new elementary softball program for grades 3-8 at HPSD, approximately 100 participants will be added to the 195 currently served by HPSD and Optimist Club—for a total of nearly 300 participants to be served by the newly renovated Jaycee Park. We are hopeful participation will continue to increase even further in the years following the upgrades.

Numerous advantages will result from completion of these ballfield enhancements that will yield great dividends to the community and its youth for decades to come. The project will allow HPSD to achieve Title IX compliance for the Girls’ Softball Program and provide a new home for Cameron Field, which was the previous facility for the Optimist Club’s baseball programs. A new and improved field will allow HPSD to host tournaments in the spring and summer, which would bring in up to 25 teams each tournament.

The Hattiesburg Optimist Club’s history with boys’ baseball programs is extensive. Annually, the program averages more than 115 children with a modest \$60 registration fee per

child for the entire year. The registration fees of those who cannot afford to pay are absorbed by the Optimist Club, because no kid or family is turned away. Since 1954, the Hattiesburg Optimist Club has supported boys' league baseball, education, and training. Countless number of players have gone on to play high school, college and even professional baseball from this program. The Optimist Club's investment into children and families of the Pine Belt region is an incredible asset to underserved youth and a great story to tell.

After decades of neighborhood blight and lack of quality recreational options, Hattiesburg High School's Girls' Softball Program will soon have one of the finest facilities within the state of Mississippi. This program is on the rise as school officials reported around 100 elementary and middle school girls are now taking part in a newly formed Girls' Softball endeavor. The future looks bright for these young girls as both life and activity skills are being learned through the conduit of the game/sport of softball.

Funding partners have allocated over \$6 million to revitalize the ball complex. However, with rising construction costs and ongoing supply issues, a financial need still exists to fully fund the project. On behalf of partners and stakeholders, \$325,000—which is less than 5% of the overall project budget—is graciously being requested through the MLB Youth Development Foundation to help make this project a true reality for Hattiesburg's young, aspiring ball players. The COVID-19 pandemic created significant challenges across the globe, and Hattiesburg is no exception to its numerous, unprecedented disruption effects. Access to affordable team sports, education, and training in nearby public facilities promotes a sense of community and belonging while also supporting the physical and mental well-being of today's young people.

Methodology

In south Mississippi, a new, enhanced home field complex is currently underway for the Hattiesburg Boys Under 14 and Under 13 baseball programs, as well as the Hattiesburg High School Girls' Softball Program. Rigorous planning has been ongoing for months and dreamed about for years by the local Optimist Club, HPSD, and the City of Hattiesburg. An older city park, Jaycee Memorial Park, will be undergoing a complete reconstruction of two ballfields, turning the facility into state-of-the-art baseball and softball fields, complete with supporting amenities for players and fans to enjoy.

Specifically, the softball and baseball fields will be reconstructed to consist of synthetic infields and natural grass outfields, with drainage rates of 40 inches and 20 inches per hour, respectively. The rejuvenated Jaycee Park will also have new dugouts, fencing and LED lighting, along with dual bullpens and batting cages. All existing bleachers will be covered, and the support/concession facilities will be refurbished to match the upgraded quality of the facility. Expanded off street parking will also be added for spectators, along with associated and necessary infrastructure.

Leadership Staff & Board of Directors

Mayor: Toby Barker
Ward 1 Councilman: Jeffrey George,
President
Ward 2 Councilwoman: Deborah Delgado
Ward 3 Councilman: Carter Carroll

Ward 4 Councilman: Dave Ware, Vice
President
Ward 5 Councilman: Nicholas Brown
Parks & Recreation Department Director:
Chris McGee



Memorandum

To: Mayor Toby Barker and Members of City Council

From: Laken Camp, Grants Coordinator

cc: Wiley Quinn, Code Enforcement Division Manager

Date: Tuesday, September 20, 2022

Re: Adopt a Resolution approving submission of a grant application to the Mississippi Department of Archives and History (MDAH) for the Community Heritage Preservation Grant Program in the amount of \$86,000.00 to fund City Hall renovations. The grant requires the city to provide \$21,500.00 (20% of total project costs) in matching funds and authorize the Mayor to execute in duplicate.
File Number: 2022-679
Minute Book #

Summary

MDAH Community Heritage Preservation Grant Application – City Hall Renovations

Recommendation Statement

I recommend authorization of the submission of a grant application to the Mississippi Department of Archives and History (MDAH) for the Community Heritage Preservation Grant Program in the amount of \$86,000.00 to fund City Hall renovations. The grant requires the city to provide \$21,500.00 (20% of total project costs) in matching funds.

Please place this on the September 20, 2022 City Council meeting for consideration.

RESOLUTION

WHEREAS, the City of Hattiesburg, Mississippi, desires to submit a grant application to renovate a portion of the Hattiesburg City Hall, and requests grant assistance from the Mississippi Department of Archives and History for the Community Heritage Preservation Grant Program, for a total project cost of \$107,500.

WHEREAS, the City of Hattiesburg is aware that there is a minimum 20% local share grant match required for this grant program, and

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and City Council of the City of Hattiesburg are committed to providing \$21,500 as local match to the aforementioned grant, and

BE IT FURTHER RESOLVED, that Mayor Toby Barker be authorized to apply for funding, and that he be authorized to act as representative of the City in this matter and to execute all necessary forms and documents on behalf of the City of Hattiesburg.

The above and foregoing resolution, after having been first reduced to writing, was introduced by Council Member _____, seconded by Council Member _____, and was adopted by the following vote, to wit:

YEAS:

NAYS:

The President thereby declared the motion carried and the resolution adopted, this the 20th day of September, 2022.

(SEAL)

ATTEST:

ADOPTED:

CLERK OF COUNCIL

PRESIDENT

The above and foregoing Resolution having been submitted to an approved by the Mayor, this the 20th day of September, 2022.

ATTEST:

APPROVED:

CITY CLERK

MAYOR



Community Heritage Preservation Grant Program—Round 16
House Bill 1353, Laws of Mississippi, 2022

Grant Application and Instructions

Historic Preservation Division
Mississippi Department of Archives and History
P. O. Box 571
Jackson, Mississippi 39205-0571
601-576-6940
www.mdah.ms.gov
chpg@mdah.ms.gov

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General Information

The Mississippi Legislature approved House Bill 1353, *Laws of Mississippi, 2022*, continuing the Community Heritage Preservation Grant program for the sixteenth round since 2001. This program authorizes the Mississippi Department of Archives and History (MDAH) to make available grants for the preservation, restoration, rehabilitation, development, and interpretation of historic courthouses and school buildings.



In Certified Local Government (CLG) communities, those communities which have established a historic preservation commission and program certified by the National Park Service, grant funds may also be used for projects involving historic buildings other than courthouses or schools. These are the 56 CLGs in Mississippi:

Aberdeen, Baldwin, Bay St. Louis, Biloxi, Booneville, Brandon, Canton, Carthage, Carrollton, Claiborne County, Clarksdale, Cleveland, Clinton, Columbia, Columbus, Como, Corinth, Durant, Gautier, Greenville, Greenwood, Hattiesburg, Hazelhurst, Hernando, Holly Springs, Indianola, Jackson, Kosciusko, Laurel, Leland, Lexington, Louisville, McComb, Meridian, Mound Bayou, Mount Olive, Natchez, New Albany, Ocean Springs, Oxford, Pascagoula, Philadelphia, Port Gibson, Quitman, Raymond, Senatobia, Sharkey County, Starkville, Tunica, Tupelo, Vicksburg, Water Valley, West, West Point, Woodville, and Yazoo City.

Only historic courthouses and school buildings are eligible in all other communities.

To be eligible, a building must be designated a Mississippi Landmark under the provisions of the Antiquities Law of Mississippi **prior** to application. Applicants must provide evidence of cash matching funds (private, local, or federal) in an amount not less than 20% of the **total project**. After a grant has been awarded, owners must agree to a 25-year Preservation and Maintenance Covenant on the property.

Applications may be submitted by state agencies, counties or municipalities, school districts, or non-profit organizations which have 501(c)(3) tax-exempt status.



The availability of funds for reimbursable expenses is dependent upon the authorization and sale of legislatively approved general obligation bonds by the Mississippi State Bond Commission. Until the Commission authorizes and sells the bonds, reimbursement funds will not be available.

The Department of Finance and Administration will pay grants on a **reimbursable basis** upon the successful completion of the project.

Applicants receiving grant awards should be prepared to cover all project costs prior to receiving reimbursement from the Department of Finance and Administration.

Part I: Program Schedule

Applications will be accepted **in person** until **5 p.m. on September 30, 2022**, at the Charlotte Capers Archives Building, located next to the Old Capitol Museum at 100 South State Street, Jackson, MS 39201.

Applications will also be accepted **by mail** until **5 p.m. on September 30, 2022**, at Historic Preservation Division, Department of Archives and History, P. O. Box 571, Jackson, MS 39205.

Late applications will be ineligible.



MDAH staff will evaluate all applications. Complete applications will then be presented to the Board of Trustees in **January 2023**. The Board will select projects that meet all criteria and are determined to be the highest priority, and will take into consideration the geographical distribution of grant awards. All applicants will be notified in writing of the Board's decision after the meeting. Telephone inquiries about the status of the selection process are discouraged. **Project work must not begin until a formal grant agreement has been executed between the**

applicant and MDAH.

All grant projects **MUST** follow prescribed benchmarks and **MUST** be completed by **December 1, 2025**. Failure to complete projects by this time could place the state in arbitrage, resulting in the IRS imposing serious penalties upon the state. **Funds not expended by this date will be canceled and reprogrammed.**

September 30, 2022	<u>APPLICATION DEADLINE</u> – MDAH must receive applications before 5 p.m. on this day whether they are delivered in person or mailed.
January 2023	<u>PROJECT SELECTION</u> – The MDAH Board of Trustees selects the projects to be funded. <u>AWARD NOTIFICATION</u> – Applicants are notified in writing of Board decisions.
February 24, 2023	<u>GRANT MEETING</u> – Grantees or project sponsors must attend a workshop where they will receive a manual detailing their rights and responsibilities. <u>MEMORANDUM OF AGREEMENT</u> – Grantees will receive a Memorandum of Agreement to sign and return before the execution of contracts. Grants are not officially accepted until the Memorandum has been returned.
December 1, 2025	<u>COMPLETION DEADLINE</u> – Projects must be completed before this date. Projects not completed by this date will be canceled.

Part II: Requirements

A. Eligibility

1. **Applicant eligibility:** Eligible applicants include (a) government entities, including counties and municipalities; (b) school districts; and (c) private, non-profit organizations with 501(c)(3) tax-exempt status, including historical societies, preservation organizations, and private schools. Individuals and private, for-profit entities are **not eligible**.
2. **Property eligibility:** Funds may be used for historic properties located in CLGs, historic county courthouses, and historic school buildings. **Properties must already be designated a Mississippi Landmark at the time of application.** Search the MDAH Historic Resources Inventory Database at <http://www.apps.mdah.ms.gov/Public/search.aspx> or contact the Technical Preservation Services section of the Historic Preservation Division at 601-576-6940 to find a property's Mississippi Landmark status.

3. **Eligibility of Proposed Work Items:** Community Heritage Preservation Grants may be used to preserve, restore, rehabilitate, repair, or interpret historic properties located in CLGs, historic county courthouses, and historic school buildings. All proposed work must conform to The Secretary of the Interior's *Standards of Rehabilitation* that are outlined in Appendix B, which are guidelines respecting historic fabric and the patina of age while returning the building or structure to a state of utility.

Grants **CANNOT** be used to reimburse expenses for work done before or after the grant period specified in the Memorandum of Agreement.



4. **Eligible items include, but are not limited to:**

- ◊ Repair and/or replacement of roofing material
- ◊ Repair and/or replication of original windows and doors
- ◊ Repair and/or replication of original exterior siding material
- ◊ Repair and/or replication of significant exterior architectural elements, such as missing or severely dilapidated columns, turrets, cupolas, domes, or clock towers
- ◊ Removal of artificial siding (vinyl, metal, etc.)
- ◊ Repair of foundation and masonry
- ◊ Repair of structural elements, such as floor and ceiling joists, rafters, trusses, beams, or rotted floors
- ◊ Repair of mechanical, plumbing, and electrical systems, if the existing systems jeopardize the historic property
- ◊ Exterior cleaning

- ◇ Repair, restoration, or replication of missing or deteriorated interior features considered significant to the historic character of the property, such as decorative plaster work, faux finishes, carved/decorative moldings and trim, wood paneling, mantels, staircases, flooring, and decorative wood work. The features must be documented through historic photographs, original architectural drawings, or architectural investigation.
- ◇ Development, design, fabrication, and installation of exhibits to interpret aspects of Mississippi's history. This work may include conservation of exhibit artifacts, research for the exhibit, etc.

5. Ineligible items include, but are not limited to:

- ◇ Reconstruction of an entire building, landscape, or archaeological site
- ◇ Mitigation activities performed as a condition or precondition for obtaining a state or federal permit or license
- ◇ Projects whose entire scope of work consists of routine or annual maintenance
- ◇ Acquisition of historic properties, sites, or collections
- ◇ Landscaping that is part of non-historic site improvements, such as sidewalks or parking lots

B. Project Personnel



Grant projects must have a designated **Project Coordinator**. In addition, projects above \$75,000 require a licensed architect.

The **Project Coordinator** represents the grantee in project administration, ensures the progress and timely completion of all work, and submits quarterly reports and reimbursement requests to MDAH. The project coordinator is the contact person for all correspondence relating to the project. There are no academic or professional requirements. **Remuneration for this position is not reimbursable under the Community Heritage Preservation Grant program.**

The **Project Professional** supervises professional aspects of the grant project and ensures the quality of the final product and the performance of any required remedial work. **Grant funds cannot be expended for work that**

does not meet professional standards. The project professional must meet the requirements listed in 36 CFR 61 for the appropriate discipline and must demonstrate previous experience in a similar project (see Appendix C). Please note archaeological professionals must also meet standards identified in *Guidelines for Archaeological Reports in Mississippi*. These guidelines may be obtained from the Historic Preservation Division of MDAH.

One person may serve as both project coordinator and project professional if he or she is qualified. Grant applicants should contact the Historic Preservation Division if there are questions regarding these positions.

MDAH staff will work with grantees to select project professionals. MDAH reserves the right to reject consultants and contractors who have failed to perform adequately on past preservation projects (whether the project was funded by MDAH or reviewed in the course of administering other state and federal preservation programs).

Applicants must make no commitments to project professionals without securing MDAH approval. Information on contracting with consultants will be supplied to grantees.

C. Long-Term Maintenance Plan

Grant applicants must include a comprehensive and well-defined plan for routine maintenance and long-term preservation with the grant application in order to be considered.

D. Funding Levels

In some cases, MDAH may offer a smaller grant amount than requested. Applicants must decide whether or not to modify the proposed scope of work and accept the grant. If the applicant declines, the Board of Trustees will redistribute the money.

MDAH also reserves the right to reject applications that do not include an adequate project description or that have budgets not commensurate with the scope of work.



E. Matching Share

All funds distributed through the Community Heritage Preservation Grant program are awarded in the form of matching grants, which require the grantees or sponsoring organizations to supply a cash match no less than 20% of the total project. **Please make sure to calculate the percentage from the total amount of the project and not from the amount requested.**

Example of 20% Matching Share:

Request: \$80,000 + Match: \$20,000 = Total Project: \$100,000 (20% Match)

Example of <20% Matching Share:

Request: \$100,000 + Match: \$20,000 = Total Project: \$120,000 (17% Match)

Projects with a cash match that is larger than 20% will score higher; however, any amount offered as a match must be guaranteed. **There will be no amendments to lower the match percentage amount.**

The match can come from private donations, local or federal funds, or a combination, and must be in hand at the time of the application. Applicants must provide evidence that the match is being used solely for the Community Heritage Preservation Grant.

F. Reimbursement Requests

The availability of funds for reimbursable expenses incurred by grantees is dependent upon the authorization and sale of legislatively approved general obligation bonds by the Mississippi State Bond Commission. Until the Commission authorizes and sells the bonds, reimbursement funds will not be available.

Community Heritage Preservation Grants are reimbursable grants. The grantee may receive money from the Department of Finance and Administration only **after** providing MDAH with appropriate documentation showing that project costs have been incurred and local matching funds have been expended.

Applicants receiving grant awards should be prepared to cover all project costs prior to receiving reimbursement from the Department of Finance and Administration. Specific instructions on filing reimbursements will be supplied to grantees.

G. Required Workshop for Grant Recipients

After grants have been awarded, successful grant applicants must attend a grant administration workshop at a time to be announced by MDAH. Participation is mandatory for the grantee or the project manager.

Failure to participate in the grant administration workshop will result in the loss of the grant award.

H. Preservation and Maintenance Covenant

Upon award of the grant, recipients agree to submit a signed and notarized covenant agreeing to continued preservation and maintenance of the building for a period of twenty-five years from the grant award date.

If the building is abandoned or not well maintained prior to the expiration of the twenty-five year period, MDAH may take steps to recover the grant award in part or in full. The grantee will record the covenant in the county land records of awarded property and send MDAH a notarized copy of the recorded covenant. The grantee will be responsible for any recordation fee.



Part III: Grant Selection Criteria

Applicants must meet criteria 1 through 5. Criteria 6 through 15 will be used to rate and rank each project.

1. **The property must be owned by the state, a county government, a municipal government, a school district, or a non-profit organization.** Non-profit organizations must provide proof of their 501(c)(3) status.
2. **The property must be designated a Mississippi Landmark, pursuant to the Antiquities Law of Mississippi, Miss. Code Ann. § 39-7-3 , at the time of application.** Mississippi Landmark designation is the highest form of recognition given to historic properties by the State of Mississippi. If you do not know whether a property is a Mississippi Landmark, search the MDAH Historic Resources Inventory Database at <http://www.apps.mdah.ms.gov/Public/search.aspx> or contact the Technical Preservation Services section of the Historic Preservation Division at 601-576-6940.
3. **Applicants must match the grant with cash equal to at least 20% of the total project.** Projects with a cash match larger than 20% will score higher; however, any amount offered as a match must be in hand or guaranteed. There will be no amendments to lower the match percentage amount.
4. **Applications must demonstrate that the organization has clearly defined obtainable goals, reasonable expectations of the work involved, and detailed budget estimates.** The work plan should be outlined in the grant application with the budget broken down into specific categories, such as masonry restoration, plaster repair, roof replacement, etc.
5. **Applicants must provide assurance of a project's completion and a property's continued administration, operation, and maintenance.** Property owners should have a well-defined plan for routine maintenance and long-term preservation. Applicants who do not provide a defined purpose for the property will not be considered.



Priority Will Be Given to the Following:

6. **Endangered properties:** Consideration will be given to buildings that would be abandoned or demolished without grant funding. Consideration will also be given to those properties listed as one of Mississippi's *Ten Most Endangered Historic Properties* by the Mississippi Heritage Trust.

7. **Projects that produce a high level of public benefit:** This can mean the historic property is regularly accessible to the public, has educational value, has potential for heritage tourism, and/or is an important community symbol or landmark. If the property has been identified in any local or state economic development plan, please provide documentation.
8. **Projects that best follow the *Standards*:** A project must contribute to preserving the features of the building that make it eligible for Mississippi Landmark designation. All projects must meet The Secretary of the Interior's *Standards of Rehabilitation* (see Appendix B).
9. **Need:** Grants may be awarded for three categories of preservation: stabilization and immediate need, necessary repairs, or enhancement. The first category is generally given higher priority. Projects in the other two should preserve critical historic features or encourage a building's use and preservation.



◇ **Stabilization and Immediate Need.**

This involves work on a failed structural component, like a frame, foundation, or roof. Work may address widespread deterioration or damage, such as a brick building that requires extensive mortar repointing, or may rectify serious ongoing problems to significant features, such as structural repair to a leaning tower, relaying a slate roof, or repairing

sills. Immediate need indicates that without repair, deterioration or loss will happen quickly.

- ◇ **Necessary Repairs, Corrective Measures, and Preventive Maintenance.** This covers restoration or repair to damaged or worn parts of a building before deterioration becomes so advanced the feature must be replaced entirely. This might include a single building component or many smaller items that together make up a significant project. It can include corrective measures, such as drainage, roof, siding, or porch repair.

Projects that are primarily routine maintenance (e.g. cleaning, painting) **will not** be given high priority. If a request is for painting, applicants must explain any need for associated preparatory work in the application. For example, necessary repair to wood damage caused by paint failure.

- ◇ **Enhancement.** This consists of work not vital to a building's physical survival, but instead preserves, restores, and enhances items critical to its architectural and/or historical significance, such as replicating missing decorative features. **The replacement of missing elements must be supported by documentation, including photos, original architectural drawings, or on-site physical evidence that prove they existed.**

Generally, funds are not granted to projects intended to replace later historic features with earlier ones, even if they are documented. Later changes are evidence of the history and development of a building, structure, or site,



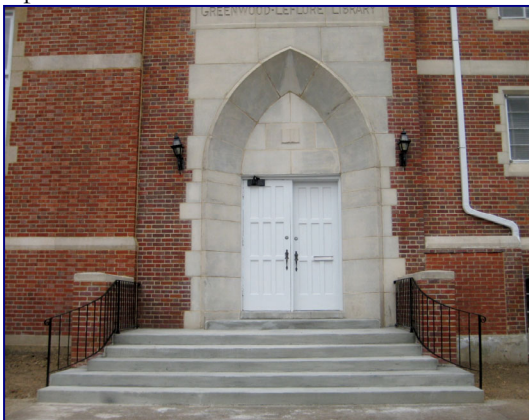
10. **Projects that promote the best long-term use of the property:** The preservation of a property is ensured if its use does not require substantial change to its architectural design or historic character. Applicants who do not define a purpose for the property will not be considered.
11. **Projects with the highest level of significance:** The levels in descending order are:
 - ◇ National Historic Landmark
 - ◇ National Register of Historic Places listing or eligibility at national significance
 - ◇ National Register of Historic Places listing or eligibility at statewide significance
 - ◇ National Register of Historic Places listing or eligibility at local significance

To check if a property is a National Historic Landmark or listed on the National Register of Historic Places, search the MDAH Historic Resources Inventory Database at <http://www.apps.mdah.ms.gov/Public/search.aspx> or contact the Architectural History section of the Historic Preservation Division at 601-576-6940. If a property has not been listed, applicants must document the significance of the property in the application.
12. **Projects that involve the installation of protective features when the absence of such features constitutes a serious threat to the historic structure.** This can include the installation of burglary and fire-detection/suppression systems.
13. **Geographic distribution and cultural diversity:** To preserve the entire range of Mississippi's heritage, the Board of Trustees will consider geographic distribution and cultural diversity. Geographic distribution will be a factor in instances where applications compete equally in the first eleven criteria.
14. **Projects that will be completed:** In order to ensure that a historic resource will be returned to service, priority will be given to projects that will finalize the preservation, rehabilitation, or restoration of the resource during this grant period.

Important Additional Guidance

Repair is preferable to replacement. If replacement occurs, it is almost always best to use traditional historic materials. Only in extreme circumstances will projects that include replacement elements consisting of non-historic materials be considered.

Temporary repairs will be funded only under extraordinary circumstances. Applicants who propose temporary repairs must include a written outline that describes how and when the permanent repairs will be undertaken.



Part IV: Instructions for Applying for Funds

Applicants should read the entire manual before completing the application. All the forms needed to apply for funds are included. Do not put pages in transparent slips.

Submit one (1) original application in a three-ring binder and seven (7) stapled or clipped copies in the following order:

- ◇ Application
- ◇ Application checklist
- ◇ Project narrative
- ◇ Project budget
- ◇ Color digital images in jpeg format and a set of labeled prints that are no less than 4"x 6" keyed to a floor plan and photo log
- ◇ Resumes of project coordinator and/or project professional
- ◇ Long-term maintenance plan
- ◇ Matching share form and letters of commitment
- ◇ Supporting documentation
 - ◆ Board minutes supporting the application if the applicant is a public entity
 - ◆ 501(c)(3) charter if the applicant is a non-profit organization
 - ◆ Applicant's IRS form W-9
- ◇ Signed letters of support
- ◇ Signed statement of understanding
- ◇ Signed title and insurance certification

The following information is intended to clarify specific sections in the application.

A. Application

1. **Property Name:** The property name should be the historic name of the property. “Yoknapatawpha County Courthouse Restoration.”
2. **Project Location:** The physical address of the property including city, county, and zip code. If the application is for a rural property include a location description.
3. **Project Description:** A description of the proposed project in one sentence. This information will be presented to the Board of Trustees, so be sure to write a clear, concise, and complete descriptive sentence. Allowable project work can be found in Section II, Part A.
4. **Year Building Constructed:** The date of when the building was first constructed, as well as the dates of any significant changes or additions.
5. **Project Budget:** The amount of grant funds requested, the matching share, and the total project cost. These figures must equal the figures in the project budget section and matching share forms.
6. **Project Applicant:** Applicants must have legal authority to apply; be a government agency, school district, or 501(c)(3) non-profit; and accept legal and financial responsibility for the project. Properties must be publicly owned or owned by the non-profit submitting the application.
7. **Project Coordinator:** The person designated by the project applicant to administer the project. This person will be the primary contact for MDAH.
8. **Property Owner:** The building must be owned by the state, city, or county government; school district; or non-profit organization.
9. **Tax Identification Number:** Required under state auditing and income tax regulations. Must include W-9.
10. **Project Professional:** The person who ensures the final product meets all applicable federal and state regulations (See Part II, Section B). Please submit a current resume. If the project professional is to be hired after funding is determined, write “To Be Selected” in this space.
11. **Name of State Legislators for Project District:** Include only the senator and representative corresponding to the district in which the property is located. Do not include more than one each.
12. **Mississippi Landmark Status:** A property must be designated a Mississippi Landmark before



application. The requested information can be found in the MDAH Historic Resources Inventory Database at <http://www.apps.mdah.ms.gov/Public/search.aspx> or the local Chancery Clerk's office. Contact the Technical Preservation Services section of the Historic Preservation Division at 601-576-6940 with any questions regarding Mississippi Landmarks.

B. Application Checklist

Refer to the checklist on page 17 for instructions on how to assemble the application and the number of required copies. Check off each item and submit the checklist with the paperwork. Points will be taken from the final score of applications that do not follow the correct order.

C. Project Narrative

The narrative should be short, clear, and concise. It should include adequate detail to define the proposed scope of work. Please submit a narrative statement that:

1. Provides a description of the significance of the property and a brief historical overview.
2. Provides a detailed description of the project, including reasons for undertaking it, specific goals, and work to be accomplished. For building preservation projects, include the current building condition, specific problems to be addressed, and proposed repairs. For development and interpretation projects, include any preplanning, planning/design, or research to be done.
3. States the project goals and how they will be achieved, and explains how the project would benefit the state and/or local community. Properties without a defined purpose will not be considered.

D. Project Budget

1. **Proposed Work Plan:** Provide a complete and thorough budget breakdown. Itemize costs according to work elements, such as windows, doors, roof, exhibit cases, research, etc. Be sure to account for the total cost of the proposed project, not just the state share.
2. **Total Project Costs:** Indicate the total cost of the work described in the breakdown. The matching share must be at least 20% of the **total project**.
3. **Estimates:** Indicate how project estimates were determined (estimates from contractors, architects, exhibit designers, etc).
4. **Partial Funding:** Explain how partial funding would allow for a successful project. Prioritize and explain which components are critical in order to proceed. Indicate how work could be phased and the sequence of completion. Applicants who do not include options may not receive funding.

E. Photographs & Digital Images



Submit 5–15 original images to convey the property’s significance and condition. Photographs must be labeled and keyed to a floor plan and the included photo log of the rehabilitation project. The position of the photographer, the direction toward which the picture was taken, and the photo number must be labeled on the drawing. **The digital images must be high-resolution and in jpeg format.** Include at least one clear, quality photo of the building’s front façade along with photos of the areas where grant-assisted work is needed. For example, detailed shots showing window deterioration or damage. **Also submit one set of prints, 4”x6” minimum, with the original application and one set of copies, 4”x6” minimum, on paper per additional application.** The images will be used to present grant proposals to the Board of Trustees.

F. Resumes

Please submit a copy of the resume of the person who will act as project coordinator with the application. If the grant project will include a project professional who is already a member of the project applicant's staff, please include a copy of this person's resume as well.

G. Long-Term Maintenance Plan

Grant applicants must include a comprehensive and well-defined plan for routine maintenance and long-term preservation with the grant application in order to be considered.

H. Matching Share

Applicants must have a cash match not less than 20% of the **total project** in-hand or guaranteed at the time of application. If any part is provided by entities other than the applicant, attach letters showing firm and binding commitments for promised donations. The certification of matching share must be signed by a person legally authorized to commit the funds. In-kind matches are not eligible.

Example of 20% Matching Share:

Request: \$80,000 + Match: \$20,000 = Total Project: \$100,000 (20% Match)

Example of <20% Matching Share:

Request: \$100,000 + Match: \$20,000 = Total Project: \$120,000 (17% Match)

I. Supporting Information

Public entities must attach minutes or a resolution showing the governing body supports the project and application, and is familiar with the Statement of Understanding. Non-profit organizations must include a copy of the charter showing the years an organization has been incorporated as a non-profit.

J. Letters of Support

At least three (3) letters of support from the community must be submitted with the application. They may come from elected officials, historical societies, community groups, business people, or other interested parties in order to demonstrate broad-based support for the proposed project. **Letters of support must demonstrate that they concern the current grant proposal.**

K. Statement of Understanding

Applicants must indicate that they have read, understood, and agreed to the conditions of this application as well as any grant received from MDAH.

L. Title and Insurance

Applicants must provide proof of title and adequate insurance to protect the state's investment.





Part V: Forms

APPLICATION

Please read the full application before completing. Inaccurate or incomplete applications will not be considered.

1. Property Name:

Hattiesburg City Hall Renovations

2. Project Address (or location description if in rural area):

200 Forrest St, Hattiesburg, MS 39403

3. Project Description (in one sentence):

The proposed renovations at Hattiesburg City Hall includes repairs to areas caused by water damage, renovating common space areas for optimal use, environmental testing, security measures, and the addition of a rooftop access ladder.

4. Year Building Constructed: 1921

Changes/Additions Dates: 1955, 1962, 1980, 2008, 2011, 2019

5. Project Budget:

Total State Grant Funds Requested: \$ \$ 86,000.00

Matching Funds Provided By Applicant: \$ \$ 21,500.00

Total Project Cost: \$ \$ 107,500.00

6. Project Applicant (will be the signatory):

Mr. Toby Barker

Title (Dr., Mr., Mrs., Ms.)

Contact Name

City of Hattiesburg

Mayor

Organization

Title in Organization

P.O. Box 1898

Address

Hattiesburg

MS

39403

City

State

Zip Code

(601) 545-4501

mayor@hattiesburgms.com

Phone

E-mail

Project Applicant Description:

☐ State Government

☐ County Government

☒ Municipal Government

☐ School District

☐ Nonprofit Corporation – Attach the Mississippi Secretary of State of State charter of incorporation and IRS 501(c)(3) tax exempt letter as well as financial statements for the past 3 years.

COMMUNITY HERITAGE PRESERVATION GRANT PROGRAM—ROUND 16

7. Project Coordinator:

Ms.	Ann Jones	
Title (Dr., Mr., Mrs., Ms.)	Contact Name	
City of Hattiesburg		Chief Administrative Officer
Organization		Title in Organization
P.O. Box 1898		
Address		
Hattiesburg	MS	39403
City	State	Zip Code
(601) 545-4503	annjones@hattiesburgms.com	
Phone	E-mail	

8. Property Owner:

Mr.	Toby Barker	
Title (Dr., Mr., Mrs., Ms.)	Contact Name	
City of Hattiesburg		Mayor
Organization		Title in Organization
P.O. Box 1898		
Address		
Hattiesburg	MS	39403
City	State	Zip Code
(601) 545-4501	mayor@hattiesburgms.com	
Phone	E-mail	

9. Tax Identification Number (attach W-9): **64-6000432**

10. Project Professional:

Mr.	Lamar Rutland	
Title (Dr., Mr., Mrs., Ms.)	Contact Name	
City of Hattiesburg		MPO Director
Organization		Title in Organization
P.O. Box 1898		
Address		
Hattiesburg	MS	39403
City	State	Zip Code
	lrutland@hattiesburgms.com	
Phone	E-mail	

11. Name of State Legislator of Project District:

Missy Warren McGee	
House	
Chris Johnson	
Senate	

12. Mississippi Landmark Designation: Properties must be designated by the MDAH Board of Trustees under provisions of the State Antiquities Act to be eligible for Community Heritage Preservation Grants. This information can be found in the Chancery Clerk's office at the local courthouse or contact MDAH.

Forrest	10/03/1988	V. 604; p. 410
County	Date Recorded	Book/Page

APPLICATION CHECKLIST

One original application and seven (7) copies (must be in this order for consideration):

- ☒ Application
- ☒ Application checklist
- ☒ Project narrative
- ☒ Project budget
- ☒ Color digital images in jpeg format a set of prints with a keyed plan and photo log
- ☒ Resumes of project coordinator and/or project professional
- ☒ Long-term maintenance plan
- ☒ Matching share form and letters of commitment
- ☒ Supporting documentation (W-9 and board minutes **OR** 501(c)(3) charter)
- ☒ Signed letters of support
- ☒ Signed statement of understanding
- ☒ Signed title and insurance certification

Submit the original application in a three-ring binder without transparent slips. Staple or clip each copy in the upper left hand corner. Do not place the copies in three-ring binders or have them bound.

All seven sets of the application must be with the Historic Preservation Division of MDAH, located in the Charlotte Capers Archives and History Building, by 5 p.m. on September 30, 2022.

Applicants are encouraged to submit early and make an additional copy of all documents for their records.

Mail to:

CHPG – Round 16
Historic Preservation Division
MS Dept. of Archives and History
P. O. Box 571
Jackson, MS 39205-0571

Deliver to:

CHPG – Round 16
Historic Preservation Division
1st Floor
Charlotte Capers Building
MS Dept. of Archives and History
100 South State Street
Jackson, MS 39201

PROJECT NARRATIVE

Attach continuation sheets if needed.

1. Historic significance of property:

Prior to 1921, Hattiesburg City Hall was located at the corner of Forrest and Pine Streets. At that time, the site of the current City Hall was occupied by an opera house and the Southern Hotel. Hattiesburg's current City Hall building was constructed in 1921. All City departments were originally housed in City Hall. The police department and jail were located on the first level, in an area that is now occupied by the Information Technology offices and Code Enforcement Division offices. The fire department was originally located on the second floor, and the municipal court occupied the third floor. Over time, the police and fire departments and municipal court were relocated to their current facilities. At present, the following departments and divisions are housed at City Hall: Administration, including Information Technology, City Clerk, Tax, Parking, Human Resources, and Risk Management Divisions; Clerk of Council; and the Department of Urban Development, including Code Enforcement, Community Development, Building and Planning/Zoning Divisions.

2. Detailed description of project:

The proposed project includes a variety of renovation measures for the Human Resources Division, the most important of which are in response to significant interior damage caused by condensation from the external A/C units as well as ongoing water damage from rain and severe weather damage, often leading to excessive ceiling leaks and flooding of employee offices. Our goal is to work to correct the ongoing moisture damage issue, including the known source and all impacted areas. Due to years of poor ventilation and encroaching condensation from A/C units and rain, the paint along the walls of the third floor is staining, molding, and peeling. The carpet on the third floor needs to be removed due to the mold and extreme wear and tear. Because all of the carpet on the third floor is old and worn, and much of the carpet on the third floor will need to be replaced as a result of the moisture damage, the plan is to replace all of the third-floor carpeting at one time. Windowsills, ceiling tiles, electrical outlet covers, and furniture have taken on significant damage. The interior walls of the entire third floor will also be repainted to address the current distressed and unprofessional state from years of use and water damage. Interior work will include all renovations needed to repair the moisture damage, including repair and replacement of wall and floor finishes in offices and rooms that are directly impacted by the moisture damage. While we know of certain areas where there is significant evidence of the problem, environmental testing will also be conducted to evaluate if the impact of the moisture damage has spread to other areas.

Please reference the attached Project Narrative for continuation of the project description.

3. Is the property endangered? Yes: No:

4. If yes, how is the property endangered?

5. Explain how the project will meet the preservation NEEDS of the property and the Secretary of the Interior's *Standards of Rehabilitation*:

Our intended use of the grant funds will meet the preservation needs by eliminating future risk of water damage, which was greatly affecting the longterm functionality of not only the Human Resources Division but any future use of the area by City Hall personnel. City Hall is an essential part of the preservation of the City of Hattiesburg. It is the responsibility of those presently occupying the area to advocate for a safe, convenient, and efficient use of space to ensure that citizens and employees respect the present and future sanctity of Hattiesburg City Hall.

6. How will the property be used in the future? Will it require substantial changes to the property?

The property will remain the City Hall in the future. It will not require substantial changes to the property, only interior cosmetic work, preventative moisture damage measures, entrance safety provisions, and the addition of rooftop access ladder.

7. Public benefit of project:

The proposed renovations will provide a number of benefits to the employees who work in City Hall and individuals who visit City Hall, as well as protecting the integrity of the building to ensure its longevity. The repairs associated with the moisture damage and mold will eliminate a health hazard for employees and visitors, and addressing the source of the moisture damage will protect the City Hall from future damage and future costly repairs.

Reconfiguration of the customer interaction area in the Human Resources area will create a more convenient and comfortable layout to help meet citizen and employee needs. Adding a rooftop access ladder will enhance maintenance accessibility and safety, so that maintenance issues which require rooftop access can be addressed more efficiently.

PROJECT BUDGET BREAKDOWN

1. Work Plan: specify costs for all aspects of the project such as door and window repair, masonry repair, interior finishes, exhibit design costs, exhibit construction, etc. Attach additional sheets to this page if needed. Items not included in the application are not eligible for funding.

Third Floor: Interior paint - \$15,000

Third Floor: Replacement of carpeting - \$30,000

Third Floor: Upgrade customer interaction and security - \$40,000

Third Floor: Rooftop access ladder - \$10,000

Environmental testing - \$12,500

Total - \$107,500

2. Total Project Cost (grant amount requested + matching share)	\$ <u>\$ 86,000.00</u>	(100%)
Grant Amount Requested (no more than 80% of total project)	\$ <u>\$ 21,500.00</u>	(20%)
Matching Share (a minimum of 20% of total project)	\$ <u>\$ 107,500.00</u>	(100%)

Example of 20% Matching Share:

Request: \$80,000 + Match: \$20,000 = Total Project: \$100,000 (20% Match)

Example of <20% Matching Share:

Request: \$100,000 + Match: \$20,000 = Total Project: \$120,000 (17% Match)

3. How were estimated project costs determined?

Estimates were obtained from contractors.

4. Indicate whether partial funding and/or partial completion of the project would allow for a successful result. Prioritize the proposed work, indicating what is critical. Show the sequence in which work must be completed, if relevant. Applicants who do not include partial options may be in jeopardy of not receiving funding. Attach additional sheets to this page if needed.

Successful results could be obtained with partial funding, as the work can easily be separated into phases. Our priorities are as follows, with number one being the highest priority:

1. Office renovations to repair moisture damage, painting, replacement of carpeting, and construction to redirect A/C unit condensation, and environmental testing (Total \$57,000)
2. Third floor upgrades to enhance security and improve customer interaction (Total \$40,000)
3. Third Floor – rooftop access ladder (\$10,000)

The work associated with the repair of areas damaged by moisture and measures to prevent future moisture damage are the most critical, because the moisture damage has caused mold and presents as health hazard to employees and visitors. The moisture damage also poses a threat to the longevity of City Hall and future functionality.

MATCHING SHARE

Donor: _____	
Source: <u>City of Hattiesburg General Fund</u>	
Total Cash Amt:	\$ <u>\$ 21,500.00</u>
Donor: _____	
Source: _____	
Total Cash Amt:	\$ _____
Donor: _____	
Source: _____	
Total Cash Amt:	\$ _____
Donor: _____	
Source: _____	
Total Cash Amt:	\$ _____
Donor: _____	
Source: _____	
Total Cash Amt:	\$ _____
Total Match (must equal matching funds on Item 5 of the application):	\$ <u>\$ 21,500.00</u>

CERTIFICATION OF MATCHING SHARE

I certify that the matching share funds identified above are available, and that they will be allocated only to the Community Heritage Preservation Grant project described in this application and titled:

Hattiesburg City Hall Renovations

Project Title

Mayor Toby Barker

Name and Title of Authorized Representative

9/20/22

Signature

Date

Applicants are strongly encouraged to submit appropriate documentation of the matching share (copies of bank statements, etc.) to this page. Please note that applications without documentation may not receive full credit for the matching share.

Photograph Log
Attach the Photo Key Plan
(see instructions on pg. 13)

Photographer: Laken Camp Date 9/20/22
Property: City Hall
Address: 200 Forrest St, Hattiesburg, MS 39403

Photo Description

1. Front exterior of City Hall, main entrance, second floor access
2. Side exterior of City Hall, first floor entrance
3. Significant water damage to third-floor ceiling tiles
4. Emphasizing #3, includes damaged tiles and water bucket for continuous leaks
5. Molded tiles due to moisture damage
6. Mold-infested window sills
7. Water stains due to continuous leaking and occasional flooding
8. Stained and damaged carpet due to said leaks and flooding
9. Entry point for water for #7 and #8, see stains along wall and ceiling
10. Entrance to the HR Division exhibiting no security measures
11. Built-in counter that is inhibiting optimal use of the common area
12. Built-in cabinet that are inhibiting optimal use of the common area
13. New Employee Orientation room, significant wall damage and minimal space for new employees
14. Left wall to #13, significant damage to the wall and need for repair and paint
15. Breakroom from the entryway exhibiting mildew infested built-in furniture

STATEMENT OF UNDERSTANDING

With respect to grants received from MDAH, applicants indicate by their signatures they have read, understand, and agree to this Statement of Understanding. Failure to comply will result in cancellation.

1. This is a request for consideration for a grant and does not constitute a commitment for funding from the Community Heritage Preservation Grant Program administered by MDAH.
2. Individuals submitting this grant request on behalf of applicants have the necessary authority to request consideration of this project by MDAH.
3. This is a matching grant program in which only a portion of the total project cost can be supplied by the grant funds; matching share will be supplied by applicants in the form of cash. In-kind matches will not be considered or credited to applicants. Projects with a cash match larger than 20% will score higher; however, any amount offered as a match must be guaranteed. **There will be no amendments to lower the match percentage amount.**
4. No work covered in this application is to begin until applicants have been notified in writing that funds have been awarded and have accepted in writing the terms and conditions of the grant. No work is to begin until the work has been approved by the Permit Committee and applicants have received an official **Mississippi Landmark Permit**.
5. If a grant is received, a 25-year preservation and maintenance covenant must be submitted to MDAH in which the grantee agrees to maintain the property and not abandon it. Covenants are transferable.
6. If a grant is received, all obligations for material work are to be paid by the grantee, who will then receive reimbursement from the Department of Finance and Administration, based on prior agreement and approval by MDAH.
7. The availability of funds for reimbursable expenses incurred by grantees is dependent upon the authorization and sale of legislatively approved general obligation bonds by the Mississippi State Bond Commission. Until the Commission sells the bonds, reimbursement funds will not be available.
8. Grants will be administered in accordance with all applicable state laws, regulations, policies, requirements, and guidelines, including Title VI of the 1964 Civil Rights Act, non-discrimination on the basis of handicap, and equal employment opportunity and labor laws.
9. Projects shall be carried out pursuant to the relevant treatment in The Secretary of the Interior's *Standards for the Treatment of Historic Properties* as outlined in Appendix B and the *International Existing Building Code 2012*.
10. Procurement actions will be conducted in accordance with the State of Mississippi bidding and procurement laws.

COMMUNITY HERITAGE PRESERVATION GRANT PROGRAM—ROUND 16

11. All costs charged to the grant project will be in payment of approved budget items.
12. Cost and/or work items not included in the application are not eligible for funding.
13. Adequate resources will be available for the completion of the proposed project and the continued operation of the site.
14. An adequate financial management system (and audit procedure when deemed applicable) will be maintained to provide control of all property, funds, and assets during the grant period.
15. The project, if funded, will be carried out in accordance with the guidelines set forth by the Historic Preservation Division of MDAH and will be completed within the allotted time. **Projects will not be extended.** Additionally, there are benchmarks that must be met during the grant period in order to keep a project on schedule. Failure to meet the benchmarks could lead to the cancellation of a project.
16. Applicants will cooperate with the staff of MDAH in meeting all the above requirements.
17. Additional administrative requirements and project-specific conditions may be a part of any grant offer made by MDAH as a result of this application.
18. **Failure to comply with the conditions set forth in this Statement of Understanding will result in cancellation of the grant.**

The applicant recognizes and agrees that any state financial assistance will be extended in reliance on the representations and agreements made in this assurance, and that the State of Mississippi reserves the right to seek judicial enforcement of this assurance. This assurance is binding on the applicant, its successors, transferees, and assignees, and on the person or persons whose signature appear below and who is/are authorized to sign this assurance on behalf of the applicant.

City of Hattiesburg

9/20/22

Applicant

Date

Mayor Toby Barker

Name and Title of Authorized Representative

Signature

TITLE AND INSURANCE CERTIFICATION

State funds cannot be invested in projects without assurance that the grantee possesses clear and unencumbered title to the property involved in the proposed project, and has the property adequately insured to protect the state's investment.

I certify that the property involved is owned and sufficiently insured by the applicant identified below, and that the building will be used for the Community Heritage Preservation Grant project described in this application and titled:

Hattiesburg City Hall Renovations

Project Title

City of Hattiesburg

Applicant

Mayor Toby Barker

Name and Title of Authorized Representative

9/20/22

Signature

Date

Applicants must submit appropriate documentation of ownership and title (copies of deeds, certificates of title, insurance policies, etc.) with this form. Please note that applications without documentation may not be considered for grant awards.



Part VI: Appendices

APPENDIX A

Glossary of Grant Descriptions

Certified Local Government – A county or municipality that has established its own historic preservation commission and program that meet federal and state standards, and has obtained certification of such action from MDAH and the National Park Service.

Conservation – Action taken to minimize deterioration so that artifacts and objects may be preserved for the future.

Documentation – Historical research and/or photographic evidence that documents the historical significance of an era, event, or historical personage.

Exhibit Design – Sketches, plans, mock-ups, etc. necessary to construct and install interpretive exhibits.

Historic Property – Buildings, sites, structures, or monuments of historical significance, defined by MDAH.

History Museum – An institution that collects, preserves, exhibits, and interprets a collection of tangible objects of historical significance. A museum facility allocates sufficient space to collections care and storage spaces, as well as exhibit space, and is open to the public.

House Museum – A historic structure authentically furnished with objects of a particular period used to interpret accurately a particular lifestyle, culture, or person.

Interpretation – Historical exhibit design, interpretive or commemorative marker, or monument, publication, program, or other instructional techniques that present and interpret history from broad cultural and ethnic perspectives.

Investigation – A systematic examination and documentation of information concerning historic buildings, sites, and/or events. Research and analysis will vary, depending upon the specific objectives and the type of property or event under examination, but will usually take the form of a historic structure report, an archaeological excavation and report, or research for monuments, statues, historical markers, or exhibits.

Preservation – The process of applying measures to sustain the existing form, integrity, and material of a building, structure, site, or artifact. Preservation may include initial stabilization/conservation work, as well as ongoing maintenance (which is the continuing responsibility of the project applicant).

Rehabilitation – Returning a historic property to a state of utility through repair or alteration that makes possible efficient contemporary use (i.e., ADA handicapped accessible facilities, air conditioning, signage, etc.) while preserving those portions or features of the property that are significant to its historical, architectural, and/or cultural values.

Renovation – Returning a historic property to a state of utility through repair or alteration that makes possible efficient contemporary use (i.e., ADA handicapped accessible facilities, air conditioning, signage, etc.) while preserving those portions or features of the property that are significant to its historical, architectural, and/or cultural values.

Repair – Returning sound condition to a historic property by replacing damaged building components with new components of appropriate design, material, and craftsmanship.

Restoration – Accurately recovering the form and details of a historic property and its setting as it appeared at a particular period of time by removing later work/material or by replacing missing earlier work/material.

Site – The setting of an event of archaeological or historical significance. It can refer to areas that are notable because of their association with a particular era, event, occurrence, or historical personage.

APPENDIX B

The Secretary of the Interior's *Standards of Rehabilitation*

1. A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships.
2. The historic character of a property will be retained and preserved. Removing distinctive materials or altering features, spaces, and spatial relationships that characterize a property will be avoided.
3. Each property will be recognized as a record of its time, place, and use. Changes creating a false sense of development, such as adding conjectural features or elements from other properties, will not be undertaken.
4. Changes that have acquired historic significance in their own right will be retained and preserved.
5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.
6. Deteriorated historic features will be repaired rather than replaced. Where severe deterioration requires replacement of a distinctive feature, design, color, texture and, where possible, materials will be matched. Replacing missing features will be substantiated by documentary and physical evidence.
7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.
9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.
10. New additions and adjacent or related new construction will be undertaken so that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

APPENDIX C

Professional Qualifications – 36 CFR Part 61

A year of full-time experience need not consist of a continuous year of full-time work, but may be discontinuous periods of full-time or part-time work adding up to the equivalent of a year of full-time experience.

- A. History.** Minimum qualifications are a graduate degree in history or a closely related field; **or** a bachelor's degree in history or a closely related field **plus:**
1. At least two years of full-time experience in research, writing, teaching, interpretation, or other demonstrable professional activity with an academic institution, historical organization or agency, museum, or other professional institution; **or**
 2. Substantial contribution to the body of scholarly knowledge through research and publication.

- B. Archaeology.** Minimum qualifications are a graduate degree in archaeology, anthropology, or a closely related field, **plus:**
1. At least one year of full-time professional experience or equivalent specialized training in archaeological research, administration, or management; **and**
 2. At least four months of supervised field and analytic experience in general North American archaeology; **and**
 3. Demonstrated ability to carry research to completion.

In addition, a professional in prehistoric archaeology shall have at least one year of full-time professional experience at a supervisory level in the study of prehistoric archaeological resources. A professional in historic archaeology shall have at least one year of full-time professional experience at the supervisory level in the study of archaeological resources of the historic period.

- C. Architectural History.** Minimum qualifications are a graduate degree in architectural history, art history, historic preservation, or a closely related field, with course work in American architectural history; **or** a bachelor's degree in architectural history with a concentration in American architecture; **or** a bachelor's degree in architectural history, art history, historic preservation, or a closely related field **plus:**
1. At least two years of full-time experience in research, writing, or teaching in American architectural history or restoration architecture with an academic institution, historical organization or agency, museum, or other professional institution; **or**
 2. Substantial contribution to the body of scholarly knowledge in the field of American architectural history through research and publication.

- D. Architecture.** Minimum qualifications are a professional degree in architecture **plus:**

1. At least two years of full-time professional experience in architecture; **or**
2. A State of Mississippi license to practice.

- E. Historical Architecture.** Minimum qualifications are a professional degree in architecture; **or** a State of Mississippi license to practice **plus:**

1. At least one year of graduate study in architectural preservation, American architectural history, preservation planning, or a closely related field, **and** at least one year of full-time professional experience on preservation and restoration projects; **or**
2. At least two years of full-time professional experience on preservation and restoration projects. Experience shall include detailed investigation of historic structures, preparation of historic structures reports, and preparation of plans and specifications for preservation projects.

APPENDIX D

Advice for Completing Community Heritage Preservation Grant Applications

MDAH staff has prepared the following advice to cover the parts of grant proposals that are most often found to be incomplete or inadequate. The Community Heritage Preservation Grant Program is competitive, and by following this advice your proposal will be more effective. There is no guarantee a project will be funded, but a well-developed proposal has a better chance.

Dos and Don'ts in Preparing Grant Proposals:

- Do** Consult Historic Preservation Division staff with questions about completing the application.
- Do** Assemble the copies of the proposal carefully following the order given in the Application Checklist. Applications are often incorrect or out of order. It is much easier to find a specific part of any application when they are all assembled in the same manner. This ensures that the proposal can be reviewed in its entirety.
- Do** Give your proposal to someone else to read before submitting, preferably someone not connected with the project. If the reader has questions about the project, then the application may not be clear enough. You will then have the opportunity to rework it, if necessary.
- Do** Submit your application early, if possible. If parts are missing or incomplete you will have time to make necessary corrections before the final deadline.
- Do** Ask for letters of support from local people, organizations, and political representatives early. This allows the letter to be submitted with the application. Letters received after the final deadline will not be considered.
- Do** Read the instructions thoroughly to make sure you have completed the application correctly.

Don't Wait until the last minute to begin preparing your application. Supporting documentation is extremely important and may take several weeks to pull together. Proposals written at the last minute often lack necessary details and documentation, and generally do not score well because of it. Remember, this is an extremely competitive program—take time to put together a quality application.

Don't Submit your application spiral bound with a wire or plastic comb, or tape bound, or with the pages inserted in plastic sleeves. In case the staff needs to copy or reorganize the application, these bindings and covers make it difficult to take apart and reassemble to application.

Only the original application is submitted in a three-ring binder. Additional copies are not submitted in this manner as they take up too much file space. The score given to each application is directly derived from the content and not the appearance of the grant proposal.

Don't Tape, staple, or attach prints of digital images to pages.

APPENDIX E

Four Easy Ways to Help Your Proposal Score More Points:

1. **Include a thorough and detailed project description.** This project description should cover every item or task to be completed under the grant-assisted project. If the proposed grant project is a part, component, or phase of a larger project, briefly describe the overall project and how the proposed grant fits into the big picture. Then describe the proposed grant project in detail. List and describe each result of the grant project and discuss any potential spin-off benefits of the project. A thorough and detailed project description generally should not exceed three typewritten pages.
2. **Include a detailed and documented project budget.** The budget should be broken down in detail. Be sure to include all project costs in the budget. Whenever possible, include written estimates from consultants or contractors for the goods and services to be used in the proposed project. This kind of documentation proves that the budget is reasonable and accurate.
3. **Include documentation to support the applicant's matching share.** Obtaining copies of bank statements, written pledges or commitments, or other financial documentation may take several days or even weeks, so allow enough time to accomplish this task prior to the application submission deadline.
4. **Turn in the application in the correct order.** By carefully following the grant application instructions and the advice given above, a grant application should be able to avoid the most common pitfalls of preparing a grant proposal. A quality proposal is the sum of many quality parts. One or two weak parts of the proposal may mean the difference between the proposal being funded and not being funded. If you have any questions, contact Mingo Tingle at 601-576-6952 or email at chpg@mdah.ms.gov.



Memorandum

To: Mayor Toby Barker and Members of City Council

From:

cc:

Date: Tuesday, September 20, 2022

Re: Approve Letter of Engagement with Topp McWhorter Harvey PLLC to audit the financial statements of the City of Hattiesburg for the fiscal year ending September 30, 2022 and authorize the Council President to execute in duplicate.
File Number: 2022-688
Minute Book #

Summary

Recommendation Statement

I recommend approval of the Engagement Letter with TMH for auditing services.

Please place this on the September 20, 2022 City Council meeting for consideration.



August 19, 2022

To the City Council
Attention: Mr. Jeffrey George, President
City of Hattiesburg, Mississippi
Post Office Box 1898
Hattiesburg, Mississippi 39403-1898

Dear Mr. George:

You have requested that we audit the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component unit, each major fund, and the aggregate remaining fund information of City of Hattiesburg, Mississippi, as of September 30, 2022, and for the year then ended, and the related notes to the financial statements, which collectively comprise City of Hattiesburg, Mississippi's basic financial statements as listed in the table of contents.

In addition, we will audit the entity's compliance over major federal award programs for the period ended September 30, 2022. We are pleased to confirm our acceptance and our understanding of this audit engagement by means of this letter. Our audits will be conducted with the objectives of our expressing an opinion on each opinion unit and an opinion on compliance regarding the entity's major federal award programs. The objectives of our audit of the financial statements are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with auditing standards generally accepted in the United States of America (GAAS) and, in accordance with *Government Auditing Standards*, and/or any state or regulatory audit requirements will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

The objectives of our compliance audit are to obtain sufficient appropriate audit evidence to form an opinion and report at the level specified in the governmental audit requirement about whether the entity complied in all material respects with the applicable compliance requirements and identify audit and reporting requirements specified in the governmental audit requirement that are supplementary to GAAS and *Government Auditing Standards*, if any, and perform procedures to address those requirements.

Accounting principles generally accepted in the United States of America (GAAP) require that supplementary information be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board (GASB), who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the required supplementary information (RSI) in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist primarily of inquiries of management regarding their methods of



HATTIESBURG
2 Southern Pointe Parkway, Suite 100
Hattiesburg, MS 39401-8025

P. O. Drawer 15099
Hattiesburg, MS 39404-5099

COLUMBIA
150 Old Highway 98 E
Columbia, MS 39429-6447

P. O. Box 609
Columbia, MS 39429-0609

GULFPORT
2019 23rd Avenue
Gulfport, MS 39501-2968

P. O. Box 548
Gulfport, MS 39502-0548

To the City Council
Attention: Mr. Jeffrey George, President
City of Hattiesburg, Mississippi
August 19, 2022
Page 2

measurement and presentation, and comparing the information for consistency with management's responses to our inquiries. We will not express an opinion or provide any form of assurance on the RSI. The following RSI is required by accounting principles generally accepted in the United States of America. This RSI will be subjected to certain limited procedures but will not be audited:

- Management's Discussion and Analysis (MD&A)
- Budgetary Comparison Schedules for the General Fund and any major Special Revenue Funds
- Schedule of the City's Proportionate Share of the Net Pension Liability - PERS and PFDR
- Schedule of City Contributions - PERS and PFDR
- Schedule of Changes in the City's Total OPEB Liability and Related Ratios
- Notes to the Required Supplementary Information

Supplementary information other than RSI will accompany City of Hattiesburg, Mississippi's basic financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the basic financial statements and certain additional procedures, including comparing and reconciling the supplementary information to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and additional procedures in accordance with auditing standards generally accepted in the United States of America. We intend to provide an opinion on the following supplementary information in relation to the financial statements as a whole:

- Nonmajor and Fiduciary Combining Fund Statements
- Statement of Department Expenditures - Budgetary Basis - General Fund
- Schedule of Surety Bonds for Municipal Officials
- Full Cost Accounting - Solid Waste Management Services
- Report on Revenues and Expenditures Additional 1% Sales Tax for City Parks and Recreation Projects and Improvements to USM Athletic Facilities - Modified Accrual Basis
- Water and Sewer Budgetary Basis Statements
- Schedule of Expenditures of Federal Awards and related notes

Schedule of Expenditures of Federal Awards

We will subject the schedule of expenditures of federal awards to the auditing procedures applied in our audit of the basic financial statements and certain additional procedures, including comparing and reconciling the schedule to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and additional procedures in accordance with auditing standards generally accepted in the United States of America. We intend to provide an opinion on whether the schedule of expenditures of federal awards is presented fairly in all material respects in relation to the financial statements as a whole.

Also, the document we submit to you will include the following other additional information that will not be subjected to the auditing procedures applied in our audit of the financial statements:

- Letter of Transmittal
- List of Public Officials
- Statistical Information required for the Comprehensive Annual Financial Report presentation

Data Collection Form

Prior to the completion of our engagement, we will complete the sections of the Data Collection Form that are our responsibility. The form will summarize our audit findings, amounts and conclusions. It is management's

To the City Council
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responsibility to submit a reporting package including financial statements, schedule of expenditure of federal awards, summary schedule of prior audit findings and corrective action plan along with the Data Collection Form to the federal audit clearinghouse. The financial reporting package must be text searchable, unencrypted, and unlocked. Otherwise, the reporting package will not be accepted by the federal audit clearinghouse. We will assist you in the electronic submission and certification. You may request from us copies of our report for you to include with the reporting package submitted to pass-through entities.

The Data Collection Form is required to be submitted within the *earlier* of 30 days after receipt of our auditors' reports or nine months after the end of the audit period, unless specifically waived by a federal cognizant or oversight agency for audits. Data Collection Forms submitted untimely are one of the factors in assessing programs at a higher risk.

Audit of the Financial Statements

We will conduct our audits in accordance with GAAS, the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States of America; the audit requirements of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance) and, if applicable, in accordance with any state or regulatory audit requirements. As part of an audit of financial statements in accordance with GAAS, *Government Auditing Standards* and, if applicable, in accordance with any state or regulatory audit requirements, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about City of Hattiesburg, Mississippi's ability to continue as a going concern for a reasonable period of time.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements or noncompliance may not be detected exists, even though the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards* of the Comptroller General of the United States of America *and*, if applicable, in accordance with any state or regulatory audit requirements. Please note that the determination of abuse is subjective and *Government Auditing Standards* does not require auditors to detect abuse.

Our responsibility as auditors is limited to the period covered by our audit and does not extend to any other periods.

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We will issue a written report upon completion of our audit of City of Hattiesburg, Mississippi's basic financial statements. Our report will be addressed to the City Council. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add an emphasis-of-matter or other-matter paragraph(s) to our auditor's report, or if necessary, withdraw from the engagement. If our opinions on the basic financial statements are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement.

In accordance with the requirements of *Government Auditing Standards*, we will also issue a written report describing the scope of our testing over internal control over financial reporting and over compliance with laws, regulations, and provisions of grants and contracts, including the results of that testing. However, providing an opinion on internal control and compliance over financial reporting will not be an objective of the audit and, therefore, no such opinion will be expressed.

We also will issue a written report on compliance with state laws and regulations upon completion of our audit.

Audit of Major Program Compliance

Our audit of City of Hattiesburg, Mississippi's major federal award program(s) compliance will be conducted in accordance with the requirements of the Single Audit Act, as amended; and the Uniform Guidance, and will include tests of accounting records, a determination of major programs in accordance with the Uniform Guidance and other procedures we consider necessary to enable us to express such an opinion on major federal award program compliance and to render the required reports. We cannot provide assurance that an unmodified opinion on compliance will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or withdraw from the engagement.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether material noncompliance with applicable laws and regulations, the provisions of contracts and grant agreements applicable to major federal award programs, and the applicable compliance requirements occurred, whether due to fraud or error, and express an opinion on the entity's compliance based on the audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the entity's compliance with the requirements of the federal programs as a whole.

As part of a compliance audit in accordance with GAAS, *Government Auditing Standards* and, if applicable, in accordance with any state or regulatory audit requirements, we exercise professional judgment and maintain professional skepticism throughout the audit. We also identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks.

Our procedures will consist of determining major federal programs and, performing the applicable procedures described in the U.S. Office of Management and Budget *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the entity's major programs, and performing such other procedures as we consider necessary in the circumstances. The purpose of those procedures will be to

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express an opinion on the entity's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Also, as required by the Uniform Guidance, we will obtain an understanding of the entity's internal control over compliance relevant to the audit in order to design and perform tests of controls to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each of the entity's major federal award programs. Our tests will be less in scope than would be necessary to render an opinion on these controls and, accordingly, no opinion will be expressed in our report. However, we will communicate to you, regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we have identified during the audit.

We will issue a report on compliance that will include an opinion or disclaimer of opinion regarding the entity's major federal award programs, and a report on internal controls over compliance that will report any significant deficiencies and material weaknesses identified; however, such report will not express an opinion on internal control.

Management's Responsibilities

Our audit will be conducted on the basis that management acknowledge and understand that they have responsibility:

1. For the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America;
2. For the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error;
3. For identifying, in its accounts, all federal awards received and expended during the period and the federal programs under which they were received;
4. For maintaining records that adequately identify the source and application of funds for federally funded activities;
5. For preparing the schedule of expenditures of federal awards (including notes and noncash assistance received) in accordance with the Uniform Guidance;
6. For designing, implementing, and maintaining effective internal control over federal awards that provides reasonable assurance that the entity is managing federal awards in compliance with federal statutes, regulations, and the terms and conditions of the federal awards;
7. For identifying and ensuring that the entity complies with federal laws, statutes, regulations, rules, provisions of contracts or grant agreements, and the terms and conditions of federal award programs, and implementing systems designed to achieve compliance with applicable federal statutes, regulations, and the terms and conditions of federal award programs;
8. For disclosing accurately, currently, and completely the financial results of each federal award in accordance with the requirements of the award;
9. For identifying and providing report copies of previous audits, attestation engagements, or other studies that directly relate to the objectives of the audit, including whether related recommendations have been implemented;
10. For taking prompt action when instances of noncompliance are identified;
11. For addressing the findings and recommendations of auditors, for establishing and maintaining a process to track the status of such findings and recommendations and taking corrective action on reported audit findings from prior periods and preparing a summary schedule of prior audit findings;
12. For following up and taking corrective action on current year audit findings and preparing a corrective action plan for such findings;
13. For submitting the reporting package and data collection form to the appropriate parties;

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14. For making the auditor aware of any significant contractor relationships where the contractor is responsible for program compliance;
15. To provide us with:
 - a. Access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements including the disclosures, and relevant to federal award programs, such as records, documentation, and other matters;
 - b. Additional information that we may request from management for the purpose of the audit;
 - c. Unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence;
 - d. A written acknowledgement of all the documents that management expects to issue that will be included in the annual report and the planned timing and method of issuance of that annual report; and
 - e. A final version of the annual report (including all the documents that, together, comprise the annual report) in a timely manner prior to the date of the auditor's report.
16. For adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the current year period(s) under audit are immaterial, both individually and in the aggregate, to the financial statements as a whole;
17. For acceptance of nonattest services, including identifying the proper party to oversee nonattest work;
18. For maintaining adequate records, selecting and applying accounting principles, and safeguarding assets;
19. For informing us of any known or suspected fraud affecting the entity involving management, employees with significant role in internal control and others where fraud could have a material effect on compliance;
20. For the accuracy and completeness of all information provided;
21. For taking reasonable measures to safeguard protected personally identifiable and other sensitive information; and
22. For confirming your understanding of your responsibilities as defined in this letter to us in your management representation letter.

With regard to the schedule of expenditures of federal awards referred to above, you acknowledge and understand your responsibility (a) for the preparation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance, (b) to provide us with the appropriate written representations regarding the schedule of expenditures of federal awards, (c) to include our report on the schedule of expenditures of federal awards in any document that contains the schedule of expenditures of federal awards and that indicates that we have reported on such schedule, and (d) to present the schedule of expenditures of federal awards with the audited financial statements, or if the schedule will not be presented with the audited financial statements, to make the audited financial statements readily available to the intended users of the schedule of expenditures of federal awards no later than the date of issuance by you of the schedule and our report thereon.

As part of our audit process, we will request from management, written confirmation concerning representations made to us in connection with the audit.

We understand that your employees will prepare all confirmations we request and will locate any documents or invoices selected by us for testing.

If you intend to publish or otherwise reproduce the financial statements and make reference to our firm, you agree to provide us with printers' proofs or masters for our review and approval before printing. You also agree to provide us with a copy of the final reproduced material for our approval before it is distributed.

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Nonattest Services

With respect to any nonattest services we perform, as detailed below, we will not assume management responsibilities on behalf of the City of Hattiesburg, Mississippi. However, we will provide advice and recommendations to assist management of the City of Hattiesburg, Mississippi in performing its responsibilities.

- Assist in preparing the financial statements of the City of Hattiesburg, Mississippi in conformity with U.S. GAAP based on information provided by you.
- Assist in the conversion of cash to accrual basis and the recording of GASB conversion entries by making journal entries prepared by management or by making corrective journal entries with management's consent to facilitate financial statement preparation.

City of Hattiesburg, Mississippi's management is responsible for (a) making all management decisions and performing all management functions; (b) assigning a competent individual to oversee the services; (c) evaluating the adequacy of the services performed; (d) evaluating and accepting responsibility for the results of the services performed; and (e) establishing and maintaining internal controls, including monitoring ongoing activities.

Our responsibilities and limitations of the nonattest services are as follows:

- We will perform the services in accordance with applicable professional standards.
- The nonattest services are limited to the financial statement preparation services and journal entries previously outlined. Our firm, in its sole professional judgment, reserves the right to refuse to do any procedure or take any action that could be construed as making management decisions or assuming management responsibilities, including determining account coding and approving journal entries.

Other

We expect to begin our audit on approximately September 19, 2022 and to issue our reports no later than May 31, 2023.

Paige M. Johnson, CPA is the engagement partner for the audit services specified in this letter. Her responsibilities include supervising TMH's services performed as part of this engagement and signing or authorizing another qualified firm representative to sign the audit report.

Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such word processing, postage, travel, copies, telephone, etc.) except that we agree that our gross fee, including expenses, will not exceed One Hundred Ninety Thousand Dollars and No Cents (\$190,000.00), plus report reproduction costs for all reports. We understand that during fiscal year 2021, the City of Hattiesburg, Mississippi purchased a new accounting software system. Since implementation of various components of the system took place at different times during fiscal years 2021 and 2022, there will potentially be two sets of data for some audit areas. Additionally, we understand that GASB Statement No. 87, *Leases* is being implemented for fiscal year 2022 which will require a significant number of contracts, agreements, and other documents be evaluated under the new standard in addition to extensive calculations and entries to the City of Hattiesburg, Mississippi's books to comply with the new reporting requirement. If significant additional time is necessary to accommodate the software change, implementation of GASB 87 or other unexpected circumstances, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs. Our standard hourly rate varies according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each week as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 30 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon

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written notification of termination, even if we have not completed our report(s). You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit.

During the course of the engagement, we may communicate with you or your personnel via fax or e-mail, and you should be aware that communication in those mediums contains a risk of misdirected or intercepted communications.

Regarding the electronic dissemination of audited financial statements, including financial statements published electronically on your Internet website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

Professional standards prohibit us from being the sole host and/or the sole storage for your financial and non-financial data. As such, it is your responsibility to maintain your original data and records and we cannot be responsible to maintain such original information. By signing this engagement letter, you affirm that you have all the data and records required to make your books and records complete.

The audit documentation for this engagement is the property of TMH and constitutes confidential information. However, we may be requested to make certain audit documentation available to the Mississippi Office of the State Auditor, federal agencies, regulators, and the U.S. Government Accountability Office pursuant to authority given to it by law or regulation, or to peer reviewers. If requested, access to such audit documentation will be provided under the supervision of TMH's personnel. Furthermore, upon request, we may provide copies of selected audit documentation to these agencies and regulators. The regulators and agencies may intend, or decide, to distribute the copies of information contained therein to others, including other governmental agencies. We agree to retain our audit documentation or work papers for a period of at least five years from the date of our report.

Further, we will be available during the year to consult with you on financial management and accounting matters of a routine nature.

During the course of the audit, we may observe opportunities for economy in, or improved controls over, your operations. We will bring such matters to the attention of the appropriate level of management, either orally or in writing.

We agree to retain our audit documentation or work papers for a period of at least five years from the date of our report.

You agree to inform us of facts that may affect the financial statements of which you may become aware during the period from the date of the auditor's report to the date the financial statements are issued.

At the conclusion of our audit engagement, we will communicate to the Honorable Mayor and Members of the City Council the following significant findings from the audit:

- Our view about the qualitative aspects of the entity's significant accounting practices;
- Significant difficulties, if any, encountered during the audit;
- Uncorrected misstatements, other than those we believe are trivial, if any;
- Disagreements with management, if any;
- Other findings or issues, if any, arising from the audit that are, in our professional judgment, significant and relevant to those charged with governance regarding their oversight of the financial reporting process;

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- Material, corrected misstatements that were brought to the attention of management as a result of our audit procedures;
- Representations we requested from management;
- Management's consultations with other accountants, if any; and
- Significant issues, if any, arising from the audit that were discussed, or the subject of correspondence, with management.

In accordance with the requirements of *Government Auditing Standards*, we have attached a copy of our latest external peer review report of our firm for your consideration and files.

Please sign and return the attached copy of this letter to indicate your acknowledgment of, and agreement with, the arrangements for our audit of the financial statements compliance over major federal award programs including our respective responsibilities.

We appreciate the opportunity to be your financial statement auditors and look forward to working with you and your staff.

Respectfully,

TMH



Paige M. Johnson, CPA

RESPONSE:

This letter correctly sets forth our understanding.

City of Hattiesburg, Mississippi

Acknowledged and agreed on behalf of City of Hattiesburg, Mississippi by:

Officer Signature

Date



Report on the Firm's System of Quality Control

May 15, 2019

To the Partners of Topp McWhorter Harvey, PLLC
and the Peer Review Committee of the Mississippi Society of CPAs

We have reviewed the system of quality control for the accounting and auditing practice of TMH (the firm) in effect for the year ended December 31, 2018. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards). A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including a compliance audit under the Single Audit Act and audits of employee benefit plans.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of TMH in effect for the year ended December 31, 2018, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. TMH has received a peer review rating of *pass*.

A handwritten signature in black ink that reads "Eide Bailly LLP".

Eide Bailly LLP

What inspires you, inspires us. | eidebailly.com



Memorandum

To: Mayor Toby Barker and Members of City Council

From: Lamar Rutland

cc:

Date: Tuesday, September 20, 2022

Re: Approve Letter Agreement with Neel-Schaffer, Inc. for engineering services related to the renovation of two soccer fields and associated common areas, field lighting and fencing at Tatum Park and authorize the Mayor to execute in duplicate.
File Number: 2022-683
Minute Book #

Summary

Approve Letter Agreement with Neel-Schaffer, Inc. for engineering services related to the renovation of two soccer fields and associated common areas, field lighting and fencing at Tatum Park.

Recommendation Statement

I recommend approval of this item.

Please place this on the September 20, 2022 City Council meeting for consideration.

September 8, 2022

Honorable Toby Barker
Mayor
City of Hattiesburg
P.O. Box 1898
Hattiesburg, MS 39403-1898

RE: TATUM PARK FIELDS 16, 18, AND COMMON AREA

Dear Mayor Barker:

Neel-Schaffer, Inc. is pleased to offer this Letter Agreement to the City of Hattiesburg for professional services for a renovation of two (2) soccer fields and associated common areas, field lighting, and fencing at Tatum Park.

Our services will include Design Phase and Construction Administration Phase services in accordance with Exhibit A – Scope of Work.

We propose to provide these services for a fixed fee of \$225,000.00 (10% of Budgeted Funds - \$135,000 for Design Phase & \$90,000.00 for Construction Administration Phase) in accordance with the Exhibit A – Scope of Work, Exhibit B – Project Concept, and Exhibit C – General Terms and Conditions, which are attached hereto and made part of this Letter Agreement. We will bill you monthly based on percentage of work completed.

If desired by the City of Hattiesburg, this Letter Agreement will allow Neel-Schaffer, Inc. to provide additional services in accordance with Exhibit C – General Terms and Conditions, and at the hourly rates or fixed fee based upon your acceptance. Prior to proceeding with requested additional services, we will write a letter to you referencing this Letter Agreement and defining the scope of services and the estimated fee. Upon your acceptance, we will proceed with the requested additional services.

Please indicate your acceptance of this Letter Agreement by executing both documents and returning one to our office. Thank you for the opportunity to be of service to you.

Sincerely,

Neel-Schaffer, Inc.



Russ Bryan, ASLA
Landscape Architect | Vice-President

ACCEPTED:

BY: _____ DATE: _____

Attachments

Exhibit A – Scope of Work

I - Items included in our Scope of Work per Exhibit B Project Concept:

1. Topographic Survey
2. Geotechnical Investigation
3. Facilitate Preliminary Plan Review
4. Create Final Plans, Specifications & Bid Documents for up to 3 Bid Packets – Fields, Lighting & Fencing
5. Facilitate Final Plan Review
6. Develop Project Advertisement
7. Address Bidder Questions & Issue Addenda as needed
8. Facilitate Bid Opening
9. Issue Certified Bid Tabulation & Bid Letter
10. Issue Notice of Award Letter to Contractor
11. Assist with Construction Contract Execution between Contractor & City

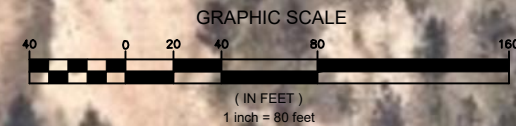
II - Items included in our Scope of Work – Construction Administration (CA) Phase:

1. Issue Notice to Proceed to Contractor
2. Facilitate Pre-Construction Meeting with Contractor & City
3. Review & Approve Submittals
4. Provide Resident Project Representation
5. Address Contractor Questions and Plan/Specification Clarifications
6. Review & Certify Contractor Pay Applications
7. Assist with Project Closeout

III- Items NOT included in our Scope of Work:

1. Boundary Survey
2. Property Acquisition Services
3. Wetlands Delineation / Mitigation
4. Cultural Resources Survey
5. Environmental Site Assessments
6. Full Drainage Study
7. Re-Bidding of Project
8. H & H Study or No-Rise Report

NEEL-SCHAFER
Solutions you can build upon



FIELD STRIPING LEGEND

- 12" CPP SOLID WALL PIPE
- 12" CPP PERFORATED PIPE
- 10" CPP PERFORATED PIPE
- 4" CPP PERFORATED PIPE
- SIDELINE INLETS (21)

- SOCCER (240' X 360')
----- FOOTBALL (160' X 360')
----- LACROSSE (180' X 330')

8/24/2022

EXHIBIT C
GENERAL TERMS AND CONDITIONS
PROFESSIONAL SERVICES

1. **Relationship between Consultant and Client.** Neel Schaffer, Inc. ("Consultant") shall serve as the Client's professional consultant in those phases of the Project to which this Agreement applies. The relationship is that of a buyer and seller of professional services and it is understood that the parties have not entered into any joint venture or partnership with the other. Consultant shall not be considered to be the agent or fiduciary of the Client.

contractor's failure to furnish and perform its work in accordance with the plans and specifications.

In the event Consultant's scope of services does not include the observation and monitoring of work performed by Client's separate contractors, the Client assumes all responsibility for construction observation, and Client waives any claims against Consultant arising therefrom.
2. **Responsibility of Consultant.** Consultant will perform services under this Agreement in a manner consistent with that standard of care and skill ordinarily exercised by members of the profession currently practicing in the same locality under similar conditions (the "Standard of Care"). No other representation, warranty or guarantee, express or implied, is included or intended in this Agreement or in any report, opinion, document, or otherwise.
3. **Responsibility of the Client.** Client shall provide all information and criteria as to its requirements for the Project, including budgetary limitations. Client shall arrange for Consultant to enter upon public and private property and obtain all necessary approvals required from all governmental authorities having jurisdiction over the Project. Client shall give prompt written notice to Consultant whenever Client observes or otherwise becomes aware of any development that affects the scope or timing of Consultant's services.

The Client shall promptly report to the Consultant any defects or suspected defects in the Consultant's services of which the Client becomes aware, so that Consultant may take measures to minimize the consequences of such a defect. Should legal liability for the defects exist, failure by the Client to notify the Consultant shall relieve the Consultant of any liability for costs of remedying the defects above the sum such remedy would have cost had prompt notification been given when such defects were first discovered.
4. **Construction Phase Services.** If Consultant's scope of services includes the observation and monitoring of work performed by Client's separate contractors, Consultant shall provide personnel to observe and monitor the work in accordance with the Standard of Care in order to ascertain that it is being performed, in general, in accordance with the plans and specifications. Consultant shall not supervise, direct, or have control over the contractor's work. Consultant shall not have authority over or responsibility for construction means, methods, techniques, sequences or procedures or for safety precautions and programs in connection with the work of the contractor. Consultant does not guarantee the performance of the construction contract by the contractor and does not assume responsibility for the
5. **Designation of Authorized Representatives.** Each party shall designate one or more persons to act with authority on its behalf with respect to appropriate aspects of the Project. The persons designated shall review and respond promptly to all communications received from the party.
6. **Ownership of Documents.** All reports, notes, drawings, specifications, data, calculations, and other documents, including those in electronic form prepared by Consultant are instruments of Consultant's service that shall remain Consultant's property. The Client agrees not to use Consultant generated documents for projects other than the project for which the documents were prepared by Consultant, or for future modifications to the Project, without Consultant's express written permission. Any reuse or distribution to third parties without such express written permission or project-specific adaptation by Consultant will be at the Client's sole risk and without liability to Consultant or its employees, subsidiaries, and subconsultants.
7. **Opinion of Costs.** When required as a part of its scope of services, Consultant will furnish opinions or estimates of construction cost on the basis of Consultant's experience and qualifications, but Consultant does not guarantee the accuracy of such estimates. The parties recognize that Consultant has no control over the cost of labor, material, equipment, or services furnished by others or over market conditions or contractors' methods of determining prices.
8. **Changes or Delays.** In the event new developments or circumstances beyond the control of Consultant require a change in the scope of services or schedule, Consultant shall be entitled to an equitable adjustment to the fee and/or schedule. Such events include, but are not limited to, unreasonable delays caused by Client's failure to provide specified direction or information, delays caused by Client's other contractors or consultants, or if Consultant's failure to perform is due to any act of God, labor shortage, fire, inclement weather, act of governmental authority, failure of transportation, accident, power failure, or interruption or any other cause beyond the reasonable control of Consultant.

EXHIBIT C
GENERAL TERMS AND CONDITIONS
PROFESSIONAL SERVICES

9. **Suspension of Services.** Client may, at any time, by written notice, suspend further services by Consultant. Upon receipt of such notice, Consultant shall take all reasonable steps to mitigate costs allocable to the suspended services. Client, however, shall pay all reasonable and necessary costs associated with such suspension including the cost of assembling documents, personnel and equipment, rescheduling or reassignment costs necessary to maintain continuity and the staff required to resume the services upon expiration of the suspension. Consultant will not be obligated to provide the same personnel in the event the period of any suspension exceeds 30 days.
10. **Termination.** This Agreement may be terminated by either party upon 30 days' written to the other party. Upon such termination, Client shall pay Consultant for all services performed up to the date of termination. If Client is the terminating party, Client shall pay Consultant all reasonable cost and expenses incurred by Consultant in effecting the termination, including but not limited to non-cancellable commitments and demobilization costs, if any.
11. **Indemnification.** Consultant shall indemnify and hold harmless Client from and against those damages and costs (including reasonable attorneys' fees) that Client incurs as a result of third party claims for personal injury or property damage to the extent caused by the negligent acts, errors or omissions of Consultant.
- To the fullest extent permitted by law, Client shall indemnify and hold harmless Consultant from and against those damages and costs (including reasonable attorneys' fees) that Consultant incurs as a result of third party claims for personal injury or property damage to the extent caused by the negligent acts, errors or omissions of Client.
12. **Legal Proceedings.** In the event Consultant or its employees are required by Client to provide testimony, answer interrogatories, produce documents or otherwise provide information in relation to any litigation, arbitration, proceeding or other inquiry arising out of Consultant's services, where Consultant is not a party to such proceeding, Client will compensate Consultant for its services and reimburse Consultant for all related direct costs incurred in connection with providing such testimony or information. This provision shall not apply in the event Client engages Consultant to provide expert testimony or litigation support, which services shall be the subject of a separate agreement or an amendment to this Agreement.
13. **Successors and Assigns.** The terms of this Agreement shall be binding upon and inure to the benefit of the parties and their respective successors and assigns;
- provided however, that neither party shall assign this Agreement in whole or in part without the prior written consent of the other party.
14. **Insurance.** Consultant agrees to maintain the following insurance coverage with the following limits of insurance during the performance of Consultant's work hereunder:
- (a) Commercial General Liability insurance with standard ISO coverage and available limits of \$1,000,000 per occurrence and \$2,000,000 general aggregate;
 - (b) Automobile Liability insurance with standard ISO coverage and available combined single limits of \$1,000,000 per accident;
 - (c) Worker's Compensation insurance with limits as required by statute and Employer's Liability insurance with limits of \$1,000,000 per employee for bodily injury by accident/\$1,000,000 per employee for bodily injury by disease/\$1,000,000 policy limit for disease; and
 - (d) Professional Liability insurance covering Consultant's negligent acts, errors, or omissions in the performance of professional services with available limits of \$1,000,000 per claim and annual aggregate.
- Consultant shall provide evidence of procuring the above insurance coverages by delivering a certificate of insurance to Client prior to the start of Consultant's work and annually upon renewal of coverage. Consultant shall cause Client to be named as an additional insured on Consultant's commercial general liability policy, which shall be primary and noncontributory.
15. **Information Provided by the Client.** Consultant shall be entitled to rely upon, without liability, the accuracy and completeness of any and all information provided by Client, without the obligation of independent verification.
16. **Consequential Damages.** Neither Client nor Consultant shall be liable to the other or shall make any claim for any special, incidental, indirect or consequential damages arising out of, or connected in any way to the Project or this Agreement. This mutual waiver includes, but is not limited to, damages related to loss of use, loss of profits, loss of income, loss of reputation, loss of business or diminution of property value and shall apply regardless of legal theory such damages are alleged including negligence, strict liability, breach of contract and breach of warranty.
17. **Payment.** Unless agreed to otherwise, Consultant shall submit monthly invoices to the Client. Payment in full

EXHIBIT C
GENERAL TERMS AND CONDITIONS
PROFESSIONAL SERVICES

shall be due upon receipt of the invoice. Payment of any invoices by the Client shall be taken to mean that the Client is satisfied with the Consultant's services to the date of the payment and is not aware of any deficiencies in those services. If payments are delinquent after 30 days from invoice date, the Client agrees to pay interest on the unpaid balance at the rate of one percent (1%) per month. If the Client fails to make payments; then Consultant, after giving seven (7) days written notice to the Client, may suspend services until the Client has paid in full all amounts due for services, expenses, and other related charges without recourse to the Client for loss or damage caused by such suspension. The Client waives any and all claims against the Consultant for any such suspension. Payment for Consultant's services is not contingent on any factor, except the Consultant's ability to provide services in a manner consistent with that Standard of Care. Payment of invoices shall not be subject to any discounts, set-offs or back-charges unless agreed to in writing by both parties. If the Client contests an invoice, the Client may withhold only that portion so contested and shall pay the undisputed portion, after the Client has notified Consultant in writing within 30 days of receiving the invoice and shall identify the specific cause of the disagreement and the amount in dispute.

18. **Force Majeure.** Neither Client nor Consultant shall be liable for any fault or delay caused by any contingency beyond their control, including but not limited to, acts of God, wars, strikes, walkouts, fires, natural calamities, or demands or requirements of governmental agencies.
19. **Compliance with Laws.** To the extent they apply to its employees or its services, Consultant shall exercise due professional care to comply with all applicable laws, including ordinances of any political subdivisions or governing agencies.
20. **Invalid Terms.** If any provisions of this Agreement are held to be invalid or unenforceable, the remaining provisions shall be valid and binding as if the unenforceable provisions were never included in the Agreement.
21. **Governing Law.** This Agreement shall be governed by and construed in accordance with the laws of the state where the services are performed.
22. **Dispute Resolution.** All disputes, controversies or claims, of whatever kind or character, between the Parties, their agents and/or principals, arising out of or in connection with the subject matter of this Agreement shall be litigated in a court of competent jurisdiction.
23. **Additional Services.** Consultant shall be entitled to an equitable adjustment of its fee for services resulting from significant changes in the general scope, extent or

character of the Project or its design including, but not limited to, changes in size, complexity, Client's schedule, construction schedule, character of construction or method of financing; and revising previously accepted studies, reports, design documents or other documents when such revisions are required by changes in laws, rules, regulations, ordinances, codes or orders enacted subsequent to the preparation of such studies, reports or documents, or are due to any other causes beyond Consultant's control.

24. **Amendment.** This Agreement may only be amended in writing and where such amendment is executed by a duly authorized representatives of each party.
25. **Entire Understanding of Agreement.** This Agreement represents and incorporates the entire understanding of the parties hereto, and each party acknowledges that there are no warranties, representations, covenants or understandings of any kind, matter or description whatsoever, made by either party to the other except as expressly set forth herein. Client and Consultant hereby agree that any purchase orders, invoices, confirmations, acknowledgments or other similar documents executed or delivered with respect to the subject matter hereof that conflict with the terms of this Agreement shall be null, void and without effect to the extent they conflict with the terms of this Agreement.
26. **Survival of Provisions.** The provisions of this Agreement shall continue to be binding upon the parties hereto notwithstanding termination of this Agreement for any reason.
27. **Nonwaiver.** No waiver by a party of any provision of this Agreement shall be deemed to have been made unless in writing and signed by such party.
28. **Identity of Project Owner.** Within ten (10) days of the entry of this Agreement, Client, if Client is not the Project Owner, shall provide to Consultant the Project Owner's full legal name; Project Owner's physical address; Project Owner's mailing address; and the name, physical address and mailing address of the Client's point of contact with the Owner for the Project.
29. **Conflicting Terms.** In the event that there are multiple agreements with varying or conflicting terms and conditions between Client and Consultant, the terms and conditions contained in this Agreement shall supersede and have precedence over any other conflicting terms and conditions contained in any other written or oral agreement.
30. **Course of Dealing.** Client and Consultant agree that these General Terms and Conditions establish a course of dealing between them and shall apply to this and all

EXHIBIT C
GENERAL TERMS AND CONDITIONS
PROFESSIONAL SERVICES

other services, projects, agreements or dealings between the them, unless Client or Consultant gives the other written notice of objection to any term or condition before commencement of performance in connection with any other provision of services or projects involving the two of them.

31. **PROFESSIONAL SERVICES IN FLORIDA.** IN THE EVENT ANY PROFESSIONAL SERVICES ARE PROVIDED WITHIN THE STATE OF FLORIDA, IT IS EXPRESSLY AGREED BY THE PARTIES THAT AN INDIVIDUAL DESIGN PROFESSIONAL WHO IS AN AGENT OR EMPLOYEE OF CONSULTANT MAY NOT BE HELD PERSONALLY OR INDIVIDUALLY LIABLE FOR ANY DAMAGES RESULTING FROM NEGLIGENCE ARISING OUT OF CONSULTANT'S PERFORMANCE OF THIS AGREEMENT, AS PROVIDED IN FLORIDA STATUTES SECTION 558.0035, AS AMENDED.

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Memorandum

To: Mayor Toby Barker and Members of City Council

From: Lamar Rutland

cc:

Date: Tuesday, September 20, 2022

Re: Approve contract with Clearpoint Consulting Engineers, P.A. to provide engineering services related to the Midtown Green Drainage Improvements project and authorize the Mayor to execute in duplicate.
File Number: 2022-693
Minute Book #

Summary

Approve contract with Clearpoint Consulting Engineers, P.A. to provide engineering services related to the Midtown Green Drainage Improvements project and authorize the Mayor to execute in duplicate.

Recommendation Statement

I recommend approval of this item.

Please place this on the September 20, 2022 City Council meeting for consideration.

**ENGINEERING SERVICES CONTRACT
CITY OF HATTIESBURG, MS
MIDTOWN GREEN DRAINAGE IMPROVEMENTS
HATTIESBURG, MISSISSIPPI**

THIS CONTRACT entered into by and between HATTIESBURG, MISSISSIPPI hereinafter designated as the OWNER, and CLEARPOINT ENGINEERS, P.A., Hattiesburg, Mississippi, hereinafter designated as the ENGINEER.

**WHEREAS: The OWNER contemplates a project known as CITY OF HATTIESBURG;
MIDTOWN GREEN DRAINAGE IMPROVEMENTS**

**WHEREAS: Certain engineering services are required in the investigation, planning, and
execution of the said improvements, and**

**WHEREAS: The OWNER does hereby employ the ENGINEER to finish the aforesaid engineering
services,**

NOW THEREFORE, the parties hereto do mutually agree as follows:

**ARTICLE I
ENGINEER'S SERVICES**

**The ENGINEER AGREES, in consideration of payments to be made by the OWNER, as hereinafter set out,
to furnish certain engineering services as follows:**

ITEM ONE: PLANNING & DESIGN PHASE

**Upon authorization in writing by the OWNER to proceed, the ENGINEER shall
prepare design drawings, specifications, and contract documents for the purpose of
awarding one contract for the finishing of all materials, and any contracts for labor
and equipment not available through OWNER's work force and equipment
inventory.**

**The ENGINEER shall prepare and furnish to the OWNER cost estimates of all work
included in the completed drawings, specifications, and contract documents.**

**The ENGINEER shall obtain the approval of such agencies and legally constituted
authorities as under the laws of the State of Mississippi have jurisdiction over the
review of the drawings and specifications for the proposed project, and shall also obtain
the approval of such Federal agencies as have jurisdiction over the review of drawings,
specifications, and contract documents of the proposed project.**

**It is the intent of the ENGINEER that he shall furnish as part of his basic services,
any reasonable quantity of plans, specifications, bid sheets, cost estimates, design
analyses, and other contract documents as may be required.**

ITEM TWO:**CONSTRUCTION PHASE**

The ENGINEER shall have a responsible representative present at all lettings of contracts for the proposed work and shall advise and assist the OWNER in the making of awards of contracts to successful bidders. The ENGINEER shall act in a general advisory and consulting capacity to the OWNER throughout the construction period and shall:

Make periodic visits to the site of the work to observe the progress and quality of the executed work and to determine in general if the work is proceeding in accordance with the Contract Documents.

Make or assist the OWNER in making all reports required by any State or Federal Agency relating to the project.

Be available to the Contractor and the OWNER for interpretation of drawings, specifications, and contract documents and prepare construction change orders as they are required for the proper execution of the work.

Review shop drawings, diagrams, illustrations, catalog data, samples, the results of tests and inspections, and other compliance with the information given in the contract documents.

Based on his review of the Contractor's applications for payment and supporting data, determine the amounts owing to the Contractor and approve in writing payment to the Contractor in such amounts.

Conduct, in company with the OWNER, a final inspection of the Project for compliance with the information given in the contract documents, and approve in writing final payment to the Contractor.

Upon the completion of all construction awarded in accordance with the terms of this Contract, the ENGINEER shall furnish to the OWNER a set of record drawings covering the work actually installed.

The ENGINEER shall not be responsible for the methods and means employed by the Contractor in the performance of the construction work. Further, the ENGINEER shall not be responsible for the safety of the workmen and others who might be injured during the course of construction work by the Contractor, or for property which may be damaged; his obligation under this section of the Contract being limited to the making of periodic observations and reports to the OWNER concerning the compliance of the completed construction work with the contract documents.

ITEM THREE: ADDITIONAL SERVICES

When authorized in writing by the OWNER, the ENGINEER shall furnish or obtain from others additional services not otherwise specifically provided for in ITEM ONE, TWO or THREE of SERVICES. These services shall include but not be limited to the following:

Prepare changes in design or perform other services resulting from substantial changes being made in the general scope of the project.

Prepare revisions of studies, reports, design documents, drawings, or specifications which have been previously approved by the OWNER-

Provide special analyses or studies of the environmental effects of the project, or other OWNER needs such as the preparation of operating and maintenance manuals, special operating drawings, charts, or other pertinent data.

Provide additional or extended services during construction caused by fire, storm, work stoppages, or other prolongation of the contract time, acceleration of work schedule beyond the ENGINEER's established office working hours, or the Contractor's default due to delinquency or insolvency.

Prepare for and give testimony as an expert witness or make any other appearance on behalf of the OWNER before governmental, quasi-governmental, or civic bodies in connection with proceedings involving the project.

**ARTICLE 2
PAYMENTS**

IN PAYMENT for the services hereinbefore described under ARTICLE 1, ENGINEER'S SERVICES, the OWNER agrees to pay and does allow the ENGINEER the following amounts:

ITEM ONE: PLANNING & DESIGN PHASE

For services performed pursuant to ITEM ONE, PLANNING & DESIGN PHASE, the lump sum amount of \$7,500.

The above stated lump sum fee is based upon a project of the scope and magnitude hereinbefore described. In the event that the scope of the project is revised, the ENGINEER will recalculate the lump sum fee to be paid and will submit the revised fee in the form of a Contract Amendment for approval by the OWNER.

The fee for ITEM ONE of SERVICES shall be due and payable from time to time as the work is accomplished.

ITEM TWO: CONSTRUCTION PHASE

For services performed pursuant to ITEM TWO, CONSTRUCTION PHASE, the lump sum fee of \$13,000.

Payment for Construction Phase shall be due and payable from time to time as payments are made to the construction Contractor, with such payments being proportioned to the payments made to the Contractor, and with final payment being due and payable when the project is completed and accepted.

ITEM THREE: ADDITIONAL SERVICES

The method of reimbursement and payment for services rendered in compliance with ITEM THREE of SERVICES shall be agreed upon in writing by the OWNER and the ENGINEER at the time of authorization for said work.

**ARTICLE 3
GENERAL CONSIDERATIONS**

The ENGINEER's estimate of the construction cost is the opinion of the ENGINEER of the probable construction cost on the date of the estimate and is supplied as a guide only. Since the ENGINEER has no control over the cost of labor and materials or over competitive bidding and market conditions, the ENGINEER does not guarantee the accuracy of such opinion as compared to Contractor bids or actual cost to the OWNER.

The ENGINEER will prepare the drawings and specifications in accordance with generally accepted engineering practices and makes no warranty, either expressed or implied, as part of this Agreement.

The ENGINEER does not guarantee the performance or safety of materials and equipment provided by any construction Contractors, which materials and equipment may include but not necessarily be limited to pipe, valves, fittings, traps, conduit, wiring, steel, wire, nails, lumber, cement, aggregate, bricks, files, pumps, motors, compressors, electrical apparatus of all types, all metal pressure and storage vessels furnished and erected in place as required to provide a complete, functional unit and all other materials and equipment as are required to provide a complete, safe, and functional facility.

This Agreement may be terminated by either party upon seven days' written notice should the other party fail substantially to perform in accordance with its terms through no fault of the other. In the event this Agreement should be terminated by the OWNER, the ENGINEER shall be paid his compensation for services performed prior to receipt of written notice of such termination. In all cases where termination has resulted due to one party failing substantially to perform in accordance with the terms of this Agreement, such party will remain liable to the other for all damages incurred as a result of breach of this Agreement.

This Agreement may be terminated by either party upon seven days' written notice should either party be unable to substantially perform in accordance with its terms due to circumstances beyond the control of the parties. In event of such termination, neither party will remain liable to the other for damages incurred as a result of such termination.

Plans and specifications shall be the property of the OWNER, whether the project for which they are made is executed or not. The OWNER shall be permitted to retain copies, including reproducible copies of plans and

specifications for information and reference in connection with the OWNER's use and occupancy. The plans and specifications may be used by the OWNER on other projects, for additions to this project, or for completion of this project by others upon payment by the OWNER of appropriate compensation to the ENGINEER for ITEM ONE services as provided in ARTICLE 2.

If the project is suspended for more than six months or abandoned in whole or in part the ENGINEER shall be paid his compensation for services performed prior to receipt of written notice from the OWNER of such suspension or abandonment, together with reimbursable expenses then due, as described in ARTICLE 2, PAYMENTS.

The ENGINEER shall keep and maintain books, records, and other documents relating directly to the receipt and disbursement of grant funds; and any duly authorized representative of the OWNER shall, at all reasonable times, have access to and the right to inspect, copy, audit, and examine all such books, records, and other documents of the ENGINEER until the completion of all close-out procedures respecting this grant and the final settlement and conclusion of all issues arising out of this grant.

ARTICLE 4 EQUAL EMPLOYMENT OPPORTUNITY

During the performance of this contract the ENGINEER agrees as follows:

The ENGINEER will not discriminate against any employee or applicant for employment because of race, creed, color, or national origin. The ENGINEER will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, creed, color, or national origin. Such action shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The ENGINEER agrees to post in conspicuous places, available to employees and applicants for employment notices to be provided setting forth the provisions of this non-discrimination clause.

The ENGINEER will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to race, creed, color, or national origin.

The ENGINEER will comply with all provisions of Executive Order No. 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.

The ENGINEER will furnish all information and reports required by Executive Order No. 11246 of September 24, 1965, and by the rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts for purposes of investigation to ascertain compliance with such rules, regulations, and orders.

In the event of the ENGINEER's noncompliance with the non-discrimination clauses of this contract or with any such rules, regulations, or orders, this contract may be canceled, terminated, or suspended in whole or in part and the ENGINEER may be declared ineligible for further Government contracts or Federally assisted construction contracts, in accordance with procedures

authorized in Executive Order No. II 246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order No. II 246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.

IN WITNESS WHEREOF, we have hereunto set our hands and seals this ____ day of _____, 2022.

(This contract executed in duplicate).

OWNER:

HATTIESBURG, MISSISSIPPI

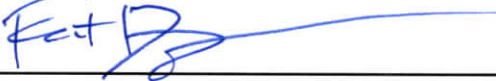
WITNESS:

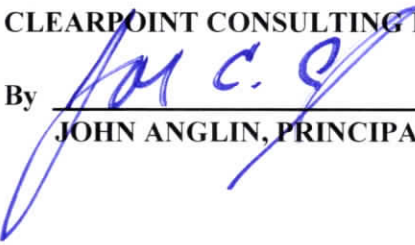
By _____
LAMAR RUTLAND, CITY ENGINEER

ENGINEER:

CLEARPOINT CONSULTING ENGINEERS, P.A.

WITNESS:



By 
JOHN ANGLIN, PRINCIPAL



Memorandum

To: Mayor Toby Barker and Members of City Council

From: Ann Jones, Chief Administrative Officer

cc:

Date: Tuesday, September 20, 2022

Re: Approve agreement between City of Hattiesburg and Pearl River Community College for a Construction Technology Workplace Education Program and authorize the Mayor to execute the same.
File Number: 2022-697
Minute Book #

Summary

Approve agreement between City of Hattiesburg and Pearl River Community College for a Construction Technology Workplace Education Program and authorize the Mayor to execute the same.

Recommendation Statement

I recommend this item be added to the Council's agenda for consideration.

Please place this on the September 20, 2022 City Council meeting for consideration.

**MEMORANDUM OF UNDERSTANDING
STATE OF MISSISSIPPI – FORREST COUNTY
WORKPLACE EDUCATION**

AGREEMENT

WHEREAS, the **City of Hattiesburg**, hereinafter referred to as “the **City**,” has entered into discussion with **Pearl River Community College**, hereinafter referred to as “**PRCC**,” with respect to creating hands-on, workplace education through PRCC’s Commercial and Residential Construction Technology Program. The City and PRCC desire to reduce to writing their agreement and understanding with a properly executed copy of the Agreement provided to each party. The City and PRCC do hereby agree and obligate themselves as follows, to-wit:

I.

PRCC offers a Commercial and Residential Construction Technology Program for students to prepare for employment in the field of construction. Individuals study commercial and residential building maintenance, which include instruction in federal, state, and local codes; basic maintenance of heating and cooling systems; and basic skills and fundamental craftwork in electrical, plumbing, welding and carpentry.

The City is responsible for all maintenance and repairs to its public facilities, including but not limited to: parks, community centers, public rights-of-way, public safety facilities, court buildings, and more. Many of the public facilities are in need of routine repair, maintenance, and upgrades to support current and future development.

II.

The City shall be responsible for providing the following: access to the property where agreed work has been identified, electricity, permitting, and plans and specifications for the construction, repair, restoration, or maintenance of the property.

PRCC shall be responsible for oversight of the construction, repair, restoration, or maintenance of the property, students to perform the work, and educators to provide instruction based on the City’s request of plans.

III.

This is a cooperative agreement between the City and PRCC with the goal of growing our local construction technology workforce through hands-on, practical experience and training. This agreement also enables necessary repairs and improvements to be made to public property at a lower cost benefiting the City’s residents.

IV.

If either party's performance under this Agreement depends on the appropriation of funds by the Mississippi Legislature, and if the Legislature fails to appropriate or reduces its appropriation, the party who needed said funds to perform may provide written notice of same to the other party and cancel this Agreement without further obligation.

V.

Subject to Section IV hereinabove, this Agreement will remain in effect for an initial term of one year following the date of execution. If either party desires to terminate this Agreement prior to the end of the initial one-year term, it shall notify the other party in writing at least ninety (90) days prior to the end of the term. This Agreement will automatically renew for consecutive, subsequent, one-year renewal terms, unless one party notifies the other party in writing at least sixty (60) days prior to the expiration of the renewal term that it does not want to renew the Agreement.

WITNESS the signatures of **Pearl River Community College** and **the City of Hattiesburg** to duplicate originals of this Agreement on this, the _____ day of _____, A.D., _____.

PEARL RIVER COMMUNITY COLLEGE

BY: _____
DR. ADAM BREERWOOD, PRESIDENT

CITY OF HATTIESBURG, MISSISSIPPI

BY: _____
TOBY BARKER, MAYOR

ATTEST:

KERMAS EATON, CITY CLERK
(S E A L)



Memorandum

To: Mayor Toby Barker and Members of City Council

From: Ann Jones, Chief Administrative Officer

cc:

Date: Tuesday, September 20, 2022

Re: Approve the Forrest County Comprehensive Emergency Management Plan (CEMP) 2022 Edition, related to emergencies and major disasters. Authorize the Mayor to execute the same.
File Number: 2022-692
Minute Book #

Summary

Approve the Forrest County Comprehensive Emergency Management Plan (CEMP) 2022 Edition, related to emergencies and major disasters. Authorize the Mayor to execute the same.

Recommendation Statement

I recommend this item be added to the Council's agenda for consideration.

Please place this on the September 20, 2022 City Council meeting for consideration.

SECTION 1: BASIC PLAN

FORREST COUNTY COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Promulgation Statement

County government shares a responsibility with State and municipal governments to be prepared in the event of a natural, technological, or man-made emergency or disaster that threatens life, property, or the environment. The Mississippi Emergency Management Law, MS Code Ann. § 33-15(1972) confers emergency powers on the Governor, the Mississippi Emergency Management Agency, executive heads of governing bodies of municipalities, and counties of the state to meet this responsibility.

In order to provide for an effective response to emergency situations, the federal, state, local and tribal governments must plan and prepare together. The concept and assignment of responsibilities outlined in this plan shall serve as the basis for the conduct of emergency operations by The Emergency Management District. It shall be the responsibility of all county agencies and organizations herein referenced to perform their assigned functional tasks and to prepare and maintain standard operating procedures and/or guidelines. All responsible parties shall provide notice of revisions and improvements to this Comprehensive Emergency Management Plan and support it through training and exercises.

This plan is in accordance with existing state and federal statutes, in coordination with the National Response Framework and is National Incident Management System compliant. It will be revised and updated at least biennially, or more frequently as warranted. This plan is written and will be updated in compliance with the Federal Emergency Management Agency's *Developing and Maintaining Emergency Operations Plan, Comprehensive Preparedness Guide 101*, Version 2.0, November 2010.

Therefore, by virtue of the authority vested in me as President of the Board of Supervisors of Forrest County, I hereby promulgate the Forrest County Comprehensive Emergency Management Plan. Furthermore, I charge the Executive Director of the Emergency Management District (TEMD) with responsibility for the implementation of this plan under emergency conditions and its ongoing development, as experience and changing conditions require.

David Hogan, President
Forrest County Board of Supervisors

Date

Toby Barker, Mayor
City of Hattiesburg

Date

Terry Martin, President
TEMD Council

Date

FORREST COUNTY COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Approval and Implementation

This plan will be effective upon submission by the Forrest County Emergency Management Agency's Director and approval by the President of Forrest County Board of Supervisors, the Mayor of the City of Hattiesburg, and the President of the TEMD Council.

This plan will be executed upon order of the President of Forrest County Board of Supervisors, the Mayor of the City of Hattiesburg, and the President of the TEMD Council.

This document replaces and supersedes all previous versions of the Forrest County Comprehensive Emergency Management Plan.

SUBMITTED:

_____	_____
Glen Moore	Date
Executive Director	
The Emergency Management District	

APPROVED:

_____	_____
David Hogan	Date
President	
Forrest County Board of Supervisors	

_____	_____
Toby Barker	Date
Mayor	
City of Hattiesburg	

_____	_____
Terry Martin	Date
President	
TEMD Council	

FORREST COUNTY COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Record of Changes

As changes are made to this plan, the following procedures should be followed:

1. Forrest County will issue all changes to holders of the plan through electronic media, email, or hard copy.
2. Upon receiving written notification regarding changes to this plan, individuals issued a hard copy should insert new pages and remove and destroy old pages. Minor changes may be made on existing pages by pen and ink.
3. When any change is made, enter the log below accordingly.
4. A rewrite will be performed every five years with a review and modification every two years as outlined in the MS Code Ann. § 33-15(1972).

Change Number	Date	Page and Section	Brief Description	Initials

FORREST COUNTY COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Record of Distribution

Primary Distribution List

Copy No.	Individual's Name and Title/Organization's Name	Date of Transmittal	Date of Receipt
1	Operations Office, The Emergency Management District	September 2022	Sept 2022
2	Forresct Co Board of Supervisors	September 2022	Sept 2022
3	Mayor of The City of Hattiesburg	September 2022	Sept 2022
4			
5			
6			
7			
8			
9			
10			

Secondary Distribution List

Personnel and organizations on the secondary distribution list are those identified as essential to knowing the framework of the Comprehensive Emergency Management Plan (CEMP), but with certain information excluded pursuant to MS Code Ann. § 33-15-11 (b) (12)(1972).

Copy No.	Individual's Name and Title/Organization's Name	Date of Transmittal	Date of Receipt
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I. PURPOSE, SCOPE, SITUATION, AND ASSUMPTIONS

A. Purpose

The purpose of this Comprehensive Emergency Management Plan (CEMP) is to describe Forrest County's approach to response and recovery activities related to emergencies and major disasters. This plan establishes the policies and procedures by which Forrest County shall coordinate local response to disasters. Furthermore, this plan utilizes the Emergency Support Function (ESF) concept to marshal and apply county resources and describes the responsibilities of local agencies in executing effective response and recovery operations.

This CEMP incorporates the concepts and requirements found in state and federal laws, regulations and guidelines. Furthermore, the Forrest County CEMP provides the decision framework to enable local government to effectively respond to and recover from emergencies and disasters. The plan identifies the responsibilities and actions required to protect lives, property and the environment from natural, man-made and technological emergencies and disasters.

This document embraces the National Response Framework (NRF), the National Incident Management System (NIMS), the Comprehensive Preparedness Guide (CPG) 101, Version 2.0, the Presidential Policy Directive PPD/8, the National Preparedness Goal, "A Whole Community Approach to Emergency Management: Principles, Themes and Pathways for Action FDOC 104-008-1/December 2011," the National Preparedness System, the Stafford Act and Post-Katrina Emergency Management Reform Act (PKEMRA), along with federal civil rights laws as fundamental guidance for the state's emergency management program. To reflect evolving guidance and requirements of these documents, the CEMP is amended and updated every two years and rewritten every five years. The structure of this CEMP mirrors that outlined in the State Comprehensive Emergency Management Plan, the NRF and relevant Federal Emergency Management Agency (FEMA) guidance. The plan is developed under the concept of community-based planning. The premise is that all sectors of a community play a critical role and shared responsibility to protect life and property.

The Forrest County CEMP consists of four components: (1) Basic Plan, (2) Emergency Support Function Annexes, (3) Support Annexes and (4) Incident Annexes for Specific Incidents.

Basic Plan - Establishes fundamental policies and assumptions for countywide emergency management, outlines the county's vulnerabilities to potential hazards, establishes a comprehensive emergency management concept of operations and outlines local and state relationships and responsibilities. The basic plan includes planning assumptions, roles and responsibilities, a concept of operations, incident management actions and plan maintenance instructions. The incident management actions incorporate the updated requirements of the NIMS.

Emergency Support Function Annexes - Identifies the specific activities required to support each numbered function and specifies the agencies and organizations that are responsible for

FORREST COUNTY COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

performing those activities. While the ESFs name and describe the specific tasks, they do not describe the detailed procedures to perform them. The detailed procedures shall be developed by the coordinating ESF and support agencies in the form of Interagency Coordination Procedures, Standard Operating Procedures (SOPs), and Standard Operating Guides (SOGs).

Emergency Support Functions include:

ESF #1	Transportation
ESF #2	Communications
ESF #3	Public Works and Engineering
ESF #4	Firefighting
ESF #5	Emergency Management
ESF #6	Mass Care, Housing and Human Services
ESF #7	Logistics and Resource Support
ESF #8	Public Health and Medical Services
ESF #9	Search and Rescue
ESF #10	Oil and Hazardous Materials Response
ESF #11	Animals, Agriculture and Natural Resources
ESF #12	Energy
ESF #13	Public Safety and Security
ESF #14	Long-Term Community Recovery
ESF #15	External Affairs
ESF #16	Military Support to Civilian Authorities

Support Annexes - Describes the framework through which local and tribal entities, along with volunteer and non-governmental organizations coordinate and execute the common functional processes and administrative requirements necessary for efficient and effective incident management.

Incident Annexes - Deals with specific catastrophic and unique hazards. These annexes address special considerations and priorities generated by particular hazards affecting the county and the corresponding actions required to cope with them.

B. Scope

This document provides structures for implementing county-level policy and operational coordination for incident response. It can be partially or fully implemented in the context of a threat, in anticipation of a significant event, or in response to an incident. Selective implementation allows for a scaled response, delivery of the exact resources needed and a level of coordination appropriate to each incident.

This CEMP is intended to accelerate and make more disciplined the county's capacity to rapidly assess and respond to incidents that require local resources. In practice, many incidents require virtually spontaneous activation of interagency coordination protocols to prevent the incident

from becoming worse or to surge more aggressively to contain it. A county department or agency acting on independent authority may be the initial and the primary local responder, but incidents that require more systematic county response efforts are now actively coordinated through the appropriate mechanisms described in this document and in its supporting annexes.

Initial coordination of local incident assessment and response efforts is intended to occur seamlessly, without need for any formal trigger mechanism such as a written declaration by the County Board of Supervisors. This will support a more nimble, scalable and coordinated response by the entire emergency management community.

Major components of this plan include disaster information and situational awareness, concept of operations, and direction and control, supported by automatic activation.

C. Situation Overview

Forrest County is composed of two cities and municipalities and consisting of a total population of approximately 78,158 as of 2020 census updates. Of the county's population approximately 15,917 or 20% are disabled. Disability characteristics include (1) hearing difficulty, (2) vision difficulty, (3) cognitive difficulty, (4) ambulatory difficulty, (5) self-care difficulty, and (6) independent living difficulty.

Forrest County is exposed to many hazards, all of which have the potential of causing casualties, damaging or destroying public or private property and disrupting the county's economy. In any crisis or emergency, Forrest County's foremost concern is for the protection of human life and property.

The Forrest County EMA, with assistance from the state has taken great care in identifying these hazards and developing and executing plans that fully serve the citizens of Forrest County. The county has worked with numerous local agencies, organizations and concerned citizens to ensure that Forrest County is prepared to mitigate, prevent, protect, prepare for, respond to and recover from these threats. By researching historical records and learning from past hazardous events, vulnerabilities have been identified and estimated future losses projected. In addition, local capabilities have been identified and assessments have been made concerning current effectiveness.

Forrest County conducts emergency preparedness awareness campaigns through The Emergency Management District. Awareness campaigns include earthquake awareness, severe weather awareness, flood awareness, hurricane awareness, mitigation campaigns for children and adults and tornado awareness. Forrest County utilizes a variety of social networking venues, translators and broadcasting methods, such as radio, television and newspaper, to ensure that diverse populations are appropriately advised.

D. Hazard and Threat Analysis Summary

Forrest County is vulnerable to the effects of natural, man-made and technological hazards. The county's location in the Southeastern portion of the state makes it vulnerable to several significant natural hazards, including Tropical events, Winter Storms, floods and tornadoes among others. Furthermore, Forrest County is home to significant infrastructure, populations, and government functions that place it at risk for intentional acts meant to cause physical damage, casualties, or operational disruptions.

Hazard Categories

Natural Hazards - Natural incidents related to environmental conditions including dam and levee failure, drought and extreme heat, earthquakes, flooding, major fires (including grass, timber and urban), hurricanes, tornadoes and winter/ice storms.

Further information related to these hazards is found under separate cover in *The Forrest County Hazard Mitigation Plan* and as incident annexes of this document.

Man-made Hazards - Intentional acts including civil disorder, enemy attacks, sabotage, terrorism, cyber-attack, or other incidents involving the use of weapons of mass destruction.

Technological Hazards - Technological failures or accidents including, but not limited to: industrial hazards, structural collapse, power outages, fires, explosions, transportation accidents, water supply failure and hazardous materials such as: chemical, biological, radiological and nuclear.

Natural Hazards

Hurricane/Tropical Storm

Due to its proximity to the Gulf Coast, Mississippi records several hurricane watches and/or warnings during the Atlantic hurricane season, which runs from June 1 to November 30. Since 1965, Mississippi has received declarations for a number of major hurricanes and tropical storms. Some of these storms have impacted counties as far inland as 300 miles with high winds, rain damage, severe storms and flooding which has caused billions of dollars in damage. (See www.fema.gov/disasters)

The Gulf Coast of Mississippi is one of the more densely populated areas of the state. It is comprised of Hancock, Harrison and Jackson counties and the second-tier counties located immediately upland from the coastal counties of George, Pearl River, and Stone. According to the 2018 estimate, more than 397,261 residents reside in the coastal counties, while 97,892 residents make up the population in the second tier counties.

Not only are these counties densely populated with residents, but in recent years this area has experienced significant growth of the gaming industry which has increased planning requirements for the local population and tourists during hurricane warnings and evacuations. Furthermore, Harrison County is home to Gulfport, the major site for import commodities such as bananas for the nation, limonite ore and limestone, hardwood lumber, and other agricultural products.

Over the years, both residents and industry along the Mississippi Gulf Coast have felt significant and damaging impacts from hurricanes and tropical storms. Two historical hurricanes which have had the most impact were Hurricane Camille in 1969 and Hurricane Katrina in 2005. Combined these hurricanes resulted in the loss of approximately 387 lives and more than \$80 billion in property and crop damage. The impact was so great during Hurricane Katrina that a total of 49 counties were declared eligible for Individual Assistance; all 82 counties and the Mississippi Band of Choctaw Indians (MBCI) were eligible for Public Assistance under the Robert T. Stafford Disaster Relief and Emergency Assistance Act yielding a total of almost \$4.9 billion in federal disaster funding.

Earthquake

Due to Mississippi's location to the New Madrid Seismic Zone (NMSZ), recent studies indicate that the state has the potential of experiencing significant damage from an earthquake. According to the United States Geological Survey (USGS), "In 1811 and 1812, a series of great earthquakes near the New Madrid, Missouri area was felt in Mississippi as far south as the Gulf Coast. The New Madrid series caused the banks of the Mississippi River to cave in as far as Vicksburg, more than 300 miles from the epicenter region." However, the earliest and strongest earthquake reported within Mississippi occurred on December 16, 1931, at about 9:36 p.m. Using the Modified Mercalli Intensity Scale the average intensity was VI - VII which is a magnitude 5.0 - 5.9 on the Richter Scale. Several chimneys in Belzoni (Humphreys County) and Tillatoba (Yalobusha County) were damaged. Although damage was minimal from this episode, if the same magnitude occurred today, due to increased area population and infrastructure, it is likely significant damage would result.

Although the NMSZ is the primary seismic activity source for the Southeastern United States, there are other potential earthquake sources in Mississippi. The USGS has recorded more than 43 earthquakes originating within the boundaries of Mississippi since 1911. On June 29, 2015 a 3.2 magnitude earthquake with a depth of three miles, centered just 4 miles southwest of Canton, Miss., struck at 8:23 a.m. Residents in the area reported feeling the rumbling in their homes. This same area experienced two similar quakes on May 2, 2015 with magnitudes of 3.2 and 3.0 respectively. After those earthquakes the USGS said there is not a major fault line in the area but that plates do shift from time to time. Earthquakes are ranked in magnitude of 1.0 to 7.0 or higher.

- General details of magnitude 3.0 earthquakes from the USGS: Felt quite noticeably by persons indoors, especially on upper floors of buildings. Many people do not recognize it as an earthquake. Standing motor cars may rock slightly. Vibrations are similar to the passing of a truck.

Although none of these caused significant damage, they should not be disregarded.

The NMSZ has the potential of producing an earthquake greater than magnitude 7.0 on the Richter scale. In recent years the USGS, in conjunction with the Central United States Earthquake Consortium (CUSEC), released data related to Mississippi based on a New Madrid magnitude 7.7

scenario. Counties that have a high liquefaction hazard and are closest to the NMSZ would experience considerable losses. Lateral spreading, (ground failure due to liquefaction), could lead to impassable roadways, ruptured utility lines and damaged port facilities. Bridge damage could be significant, potentially isolating some communities. Overall, the potential impact could result in approximately \$3 billion in building and income losses, with overall economic losses approximating \$3.9 billion. More than 25 percent of the total number of buildings in the state could be at least moderately damaged. Fifteen percent of the building and income losses would most likely be related to business interruption.

Annually, Forrest County participates in “The Great Central U.S. ShakeOut,” an 11 state public earthquake drill which is held the third Thursday of every October. MEMA conducts extensive outreach and education efforts to all populations throughout the state and encourages all individuals, including those with disabilities and others with access and functional needs, businesses, community and faith-based groups, nonprofit organizations and all levels of government to participate in this important drill. Information and preparedness guides for all sectors and populations can be found at www.shakeout.org/centralus.

Tornado

Each year the state conducts an annual Tornado Preparedness Week in an effort to increase community awareness and education. It is either conducted during the last week of October or the first week of November.

Since 1950 the nation has recorded 26 violent/long-track tornados (136+ mph), nine of which occurred in Mississippi. The National Weather Service (NWS) data reflects that the Natchez tornado of 1840 resulted in 317 deaths and the Tupelo tornado of 1936 had a total of 216 deaths. These tornados ranked in the top five deadliest tornados on record.

The most tornados recorded in one year in Mississippi occurred in 2005 with a total of 120 tornados. This large number was directly contributed to both Hurricanes Katrina and Rita of that year.

On April 24, 2010, Mississippi experienced a historic tornado which ranked as the fourth longest in Mississippi history with a maximum width of 1.75 miles and ranked as the ninth deadliest tornado, resulting in 10 fatalities.

According to the NWS, in April 2011 Mississippi set a new record for tornadoes in any month with a total of 67 tornadoes. On April 27, 2011 several Mississippi communities were hit by two EF5 tornadoes with winds in excess of 200 mph. This is the first time since 1990 that any state has recorded two EF5 tornadoes on the same day. When the super-outbreak was over, 37 lives were lost and 49 counties and the Mississippi Band of Choctaw Indians reported some damages from strong winds, tornadoes and flooding.

Additionally, on February 10, 2013, the City of Hattiesburg was hit by a violent EF4 multiple-vortex wedge tornado that devastated portions of Hattiesburg and Petal, Mississippi as well as surrounding locations. The Hattiesburg tornado was one of eight tornadoes that touched down in

southern Mississippi and southwestern Alabama that day. The tornado reached a maximum path width of 0.75 miles and reached estimated maximum sustained winds of 170 mph in the Oak Grove community of west Hattiesburg. The tornado injured 82 people (see www.noaa.gov) and caused damage amounting to \$15.6 million. This was the first violent tornado to occur in Lamar and Forrest counties since April 24, 1908 in which 143 people were killed. (See www.fema.gov/disaster/4101)

In 2014, Mississippi was hit with a powerful spring storm system (April 27 - 30). The most devastating tornado was the EF-4 which tore a path across NE Leake County on April 28, the corners of Attala/Neshoba counties, and through the heart of Winston County where the city of Louisville was especially hard hit. According to the National Weather Service, this tornado was on ground for 34.3 miles and resulted in 11 fatalities and many injuries. Other hard hit counties were Lowndes, Rankin, Hinds, Scott, Newton, Montgomery, Warren and Jones. Each of these counties experienced at least one tornado, some multiple tornadoes. Overall, 21 tornadoes were confirmed. Of these tornadoes, three were rated EF-3, three rated EF-2, 12 rated EF1 and two rated EF-0.

Flooding

Floods occur seasonally with general or torrential rains associated with tropical storms that later drain into river basins and fill them with an abundance of water. Rivers, lakes and other water bodies have always overflowed their normal beds to inundate nearby land. The land adjacent to these bodies of water is called the floodplain.

Mississippi is prone to four types of flooding: river flooding, flash flooding, coastal (tidal) flooding and drainage flooding. Many areas in the state are located within the 100-year floodplain and more than 300 communities have been federally identified as Special Flood Hazard Areas (SFHA). Since 1892, approximately 90 percent of the counties in the State have been impacted by flooding. The Mississippi River Flood of 1927 resulted in some 246 deaths, more than 600,000 left homeless and approximately \$284 million in property damage. Additionally, the Pearl River Flood (Easter Flood) of 1979 resulted in four deaths and approximately \$400 million in property damage.

In April and May, 2011 the Mississippi River once again overflowed its banks causing the U.S. federal government to declare 13 counties along the Mississippi River and its tributaries as federal disaster areas. A total of 1,262 applications were approved by FEMA for housing needs. The total amount of assistance requested from FEMA was \$13.7 million. Of this amount almost \$13 million went to meet housing needs through the individual assistance program. The remaining funds went toward other needs assistance.

Since 1984, under provisions of the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988 (PL 93 –288 as amended) and its predecessor, the Disaster Relief Act of 1970 (PL 91-606), 19 floods have resulted in being federally declared “Major Disasters.”

Wildfire

Agriculture is Mississippi's number one industry, employing 29 percent of the state's workforce either directly or indirectly. With approximately 42,000 farms in the state covering 11 million acres, wildfires in Mississippi could not only threaten human life, but economic viability as well.

Mississippi's total land area is 30.2 million acres and the total forest acreage is 20 million. Forestry directly creates 15,163 jobs statewide and supports a total of 123,659 jobs. Mississippi forests create a \$17.4 billion value added to the economy each year. Since 1990, 45 counties per year (out of 82) have had timber as the most valuable agricultural crop.

Mississippi traditionally has two wild land fire seasons each year. The first season usually begins in late October with the first frost and hardwood leaf drop and runs through December. The second season usually begins in February and runs to mid-April or until spring green-up. These seasons vary from year to year, depending on rainfall, wind and other weather factors. The southern one-third of the state generally tends to have the most wild land fire activity. According to the MFC 2012 Annual Report, Mississippi averages 3,200 wildfires a year burning more than 55,000 acres. Average wild land fire size is close to 15.9 acres. (See *State of Mississippi Standard Hazard Mitigation Plan*).

Winter Weather

Mississippi is potentially vulnerable to winter weather events which are categorized as heavy snow, ice storm, or winter storm (combination of ice, snow and freezing rain). According to the State of Mississippi Standard Mitigation Plan (2013), between 1996 and 2013, there were at least 73 damaging winter weather events with a reported loss of more than \$68 million in property damages. Event occurrence follows a geographic pattern. Winter storms occur most frequently in the northern counties with frequency of occurrence diminishing in a southward pattern.

In 1994, Mississippi experienced a damaging ice storm which was reported by the NWS as the worst since 1951. It not only affected Mississippi, but southeast Arkansas, west Tennessee, northwest Alabama and north Louisiana. Combined, the total damage estimates exceeded \$300 million and a federal disaster declaration for 26 counties.

In 1998, Mississippi experienced another winter storm which caused more than \$16 million in property damage.

In 2009/2010, NWS characterized Mississippi's winter as below-normal temperatures across the state. In Jackson, it was the fourth coldest winter since temperature records were first collected in 1896. It was also the ninth snowiest winter in Jackson, with one snowfall of 5.5 inches recorded by the NWS Forecast Office. In January 2010, prolonged sub-freezing temperatures caused massive failure of water mains throughout Jackson and the Central Mississippi region, creating problems for residents and causing emergency conditions at hospitals, police precincts, businesses, restaurants, communications systems and state facilities.

In 2015, Mississippi experienced multiple winter weather events between February and March.

In February, a winter weather system affected much of the north central part of the state. Counties in this region saw between 3-6 inches of snow. Some areas reported nearly 10 inches of accumulation. Several fatalities occurred and power outages were reported from 16 counties.

In March, moderate sleet fell in portions of Central Mississippi. Certain portions of the Delta experienced significant accumulation. Other areas south and east Mississippi saw sleet, with little or no accumulation. The Natchez Trace corridor received between ½ inch to 1 - 2 inches in the northern parts of the Delta. During both events, schools, state and local government agencies were closed or had delayed openings.

Man-made and Technological Hazards

Mississippi is home to significant infrastructure, populations and government functions that place it at risk for unintentional or intentional acts which could cause physical damage, casualties, or operational disruptions. Over the years, the frequency of man-made and technological hazards has increased mainly due to the number and availability of hazardous substances and the potential for human error. The vast network of interstate highways and railways result in vulnerabilities to hazardous material releases from both stationary and transportation sources.

Specific man-made or technological hazards which could occur include:

A virulent strain of pandemic influenza - This type of hazard has the potential to cause casualties in the hundreds of thousands and result in economic loss. Additional human and animal infectious diseases, including those previously undiscovered, may present significant risk.

Dam failures or chemical substance spills or releases - This type of hazard may have the potential to cause extensive fatalities and severe economic impacts and the likelihood of occurrence may increase due to aging infrastructure.

Terrorist organizations or affiliates - These organizations may seek to acquire, build and use weapons of mass destruction (WMD). Conventional terrorist attacks, including those by “lone actors” employing explosives and armed attacks, present a continued risk to the state.

Cyber-attacks - Attacks such as this can have their own catastrophic consequences and can also initiate other hazards, such as power grid failures or financial system failures, which magnify the potential impact of cyber incidents.

For further information regarding Forrest County’s hazards, vulnerabilities and how the county expects to receive (or provide) assistance within its local response structures refer to the *Forrest County Standard Mitigation Plan*, the Emergency Support Functions, Support and Incident Annexes of this county CEMP and the Mississippi Office of Homeland Security’s (MOHS) website at www.homelandsecurity.ms.gov.

E. Capability Assessment

With preparedness as the foundation, the CEMP utilizes the mission areas of protection, prevention, response, recovery and mitigation to implement three core capabilities that span all five mission areas: Planning, Public Information and Warning and Operational Coordination. (Refer to Table 2, pg. 13)

Preparedness - Refers to the actions taken to plan, organize, equip, train and exercise to build and sustain the capabilities necessary to prevent, protect against, mitigate the effects of, respond to, and recover from those threats that pose the greatest risk to the security of the state.

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Preparedness is a shared responsibility of the *whole community*. Every member contributes, including individuals, communities, the private and nonprofit sectors, faith-based organizations and federal, state and local governments. Preparedness also includes children, individuals with disabilities and others with access and functional needs, diverse communities and people with limited English proficiency.

Mission Areas

Protection - Refers to those capabilities necessary to secure the homeland against acts of terrorism and man-made or natural disasters. Protection capabilities include, but are not limited to: defense against WMD threats, defense of agriculture and food, critical infrastructure protection, protection of key leadership and events, border security, maritime security, transportation security, immigration security and cyber security.

Prevention - Refers to those capabilities necessary to avoid, prevent or stop a threatened or actual act of terrorism. Prevention capabilities include, but are not limited to: information sharing and warning, domestic counterterrorism and preventing the acquisition or use of WMD. It involves applying intelligence and other information to a range of activities that may include such countermeasures as deterrence operations, heightened inspections, improved surveillance and security operations, investigations to determine the full nature and source of the threat, public health and agricultural surveillance and testing processes, immunizations, isolation or quarantine and, as appropriate, specific law enforcement operations aimed at deterring, preempting, interdicting or disrupting illegal activity and apprehending potential perpetrators and bringing them to justice.

Response - Refers to those capabilities necessary to save lives, protect property and the environment and meet basic human needs after an incident has occurred. Response includes the execution of CEMPs, mitigation activities designed to limit the loss of life, personal injury, property damage and other unfavorable outcomes. Response also includes efforts to begin the process of returning to pre-emergency conditions.

Recovery - Refers to those capabilities necessary to assist communities affected by an incident to recover effectively, including, but not limited to: rebuilding infrastructure systems, providing adequate interim and long-term housing for survivors, restoring health, social and community services promoting economic development and restoring natural and cultural resources. Recovery must begin as soon as possible which may be short-term or long-term in duration. The emergency management organization initiates procedures to assess needs and resources, establish priorities,

Table 1

Whole Community is a philosophical approach in how to conduct the business of emergency management

Benefits include:

- Shared understanding of community needs and capabilities
- Greater empowerment and integration of resources from across the community
- Stronger social infrastructure
- Establishment of relationships that facilitate more effective prevention, protection, mitigation, response and recovery activities
- Increased individual and collective preparedness
- Greater resiliency at both the community and national levels

Source: A Whole Community Approach to Emergency Management: Principles, Themes and Pathways for Action - FDOC 104-008-1 / December 2011

review state and federal aid criteria and coordinate with representatives from both levels of government. Once the extent of the recovery effort is determined, the appointed recovery team members determine how best to manage the specific activities, what resources and personnel will be required and what other actions are needed to return the impacted areas to normal operations as quickly as possible. (Additional community-based recovery information is available in ESF #14).

Mitigation - Refers to those capabilities necessary to reduce loss of life and property by lessening the impact of disasters. Mitigation capabilities include, but are not limited to, community-wide risk reduction projects, efforts to improve lifelines, risk reduction for specific vulnerabilities from natural hazards or acts of terrorism and initiatives to reduce future risks after a disaster has occurred. Mitigation measures may be implemented prior to and after an incident and are often influenced by lessons learned from prior incidents. Measures may include zoning and building codes, floodplain buyouts and analysis of hazard-related data to determine where it is safe to build or locate temporary facilities. Mitigation can include efforts to educate governments, businesses and the public on measures they can take to reduce loss and injury.

The MEMA Office of Mitigation is responsible for coordinating disaster loss reduction programs, initiatives and policies throughout the state. Disaster loss reduction measures are carried out through disaster reduction programs, initiatives and policies through the development of state and local hazard mitigation plans and the implementation of strategies identified in the plans.

The Office of Mitigation will review the mitigation actions, activities and ongoing projects as deemed necessary. The evaluation process will include project status and update such items as timeline, funding source and responsible entity. In addition, the Office of Mitigation will also review current programs and initiatives as identified by the grant manager. Any desired or necessary changes to the mitigation actions or programs will be communicated to senior management and other stakeholders.

Core Capabilities

Planning - Conduct a systematic process engaging the whole community as appropriate in the development of executable strategic, operational and/or community-based approaches to meet defined objectives.

Public Information and Warning - Deliver coordinated, prompt, reliable and actionable information to the whole community through the use of clear, consistent, accessible and culturally and linguistically appropriate methods to effectively relay information regarding any threat or hazard, as well as the actions being taken and the assistance being made available, as appropriate.

Operational Coordination - Establish and maintain a unified and coordinated operational structure and process that appropriately integrates all critical stakeholders and supports the execution of core capabilities.

Overview

FORREST COUNTY COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Core capabilities are essential for the execution of each of the five mission areas: Prevention, Protection, Mitigation, Response and Recovery (See Table 2 below). To assess both our capacity and our gaps, each core capability includes capability targets for which measures will be developed. The core capabilities and capability targets are not exclusive to any single level of government or organization, but rather require the combined efforts of the whole community.

Table 2: Core Capabilities by Mission Area

Prevention	Protection	Mitigation	Response	Recovery
Planning				
Public Information and Warning				
Operational Coordination				
- Forensics and Attribution - Intelligence and Information Sharing - Interdiction and Disruption - Screening, Search and Detection	- Access Control and Identity Verification - Cyber Security - Intelligence and Information Sharing - Interdiction and Disruption - Physical Protective Measures - Risk Management for Protection Programs and Activities - Screening, Search and Detection - Supply Chain Integrity and Security	- Community Resilience - Long-term Vulnerability Reduction - Risk and Disaster Resilience Assessment - Threats and Hazard Identification	- Critical Transportation - Environmental Response/Health and Safety - Fatality Management Services - Infrastructure Systems - Mass Care Services - Mass Search and Rescue Operations - On-scene Security and Protection - Operational Communications - Public and Private Services and Resources - Public Health and Medical Services - Situational Assessment	- Economic Recovery - Health and Social Services - Housing - Infrastructure Systems - Natural and Cultural Resources

Table 1: Resource: National Preparedness Goal: First Edition, September 2011, pg. 2

F. Assumptions

- Federal civil rights laws in Section IV of the FEMA Guide “Accommodating Individuals with Disabilities in the Provision of Disaster Mass Care, Housing, & Human Services” require equal access for, and prohibit discrimination against, people with disabilities in all aspects of emergency planning, response, and recovery.
- To comply with Federal law, those involved in emergency management should understand the concepts of accessibility and nondiscrimination and how they apply in emergencies.
- Incidents mean an occurrence or event (natural, technological, or human-caused), that requires a response to protect life, property, or the environment. Examples include: major disasters, emergencies, terrorist attacks, terrorist threats, civil unrest, wild land and urban fires, floods, hazardous materials (HAZMAT) spills, nuclear accidents, aircraft accidents, earthquakes, hurricanes, tornadoes, tropical storms, tsunamis, war-related disasters, public health and medical emergencies and other occurrences requiring an emergency response.
- Incidents may occur at any time with little or no warning in the context of a general or specific threat or hazard and they may involve single or multiple geographic/jurisdictional areas.
- All incidents begin and end locally and are typically managed at the lowest possible geographic, organizational and jurisdictional level.
- Government at all levels must continue to function under all threats, emergencies and disaster conditions.
- Executive Order No. 932 designates NIMS as the basis for all incident management in the State of Mississippi. Therefore, incident management activities shall be initiated and conducted using the NIMS Command and Management principles. In accordance with NIMS requirements, the Incident Command System (ICS) will be used as the on-scene management system.
- Forrest County has adopted a Unified Command (UC) structure for incident management.
- Local governments possess varying levels of capabilities, plans, procedures and resources to provide for the safety and welfare of their people. They also vary in their capacity to protect property and the environment in times of emergency or disaster.
- Incidents may cause significant alterations and damage to the environment resulting in numerous casualties and fatalities, displaced individuals, property loss, disruption of normal life support systems, disruption of essential public services and damage to basic infrastructure.

- Incidents pose a challenge for the whole community but specifically the special needs population which includes children, individuals with disabilities and others with access and functional needs, diverse communities, the elderly and people with limited English proficiency. These groups may be lacking in resources such as food, shelter and transportation. ESF #6 will coordinate all local efforts to provide sheltering and temporary housing, feeding, and other human needs following a catastrophic disaster requiring mass care assistance. ESF #1 and ESF #8 will assist with transportation requirements for special needs populations.
- Approximately 20 % of Forrest County’s population is disabled. Preparedness, prevention, response, recovery and mitigation efforts will be consistent with federal policy and guidelines. Emergency efforts will enable people with disabilities to evacuate, use emergency transportation, stay in shelters and participate in all emergency and disaster related programs together with their service animals. (Refer to <http://factfinder2.census.gov> for disability statistics).
- Persons with pets may be hesitant to evacuate or seek shelter. ESF #11 will develop strategies for the evacuation and shelter of persons with pets.
- Incidents may attract a sizeable influx of independent, spontaneous volunteers and supplies and may require prolonged, sustained incident management operations and support activities.
- Individuals, community based organizations, and businesses will offer services and support in time of disaster.
- Incidents may overwhelm capabilities of local and tribal governments and private-sector infrastructure owners and operators.
- Mutual aid and other forms of assistance will be rendered when impacted jurisdictions exhaust or anticipate exhausting their resources.
- The Director of Forrest County emergency management agency or their respective representative may request assistance directly from another participating party by contacting that party through the Statewide Mutual Aid Compact (SMAC). The requests may be verbal, in writing, or through the use of the Mississippi State Notification System called WebEOC®
- The greater the complexity, impact and geographic scope of an emergency, the more multiagency coordination will be required.
- Local governments may request state assistance when the local resources for incident management become inadequate. MBCI, which is a sovereign state and has the power to request assistance independently of the, has elected to function in the same manner as the other counties within the state of Mississippi. (“Accord Between the Executive Branches of

the Mississippi Band of Choctaw Indians and the State of Mississippi,” 24 November 1997
Kept under separate cover)

- When a major emergency or disaster occurs in any locality, an evaluation of the severity and magnitude will be made by MEMA in coordination with local officials and representatives of other state and federal agencies.
- If the situation in Forrest County warrants support from the state, the Forrest county Board of Supervisors and the Cities of Hattiesburg, and Petal will sign a **Resolution Requesting Governor to Proclaim a State of Emergency (DR-4)** and submit to MEMA through e-mail, WEBEOC or the MEMA Area Coordinator (AC).
- If the situation in Forrest County warrants support from the state, the Governor will declare a state of emergency and the State Emergency Operations Center (SEOC) will be activated at the appropriate level to support a coordinated response.
- If an incident exceeds the capabilities of both the state and local governments, the state will request assistance from other states using the Emergency Management Assistance Compact (EMAC).
- The Federal government will provide emergency assistance to Mississippi when requested and in accordance with the NRF. Federal assistance is provided by the Robert T. Stafford Disaster Relief and Emergency Assistance Act [§Public Law (PL) 93-288, as amended by PL 100-707] through the implementation of the NRF, or by Presidential Declaration of either an “Emergency” or “Major Disaster.”

II. CONCEPT OF OPERATIONS

Incidents typically begin and end locally and are managed on a daily basis at the lowest possible geographical, organizational, and jurisdictional level. This plan takes into account the involvement of the whole community, which includes individuals, communities, the private and non-profit sectors, faith-based organizations, and federal, state and local governments who are mandated or encouraged to develop, exercise, and maintain individual CEMPs.

When local resources become exhausted emergency managers depend on the involvement of multiple jurisdictions for support. Therefore, it is imperative that the whole community be prepared to assist in this effort. This plan will be activated under the direction of the Forrest County Board of Supervisors or by their designee in response to emergency or disaster events which prove to exceed the ability and resources of local emergency management.

A. National Response Framework (NRF)

The NRF is a guide to how the nation conducts all-hazards incident response. The NRF states that the role of a state government during emergency response is to supplement local efforts before,

during and after a disaster or emergency situation. If a state anticipates its needs may exceed its resources, the Governor can request assistance from other states through mutual aid agreements (MAAs), EMAC, and/or the federal government. **If a county in Mississippi anticipates its needs may exceed its resources, the county Board of Supervisors can request assistance from other counties through the SMAC Agreement.**

The NRF emphasizes the concept of resilient communities. Resiliency begins with prepared individuals and depends on the leadership and engagement of local government, civic leaders and private sector businesses and organizations. These entities should work with individuals, families and service providers for people with disabilities and others with access and functional needs to enhance their awareness of risk levels and specific threats, develop household emergency plans that include household pets and service animals and prepare emergency supply kits.

B. National Incident Management System (NIMS)

NIM provides a consistent framework for incident management, regardless of the cause, size, or complexity of the incident. NIMS provide the nation's first responders and authorities with the same foundation for incident management for all hazards.

Executive Order No. 932 as signed by the Governor of the State of Mississippi designates the NIMS as the basis for all incident management in the State of Mississippi. NIMS provides a consistent nationwide approach for federal, state, tribal and local governments to work together to prepare for, prevent, respond to and recover from domestic incidents, regardless of cause, size, or complexity. **Forrest County has adopted the Incident Management System by signing a NIMS Standard Operating Guideline (SOG) which implements the Incident Command System in this county.**

The components of NIMS include:

- Incident Command System (ICS)
- Multi-agency Coordination Systems (MACS)
- Training
- Identification and management of resources (including systems for classifying types of resources)
- Qualification and certification
- Collection, tracking, and reporting of incident information and incident resources

C. Incident Command System (ICS)

ICS is a critical component of NIMS and is used to manage all incidents. ICS is used to organize on-scene operations for a broad spectrum of emergencies from small to complex incidents, both natural and man-made. The field response level is where emergency management/response personnel, under command of an appropriate authority, carry out tactical decisions and activities in direct response to an incident or threat. Resources from the federal, state, tribal, or local levels, when appropriately deployed, become part of the field ICS as prescribed by the local authority. ICS is used by all levels of government – federal, state, tribal, and local – as well as by many non-governmental organizations (NGOs) and the private sector. ICS is applicable across disciplines.

ICS Management includes the following characteristics:

- Common Terminology
- Modular Organization
- Management by Objectives
- Reliance on an Incident Action Plan (IAP)
- Manageable Span of Control
- Pre-designated Incident Mobilization Center Locations and Facilities
- Comprehensive Resource Management
- Integrated Communications
- Establishment and Transfer of Command
- Chain of Command/Unity of Command
- Unified Command
- Accountability of Resources and Personnel
- Deployment
- Information and Intelligence Management

D. Unified Command System (UC)

Unified Command is a structure that brings together the Incident Commanders of different organizations/agencies involved in the incident in order to coordinate an effective response while at the same time carrying out their own jurisdictional responsibilities.

The UC links the organizations/agencies responding to the incident and provides a forum for these entities to make consensus decisions. Under the UC, the various jurisdictions and/or agencies and non-government responders are co-located or closely coordinate and communicate throughout the operation to create an integrated response team.

The UC is responsible for overall management of the incident and possesses the decision-making authority. The UC directs incident activities, including development and implementation of overall objectives and strategies and approves ordering and releasing of resources. Members of the UC will work together to develop a common set of incident objectives and strategies, share information, maximize the use of available resources and enhance the efficiency of the individual response organizations.

UC members shall represent an appropriate level of authority in their respective organizations and agencies as well as the resources to carry out their responsibilities. The UC members may change as the response transitions out of emergency response into recovery. In conjunction with the ICS the UC enables state agencies and the federal government to carry out their own responsibilities while working cooperatively within one response management system.

E. Multi-agency Coordination System (MACS)

Multi-agency coordination is a cornerstone of comprehensive emergency management. Fundamentally, MACS provide support, coordination and assistance with policy-level decisions to the ICS structure managing an incident. MACS may be required on large or wide-scale incidents that require higher-level resource management or information management. The primary functions of MACS are to:

- Support incident management policies and priorities
- Facilitate logistics support and resource tracking
- Make resource allocation decisions based on incident management priorities
- Coordinate incident-related information
- Coordinate interagency and intergovernmental issues regarding incident management policies, priorities and strategies

MACS include emergency operations centers, such as the Forrest County Emergency Operations Center and the State Emergency Operations Center (SEOC), and, in certain multi-jurisdictional or complex incidents, multi-agency coordination entities. Multi-agency coordination entities are responsible for:

- Ensuring that each involved agency is providing situation and resource status information
- Acquiring and allocating resources required by incident management personnel
- Coordinating and identifying future resource requirements
- Coordinating and resolving policy issues
- Providing strategic coordination

F. Public Information/Interoperable Communications

1. Public Information

Public information consists of processes, procedures and systems to communicate timely, accurate and accessible information on the incident's cause, size and current situation to the public, responders and additional stakeholders. Public information must deliver coordinated, prompt, reliable and actionable information to the whole community through the use of clear, consistent, accessible, and culturally and linguistically appropriate methods to effectively relay information regarding any threat or hazard, as well as the actions being taken and the assistance being made available, as appropriate.

Translation of important MEMA materials ensures that Public Information Officers (PIOs) are able to communicate risk and safety actions to nearly all citizens of Mississippi. This includes non-English speaking populations. Translation services are available commercially and have been identified by the MEMA PIOs.

Interpretation for the deaf and hard of hearing is also of critical importance. MEMA PIOs will contact a certified interpreter from the MS Department of Rehabilitation Services to participate in critical MEMA news conferences from the State Emergency Operations Center. Critical news releases and information may also be interpreted and distributed through the use of vendors who specialize in translation into American Sign Language and posted and distributed via the Web. Specific vendor information along with detailed procedures for communicating with special needs populations are found in the MEMA External Affairs SOG (under separate cover). Forrest County utilizes the services offered by the MEMA External Affairs Office

2. Interoperable Communications

NIMS stresses that the success of incident response and recovery operations depends on the availability and redundancy of critical communications systems to support connectivity to internal organizations, other departments or jurisdictions, and the public. The Forrest County government and its agencies, as well as local jurisdictions, will strive to achieve interoperable communications, including testing their communications equipment bi-annually to assess the adequacy to support essential functions and activities and ability to communicate with first responders, emergency personnel, federal and state governments, other agencies and organizations and the general public. The Mississippi Wireless Communications Commission (WCC) heads up the statewide communications 700 MHz communications project funded by several federal agencies (i.e. FEMA and the Federal Communications Commission (FCC). This system was developed to insure interoperability between Federal, State, tribal, and local levels of government. All counties and the MBCI maintain their own local radio systems. However, they have access to this system.

Forrest County utilizes both traditional communications systems and modern technologies such as WebEOC[®], Internet, high frequency (HF) phones, radios and satellite networks combined with backup from other local agencies tasked under this plan to enhance the county's capability in communications and automated data systems.

Internal and external communications equipment is essential to support disaster recovery efforts. Each is needed to disseminate instructions and operational guidance. Internal communications equipment may utilize existing telephone systems, e-mail, satellite radio, facsimile machines, HF radio, or messengers (in extreme situations). External communications utilize existing systems; in a major disaster, existing communications may require augmentation to handle the increased volume of traffic.

G. Local, State and Federal Relationships

The Forrest County CEMP addresses the full spectrum of emergency management activities related to incident management for response and recovery, consistent with state law. The MS Code Ann. § 33-15-1(1972) is the legal guidance for all emergency management operations. It addresses legal issues as it relates to preparedness, response, or recovery actions. MS Code Ann. § 33-15-21(1972) addresses the liability protection that is available to responders.

FEMA: IV. "Non-Discrimination Principles of the Law" addresses Federal civil rights laws which require equal access for, and prohibit discrimination against, people with disabilities in all aspects of emergency planning, response, and recovery. State and local plans adhere to Federal non-discrimination laws governing emergency management preparedness, response, and recovery actions. Key non-discrimination concepts applicable under such federal laws and how they apply to all phases of emergency management can be found at <http://www.fema.gov/iv-non-discrimination-principles-law>.

1. Local

The initial responsibility for the first level of response, emergency actions, direction, control and coordination rests with the local government through both its elected and appointed officials. County and municipal governments handle the majority of emergencies in accordance with local laws and community requirements.

The Executive Director of the Emergency Management District is recognized as the legal authority for requesting all state and federal assistance as stated in Mississippi Emergency Management Law and the Mississippi Comprehensive Emergency Management Plan (CEMP 1/2022).

Local police, fire, emergency medical services (EMS), emergency management, public health and medical providers, public works, and other community agencies are often the first to be notified about a threat or hazard and to respond to an incident. These entities work with individuals, families, and service providers for people with disabilities and others with access and functional needs to enhance their awareness of risk levels and specific threats, develop household emergency plans that include household pets and service animals, and prepare emergency supply kits. Information on how to prepare emergency supply kits can be found on the MEMA website at www.msema.org and on www.ready.gov.

If an incident escalates and exceeds the capability of local resources and personnel, state resources may be made available through coordination with MEMA. Local authorities should respond to the severity and magnitude of the incident by:

- Proclaiming a “Local Emergency” [MS Code Ann. § 33-15-17 (d)(1972)]
- Fully employing their own resources [MS Code Ann. § 33-15-49(1972)]
- Designating capable personnel to make requests to MEMA for additional resources, if necessary [MS Code Ann. § 33-15-17(a) (1972)].

Counties and other localities should implement the State Mutual Aid Compact (SMAC) and/or MAAs with each other, as well as with neighboring jurisdictions, local organizations or chapters of volunteer organizations, private industry or others, as appropriate.

Each municipality within a county must coordinate requests for state and federal emergency response assistance through the county emergency management agency.

Assistance from higher levels of government is obtained by requests from the head of the affected local government (or the designated representative) to the head of the next higher level of government.

Local government officials shall take formal action to proclaim the existence of a local emergency [MS Code Ann. § 33-15-17(d) (1972)] and record the action in the minutes of the board or council meeting.

Requests for assistance from a local government will, at a minimum, contain the following:

- The specific cause(s) of the emergency or disaster
- The effective date (beginning of the incident)
- The anticipated date the emergency will expire. **(By law, an emergency action automatically ends 30 days from the date of enactment unless it is extended by official action of the governing body)**
- Special provisions deemed necessary to cope with the situation. These include, but are not limited to: suspension of selected routine public services, reallocation of scarce resources such as fuel, energy, food and water supplies, reassignment of manpower; movement, combination, or relocation of government offices; activation of shelters, imposition of curfews and provision for emergency purchasing authority.

Local government officials, through the Civil Defense/Emergency Management (CD/EM) Director, or designee, are expected to submit minimum prescribed reports to MEMA according to state reporting requirements. These reports, which are found on the MEMA web page, www.mema.ms.gov, are updated periodically and include the following:

- Initial Disaster Report (MEMA DR-1) - Due within 4 hours of incident
- Situation Report (MEMA DR-2) - Due within 24 hours of the incident and every 24 hours thereafter until the reporting process for that incident is finished
- Proclamation of Local Emergency (MEMA DR-3). **(Within 24 hours and renewed every 30 days as needed).**
- If state assistance is requested, a resolution requesting the Governor to proclaim a state of emergency (MEMA DR-4).

If local governments request state and/or federal assistance, local officials are required to submit, through the local emergency management director to MEMA, as agent for the Governor, the above reports plus the following assessments:

- Full *Damage Assessment Package* (MEMA Crisis Track)
- Report of obligations and expenditures.

All requests for resources and assistance from local governments must be documented. WebEOC[®] is designated by MEMA as the primary tool for documentation of all requests (if the electronic connectivity is available during and following the incident). Requests may be made by e-mail, telephone, or field copy via the MEMA Area Coordinator to the SEOC should connectivity not be available.

The policy and responsibility of MEMA is to identify, monitor, and evaluate potential problem conditions that might affect the state and its political subdivisions; when possible, advise or warn those areas potentially affected; and receive, evaluate, and respond to requests for emergency or disaster assistance from local government entities as appropriate.

MEMA will make an evaluation of the situation, based on local government reports and other reports made available by personnel from supporting state agencies and departments and recommend to the Governor whether to declare a state of emergency.

2. State

The mission for the Mississippi Emergency Management Agency is to ensure that the public is educated on what disaster or emergencies may occur and how to best protect themselves and their property. This is accomplished through public awareness campaigns, tours of the State EOC, public speaking engagements and public relations materials that include public service announcements, news releases, the agency's website, social media and printed handout materials.

A top priority for the Mississippi Emergency Management Agency is building a new "Culture of Preparedness," to ensure that every Mississippian is prepared for any type of disaster, whether natural or man-made. Preparedness begins with individuals and families, but a key component is for communities to come together and help one another prepare. MEMA encourages every family to have a fully-stocked disaster supply kit, and also have a home evacuation plan. Detailed information for individuals, families, and community preparedness are located on the MEMA website www.msema.org under "be prepared."

The State's policy is that all emergency management functions be coordinated to the maximum extent with comparable functions of the federal government [MS Code Ann. § 33-15-(3) (b) (1972)].

When the Governor declares an emergency the full resources of State government, as directed by MEMA, shall be made available to provide assistance to local governments, or to otherwise fulfill state responsibilities.

MEMA is authorized to request other State of Mississippi agencies to complete various tasks as appropriate for effective emergency management as defined in [MS Code Ann. § 33-15-11(1972)].

Resources will be requested by local government or state agencies in WebEOC[®] and tasked by the Logistics Chief or designee to the affected area (see ESF #7 and Logistics Management Annex). The Resources Unit, within the SEOC Plans Section, will track personnel only deployed in support of response efforts.

If the state becomes overwhelmed and federal assistance is needed, the Governor may proclaim a state of emergency [MS Code Ann. § 33-15-11(b) (16) (1972)], implement the state CEMP and request federal assistance in one of two forms:

- A request is made to the Regional Director of FEMA for implementation of the NRF to provide immediate response and early recovery assistance. This request for the NRF may or may not be preliminary to a request for the President to declare either an emergency or a full scale major disaster.
- A request is made to the President through FEMA to declare either an emergency or a major disaster for specific areas (counties).

The request to the President to declare either an emergency or major disaster is prepared as follows:

- MEMA prepares the request for a Presidential Declaration and submits it to the Governor for signature.
- After the Governor signs the request, it is forwarded to the Regional Director of FEMA, who forwards it to the Administrator of FEMA, who then forwards it to the President.

If the Governor requests and receives a Presidential Declaration of an emergency or major disaster, state and federal personnel are appointed to coordinate the joint process in the Joint Field Office (JFO).

The MEMA Executive Director, unless otherwise directed by the Governor, serves as the Governor's Authorized Representative (GAR) to sign legal documents. The GAR authorizes all state requests for federal assistance and obligates the state for its matching share (25 percent, or less, depending on the federal-state agreement) of total approved costs. The MEMA Executive Director or designee normally serves as both the State Coordinating Officer (SCO) to coordinate response and recovery activities and as the alternate GAR.

3. Federal

Should an incident be catastrophic (i.e., of such severity and magnitude to require immediate federal assistance without delay), FEMA will initiate the preliminary process to implement assistance as outlined in the Robert T. Stafford Disaster Relief and Emergency Assistance Act.

FEMA will coordinate the dispatch of a federal interagency Incident Management Assistance Team (IMAT) to the SEOC to monitor and evaluate the development and impact of the incident. Depending upon the severity of the incident, representatives of designated ESFs, both state and federal, follow the federal IMAT to coordinate activation of each ESF, as needed. Federal agencies supporting each ESF assume a close working relationship with the state agency having primary responsibility for that function. The state maintains the primary responsibility for response and recovery functions while federal counterparts coordinate for federal resource support. Federal government representatives assigned the lead of ESFs are

requested to be present at the Mississippi SEOC or JFO and to be seated side-by-side with state leaders for corresponding ESFs.

FEMA may dispatch a Regional IMAT, consisting of regional-level staff, as a first deployment to the field in response to a disaster incident.

When resources of the FEMA Region have been, or expect to be, overwhelmed in the event of a catastrophic incident, FEMA will dispatch a National IMAT.

If an incident is thought to be an act of terrorism, the Secretary of Department of Homeland Security will, in consultation with other federal departments and agencies as appropriate, provide coordination for federal operations and/or resources and conduct ongoing communications with the State of Mississippi to maintain situational awareness, analyze threats, assess national implications of threat and operational response activities and coordinate threat or incident response activities with the State of Mississippi.

4. Local, State, and Federal Relationship - Special Needs Population

Forrest County recognizes that throughout all mission areas and phases of emergency management the local, State, and Federal government must take into account the needs of the whole community. Forrest County adheres to FEMA: IV. “Non-Discrimination Principles of the Law” which require equal access for, and prohibit discrimination against, people with disabilities in all aspects of emergency planning, response, and recovery. There will be no discrimination on grounds of race, color, religion, nationality, sex, age, handicap, language, or economic status in the execution of disaster preparedness or disaster relief and assistance functions. This policy applies equally to all levels of government, contractors, and labor unions. Consumer complaints pertaining to alleged unfair or illegal business practices during the emergency will be referred to the State Attorney General’s Consumer Protection Division.

Specific members of the population of special interest are:

a. Populations with Access and Functional Needs

According to the 2020 American Community Survey (1-year Estimates) there are approximately 15,917 or 20% of Forrest County’s population who are disabled. (Source: <http://factfinder2.census.gov>)

Populations with access and functional needs may include those members of the community who:

- Have disabilities
- Live in institutionalized settings
- Are elderly

- Are children
- Are from diverse cultures
- Have limited English proficiency or are non-English speaking
- Are transportation disadvantaged

These members of the community may have needs before, during and after an incident in access and functional areas, including but not limited to: maintaining independence, communication, transportation, supervision, and medical care.

When considering this population and others who are at-risk, emergency management plans should take into account the following:

- Communications and Public Information - Emergency notification systems must be accessible to ensure effective communication for people who are deaf/hard of hearing, blind/low vision, or deaf/blind.
- Evacuation and Transportation - Evacuation plans must incorporate disability and older adult transportation providers for the purpose of identifying the movement of people with mobility impairments and those with transportation disadvantages.

During State-declared catastrophic incidents, the Mississippi State Department of Health (MSDH) utilizes specialized vehicles such as ambulatory buses and wheelchair vans for affected populations with special medical needs. However, these vehicles can be used for persons with functional needs requirements as well. The vehicles are maintained at the county MSDH offices. Additionally, the Mississippi Department of Transportation (MDOT) maintains a fleet of public transit vehicles that are used on a day-to-day basis to transport the elderly and those who have transportation challenges. These vehicles will be called upon to augment ESF #6 requirements for ensuring that affected persons with functional needs and special medical needs are provided for.

- Sheltering - Care and shelter plans must address the access and functional needs of people with disabilities and older adults to allow for sheltering in general population shelters.
- Americans with Disabilities Act of 1990, As Amended -When shelter facilities are activated, the state will work with local officials to ensure they accommodate the provisions of the Americans with Disabilities Act (ADA). Refer to the ADA Checklist for Emergency Shelters, July 26, 2007, located at <http://www.ada.gov/pcatoolkit/chap7shelterchk.htm>.

- Functional Needs Support Services (FNSS) Compliance - FNSS are defined as services that enable individuals to maintain their independence in a general population shelter. All shelters must meet physical and programmatic accessibility requirements as defined by the Americans with Disabilities Act. An FNSS designation means that shelters provide a higher level of attendant care than general population shelters. Any facility designated as an approved shelter must meet minimum safety requirements. To ensure consistency with State and Federal standards, guidelines, and best practices, all shelters are required to be American Red Cross (ARC) compliant. FNSS Compliance includes:
 - a. Reasonable modifications to policies, practices, and procedures
 - b. Durable medical equipment
 - c. Consumable medical supplies
 - d. Personal assistance services
 - e. Other goods and services as needed

When local government becomes overwhelmed, MDHS will act in conjunction with the American Red Cross to meet victims' needs. Refer to www.fema.gov/iv-non-discrimination-principles-law for FNSS Guidance. For FNSS shelter guidance, refer to "Guidance on Planning for Integration of Functional Needs Support Services in General Population Shelters" November 2010.

b. At-Risk Individuals

Plans must take into account the at-risk population such as, but not limited to: the homeless, transportation disadvantaged, those without communication systems such as telephones and tourists who may not be in contact with traditional emergency service providers. These individuals may find it difficult to access and use standard resources to prepare for, respond to, and recover from disasters. Local government and its political subdivisions must include provisions in their emergency response plans that address the specific needs of these individuals during response and recovery.

As the coordinating agency for ESF #6, it is the responsibility of the MDHS local office to coordinate the facilitating of additional services in FNSS shelters. Examples of these services include but are not limited to:

- Bariatric beds and linens
- Procurement of health aids (i.e. eyeglasses, canes, oxygen tanks, etc.)
- Language interpreters
- Communications aids (i.e. brail, hearing aids, etc.)

Additional information regarding FNSS in shelters can be found in ESF #6.

III. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. Organization

Forrest County is organized into two levels of government: municipality and county. After the occurrence of emergencies or disasters, the Forrest County Board of Supervisors will assume Executive Emergency Powers of the Governor as provided under MS Code Ann. § 33-15-11(1972) and MS Code Ann. § 33-15-13(1972), otherwise cited as the *MS Emergency Management Act of 1995*.

B. Responsibilities

The intent of the Forrest County CEMP includes, but is not limited to: reducing the vulnerability of the people and property of this county; preparing for the efficient evacuation and shelter of threatened or affected persons, to include: children, individuals with disabilities and others with access and functional needs, diverse communities and people with limited English proficiency; preparing for the evacuation and shelter of threatened household pets and service animals; providing for the rapid and orderly provision of relief to persons; and coordinating activities relating to emergency prevention, protection, response, recovery, and mitigation among and between agencies and officials of this state, with similar agencies and officials of other states, local and federal governments, interstate organizations, and the private sector.

C. Local

1. It is the responsibility of Forrest County through its elected officials to establish and provide for the necessary organizational structure that will alleviate human distress and return the community to normal as soon as possible after a major emergency or disaster. To accomplish these goals, it is imperative that effective planning be accomplished.
2. Powers, rights, duties, functions, and privileges are exercised by the County Board of Supervisors and by the Mayors and governing boards of all municipalities.
3. *The Emergency Management Act of 1995* requires each county operating individually or jointly, to establish and maintain a local emergency management organization. Local officials will appoint a local Emergency Management Coordinator or official who will have direct responsibility for the organization, administration and operation of a local organization for emergency management, subject to the direction and control of local officials.
4. **As stated in Title 33, Chapter 15 Mississippi Code of 1972, Annotated**, each county will develop an emergency management plan and program that is coordinated and consistent with Mississippi's CEMP.

5. Incident management activities shall be initiated and conducted using the NIMS command and management principles. In accordance with NIMS requirements, the ICS will be used as the on-scene incident management system.
6. Local CEMPs should be prepared and revised annually to reflect any local, tribal, State, or Federal changes. MEMA will schedule a two-year review and assist the counties in a rewrite every five years. (See § 33-15-14 of the MS Emergency Management Law Preparation and maintenance of state comprehensive emergency management plan.)
7. Local plans should be tested and exercised annually to ensure they are adequate and represent the current level of local capability to respond to and recover from a disaster or emergency. These plans must also be compatible with the State's CEMP and provide guidance and operating procedures to apply for supplemental state and federal assistance after local resources are committed or exhausted.
8. **All local personnel that are funded through the Emergency Management Performance Grant (EMPG) must participate in at least one exercise annually. Additionally, completion of certain NIMS and professional development courses is required (or must meet current FEMA guidelines).**
9. Agencies of local governments are assigned responsibilities and specific tasks by the local governing body according to their capabilities. They are responsible for initial response and relief efforts and for advising their government officials when assistance is needed.
10. The President of the Board of Supervisors is the primary official responsible for action of county government. The Mayor is the Chief Executive Officer responsible for actions of municipal government. County and city governing authorities are authorized to:
 - Assign and make available employees, property, and equipment for emergency operations
 - Establish a local EOC and secondary control centers to serve as emergency command posts
 - If warranted, proclaim a local emergency to exist upon the occurrence or imminent threat of a natural disaster
 - Activate local plans and appropriate MAAs
 - Prepare and submit requests for state assistance through the counties

- Accept services, equipment, supplies, or funds by gifts, grant, or loan from the State or Federal government or any person, firm, or corporation
 - Organize and staff emergency preparedness entities for the purpose of coordinating and managing disaster response and recovery
11. In case of an emergency/disaster situation, the impacted counties/municipalities will be responsible for the following:
- Coordinating the emergency response effort within their political jurisdictions (county and municipalities)
 - Providing regular situational updates to MEMA
 - Directing local evacuations, coordinating shelter activation and requesting outside assistance when necessary
 - Activating MAAs and/or SMAC with neighboring counties and among municipalities within the county
 - Proclaiming a local state of emergency and making a formal request for state assistance
 - Designating local public information officers (PIOs) for coordination with the Joint Information Center (JIC)
 - Documenting all requests for resources and assistance using WebEOC® (if the electronic connectivity is available during and following the incident)

Protective actions, such as evacuation and re-entry, are local in scope. In such cases, emergency preparation and response activities for an area are coordinated and administered by county officials, using local resources in accordance with county policies and plans.

12. Section 17-7-1 of the Mississippi Code provides for relocation of the center of local government in an emergency.

The Forrest County Emergency Management Director, along with elected officials, is responsible for all policy level decisions in disaster situations. (In the absence of an appointed Emergency Management Director, responsibility for this function will revert to the Deputy Director or County Administrator.)

COOP/COG actions at local levels will be initiated and implemented in close collaboration with MEMA. It is the responsibility of every local government to develop a functional COOP/COG plan.

Continuity of Government

1. Forrest County
 - a) President of the Board of Supervisors
 - b) Vice President
 - c) Board Members in order of Seniority
 - d) County Administrator
2. Cities of Hattiesburg and Petal
 - a) Mayor
 - b) Vice-Mayor
 - c) Board of Alderman
3. Forrest County Emergency Management Agency
 - a) Emergency Management Director
 - b) Designee

D. State

1. State Government

- a. The Governor is responsible for declaring that a state of emergency exists and at such time, directs all available state and local resources, as reasonably necessary, to cope with the disaster utilizing NIMS/ICS doctrine. This includes the designation of an “Emergency Impact Area”, transfer and direction of personnel or functions of state agencies or units for the purpose of performing or facilitating disaster services and designation of a state level Incident Commander (IC) as needed.
- b. The State of Mississippi is responsible for providing assistance to any political subdivision within the state that requests emergency or disaster assistance. The MEMA Executive Director shall coordinate and cooperate with the President and other federal officials as well as review and execute intrastate and interstate MAAs and compacts (EMAC/SMAC).
- c. During a declared emergency period, the state may take any action authorized under the provisions of the law without regard to a particular order, rule, or regulation of a state agency, if such action is necessary to protect the safety and welfare of the inhabitants of this state.

- d. Protection, prevention, response, and recovery efforts for all threats or acts of terrorism within the state, regardless of whether they are deemed credible and/or whether they escalate to a higher level, are coordinated with the Mississippi Department of Public Safety (DPS) and Mississippi Office of Homeland Security (MOHS) as referenced in the Terrorism Incident Annex of the Mississippi CEMP.

2. Mississippi Emergency Management Agency (MEMA)

- a. MEMA, with its Executive Director and staff, is authorized by MS Code Ann. § 33-15-7(1972). MEMA has responsibility for the coordination of all state emergency management activities.
- b. MEMA operates as the 24-hour state warning point. (Refer to ESF #2 - Communications and the MEMA Communications Standard Operating Guidelines (SOG) for additional information).
- c. In the event an emergency or disaster situation develops within the state, the MEMA Executive Director shall activate the SEOC which will be staffed at the appropriate level throughout the duration of the situation.
- d. MEMA will coordinate resources in the field.
- e. MEMA can serve as liaison between local government and other State of Mississippi agencies.

3. Other State Agencies

- a. Per the Emergency Management Law, responsibilities have been assigned to various state agencies listed in this plan's ESFs and Support and Incident Annexes. Agencies assigned the primary role are responsible for performing special emergency support functions.
- b. These agencies have been determined to have the appropriate resources and day-to-day operational expertise to provide guidance and leadership for supporting MEMA and local units of government. Agencies assigned supporting roles are responsible for supporting primary agencies with resources and personnel.
- c. State agencies assigned primary and supporting roles in this plan are responsible for planning and preparing in the pre-emergency period to ensure capabilities exist to effectively carry out their emergency responsibilities and for ensuring rapid response should their assistance be required elsewhere in the state. Planning and preparation responsibilities include, but are not limited to: annual revisions and updates as required of their respective ESFs, developing detailed SOPs, checklists, and an alert

and notification system for key personnel whose services will be required immediately upon implementation of this plan [MS Code Ann. § 33-15-14(2)(a)(viii)(1972)].

- d. In addition to primary and support duties, other additional tasks may be assigned by MEMA to state agencies based on the existing need. As provided in [MS Code Ann. § 33-15-11(1972)], all departments, agencies, offices and institutions of the state not assigned emergency responsibilities shall make their resources available in support of the emergency management program.
- e. Chief executives of the agencies shall designate agency representatives and key decision makers to be present at the county EOC until emergency operations return to manageable levels.
- f. Chief executives of the agencies shall designate PIOs to the JIC.

4. Continuity of Operations Plan (COOP)/Continuity of Government (COG)

Section § 17-7-1 of the Mississippi Code, “Removal of sites of government in emergency resulting from natural, disaster, enemy attacks, etc.”, provides for relocation of the center of State government in an emergency.

- Whenever, due to an emergency resulting from a natural disaster, the effects of enemy attack, or the anticipated effects of a threatened enemy attack, it becomes imprudent, inexpedient or impossible to conduct the affairs of municipal and county governments or any subdivisions thereof at the regular or usual place or places thereof, the governing body of each political subdivision of this state may meet at any place within or without the territorial limits of such political subdivision on the call of the presiding officer or any two (2) members of such governing body, and shall proceed to establish and designate by ordinance, resolution or other manner, alternate or substitute sites or places as the emergency temporary location, or locations, of government where all, or any part, of the public business may be transacted and conducted during the emergency situation. Such sites or places may be within or without the territorial limits of such political subdivision and may be within or without this state.

The MEMA Executive Director, along with the Governor, is responsible for all policy level decisions in disaster situations. In the absence of an appointed Emergency Management Director, responsibility for this function will revert to the MEMA Chief of Staff or the Deputy Director(s).

COOP actions at the state level will be initiated and implemented in close collaboration with the Office of the Governor. It is the responsibility of every state government to develop a functional continuity plan.

a. Lines of Succession

Formally defined lines of succession are of primary importance to protecting and preserving constitutional government. Interim successors are authorized to exercise all the powers and discharge all the duties of their office during an emergency in which they become successor. A minimum of three successors is recommended for each branch. Lines of succession are found in each agency's continuity plan. Both documents found under separate cover.

To ensure rapid response to any emergency situation or disaster requiring COOP implementation, pre-delegated authorities for making policy determinations and decisions are given to the Executive Director/designee of MEMA.

In the event of an act of terrorism or threat(s) of violence the MOHS shall be the lead investigative agency with direct report to the Office of the Governor as outlined in State Statute (Codes, 1942 3980.5; Laws, 1947, 2nd Ex. Ch.2, 1-4).

E. Federal

When an incident occurs that exceeds or is anticipated to exceed state, tribal, or local resources, as outlined in the NRF, the Federal government will provide resources and capabilities to support the state response.

F. Tribal

The Tribal leader for the Mississippi Band of Choctaw Indians (MBCI) is responsible for the public safety and welfare of the people of that tribe. As authorized by tribal government, the tribal leader is responsible for coordinating tribal resources needed to prevent, protect against, respond to, and recover from incidents of all types. For certain types of federal assistance, tribal governments work with the state, but as sovereign entities they can elect to deal directly with the Federal government for other types of assistance. (See "FEMA Tribal Policy, www.fema.gov/tribal-policy). In order to obtain federal assistance via the Stafford Act, a state Governor must request a Presidential declaration on behalf of a tribe.

The MBCI maintains a CEMP for their tribe that provides a framework for responding to incidents that occur within their borders and on their properties.

G. Private Sector and Non-Governmental Organizations (NGOs)

The private sector and NGOs contribute to response efforts through engaged partnerships with each level of government. The protection of critical infrastructure and the ability to rapidly restore normal commercial activities can mitigate the impact of an incident, improve the quality of life of individuals, and accelerate the pace of recovery for communities and the nation. NGOs provide sheltering, emergency food supplies, and other vital support services.

1. Personal Preparedness

The residents of Forrest County are the primary beneficiaries of the county's emergency management system. At the same time, residents play an important role in emergency management by ensuring that they and their families are prepared for disasters.

Before an emergency, residents can assist the emergency management effort by taking first aid training, maintaining supplies and being prepared to evacuate or shelter in-place for several days. Many residents join disaster volunteer programs and remain ready to volunteer or support emergency response and recovery efforts. During an emergency, residents should monitor emergency communications and carefully follow directions from authorities. By being prepared, residents can better serve their family, their community and reduce demands on first responders.

Many local government agencies, particularly county offices of emergency services, have individual, family and community preparedness initiatives. At the county level, Forrest County promotes individual and community preparedness and offers information for preparing for various disasters. Information can be found at <http://forresteoc.com/>, and various social media outlets. Other agencies in the county also provide information and tools to support individual and community emergency planning and matching volunteers to volunteer opportunities they are American Red Cross, Salvation Army, Volunteer Hattiesburg, and the R3SM community based recovery group.

2. Public - Private Partnerships

The private sector provides valuable assistance and resources to support emergency response and recovery activities. To support coordination and response between government and the private sector, Forrest County is currently working to secure agreements between local agencies and nonprofit and private sector resources that can be called upon during an emergency.

Much of the private sector includes businesses. The majority of the county's critical infrastructure is owned or maintained by businesses and must be protected during a response to ensure a quick and complete recovery from an emergency. These same businesses provide valuable resources before, during and after an emergency and play a critical role in meeting the needs of those impacted by an emergency. Businesses are encouraged to develop a comprehensive business emergency plan which can assist the business and the community at-large to better ensure the protection of vital resources.

3. Voluntary Organizations

Forrest County recognizes the value and importance of organizations which perform voluntary services in the community. When a disaster threatens or strikes, these organizations are often among the first on the scene. They have resources that augment emergency response and recovery efforts. Many are trained in various areas of emergency management. Services which they provide most often address basic human needs which

enable affected individuals to resume normal daily activities. These services include, but are not limited to: shelter, food, clothing, spiritual support, health, and mental health services. Refer to the Volunteer Support Annex, ESF #6, ESF #11, and ESF #14 for more information.

IV. DIRECTION, CONTROL and COORDINATION

The President of the Board of Supervisors or his/her designee is responsible for coordinating Forrest County's response to an incident.

A. Forrest County Emergency Operations Center (EOC)

1. The Forrest County EOC is located at 4080 Hwy 11 Hattiesburg, MS 39402. Alternate EOC location is The Emergency Management District Training Facility.
2. Whenever the Forrest County EOC is activated at a Level III or higher, Forrest county staff is assigned the lead of ESF #2, ESF #5, ESF #9, ESF #14 and ESF #15 activities and to support other ESFs that have been activated. The staff in the EOC is comprised as specified in the EOC's SOG located under separate cover.
3. Emergency Coordinating Officers (ECOs) from the local agencies/departments involved in the response will join the Forrest county staff in the EOC until emergency operations return to manageable levels. ECOs from local agencies, private volunteer agencies and private nonprofit organizations are assigned to ESFs.
4. Depending upon the severity and magnitude of the emergency, the EOC may be activated either partially or fully to support the accomplishment of the activities needed, at the appropriate level described below:

- a. LEVEL-I - Any disaster or emergency that requires full county response where the local governments clearly are overwhelmed. The EOC shall be fully operational with 24-hour staffing by all county ESFs. The MS IMAT could be deployed forward to the area of operations with resource support, direction and control from the SEOC.

Note: This level corresponds with FEMA Regional Response Coordination Center (RRCC) Level I: Massive - An event/incident involving massive levels of damage, with severe impact or multi-state scope. This level will result in a Presidential disaster declaration, with major federal involvement and full engagement of federal regional and national resources.

- b. LEVEL-II - Involves an emergency or disaster that requires full county response and possible state response and recovery assistance. The EOC shall be fully operational on a continual 24-hour basis with staffing from all county ESFs. The

MS IMAT could be deployed forward to the area of operations with resource support, direction and control from the SEOC.

Note: This level corresponds with FEMA RRCC Level II: Moderate - An event/incident involving moderate levels of damage which will likely result in a major Presidential disaster declaration, with moderate federal assistance.

- c. LEVEL-III - Involves any emergency or pending disaster that is likely to require the involvement of several ESFs. All primary and support agencies shall be alerted and the EOC staffed with Forrest County and essential ESF personnel.

Note: This level corresponds with RRCC Level III: Minor - An event/incident involving minor to average levels of damage, which may result in a Presidential declaration of an emergency or disaster. Some federal involvement may be requested by state or local jurisdictions and the request will be met by existing federal regional resources.

- d. LEVEL-IV - Normal day-to-day operational activities. Involves any incident that does not exceed the capabilities of local government or results in minimal requirements for state level assistance. Only those agencies or ESFs with normal day-to-day emergency service responsibilities or regulatory requirements for the incident will be notified by Forrest County EMA. Full SEOC activation is not expected.

B. Mississippi Incident Management Assistance Team (MS IMAT) Operations

- 1. If conditions warrant mobilization and deployment of the MS IMAT, the MEMA Bureau of Field Services Director or designee will serve as the MS IMAT Leader.
 - a. The MS IMAT is composed of representatives from MEMA, other state agencies and local personnel as needed for incident response and liaison. MS IMAT members and deployment guidelines are located in the MS IMAT SOG under separate cover.
 - b. For earthquake response, the MS IMAT will deploy to the State Earthquake Support Center (SESC) at the Mississippi National Guard facility at Camp McCain, Elliott, MS (Grenada County).
 - c. For hurricane operations, the MS IMAT will deploy to the State Hurricane Support Center (SHSC) at the Air National Guard Combat Readiness Training Center (CRTC), Gulfport, MS. Camp Shelby may be used as a staging area prior to final deployment to the CRTC.
- 2. The MS IMAT mission includes, but is not limited to, the following tasks:

- a. Equip the SHSC or SESC for operational readiness.
- b. Establish a capable state response presence in the disaster area.
- c. Become local government's point of contact for state assistance.
- d. Provide disaster intelligence to SEOC and ESF counterparts.
- e. Coordinate the use of available disaster area resources.
- f. Prioritize specific action to reduce life-threatening conditions.
- g. Channel local unmet resource needs to the SEOC.

C. Mobile Operations Center (Command Trailer)

- 1. The Command Trailer is our self-contained response/communications motor vehicle that may be deployed with ESF personnel to support local operations at or near a forward site.
- 2. The Command Trailer is equipped with mobile data connectivity, radio, and satellite communications services.
- 3. Other Local agencies possess mobile equipment similar to the Command Trailer that may also be utilized in field operations.

D. Joint Field Office (JFO) Operations

- 1. A JFO will be the primary field location near the impacted area for the purpose of conducting and coordinating response and recovery operations between FEMA and the state. The JFO will provide housing of offices for the Governor's Authorized Representative (GAR), State Coordinating Officer (SCO), MS IMAT Leader, Federal Coordinating Officer (FCO) and the State Response and Recovery Branch. State and federal ESF counterparts are located together for ease of communications during the operation.
- 2. The JFO will be established during the recovery phase of an incident and will remain operational for as long as necessary.
- 3. During or following disasters, additional personnel will be required to conduct damage assessments and to provide public assistance (PA) and individual assistance (IA) to the state and local governments and other qualified applicants.

E. Disaster Recovery Center (DRC)

A DRC is a facility established in, or in close proximity to, the community affected by the disaster where persons can meet face-to-face with represented federal, state, local, and volunteer agencies to:

- Discuss their disaster-related needs
- Obtain information about disaster assistance programs
- Register for disaster assistance via telephone
- Update registration information
- Learn about measures for rebuilding that can eliminate or reduce the risk of future loss
- Request the status of their application for assistance
- Complete the Small Business Administration (SBA) loan application

F. Recovery Operations

1. The recovery process will be implemented from two different locations: the Forrest County EOC and DRCs. The latter is a field location.
2. The President of the Board of Supervisors is responsible for the commitment of all county resources and for coordinating all disaster recovery efforts between the municipalities and the County.
 - a. Short-term recovery goals should allow for:
 - Identifying essential records, vital systems, and operations
 - Establishing priorities for reinstatement of systems and operations
 - Establishing maximum acceptable downtime before reinstatement to an acceptable system and operational level
 - Identifying minimum resources needed to recover business operations.
 - b. Long-term recovery goals should consider:

- Strategic planning, to include budgeting for structural and non-structural repairs
- Development and implementation of mitigation goals and activities
- Management and coordination of recovery activities
- Management of fiscal operations and recovery funding
- Management of volunteer, contractual, mutual aid, and agency resources.

G. Alert, Notification and Warning

Alert, notification and warning will deliver coordinated, prompt, reliable, and actionable information to the whole community through the use of clear, consistent, accessible, and culturally and linguistically appropriate methods to effectively relay information regarding any threat or hazard, as well as the actions being taken and the assistance being made available, as appropriate.

1. Alert

- a. Involves procedures within an organization for advising key personnel and emergency operating staff of situations that may require future actions.
- b. All agencies/departments involved in emergency and disaster response will maintain call lists and procedures for alerting officials within the organization of potential or actual situations in which assistance may be required. The call lists shall be reviewed and updated biannually.

2. Notification

- a. Notification procedures are contained in the The Emergency Management SOP included in the Support Annexes
- b. Emergency notification systems must be accessible to ensure effective communication for people who are deaf/hard of hearing, blind/low vision, or deaf/blind.

3. Warning

- a. Involves forecasting or predicting natural, technological, or man-made incidents that could result in loss of life, hardship and suffering, or extensive property damage.
- b. Natural hazards, such as floods, hurricanes, tornadoes, severe storms, and winter storms, usually allow more timely warning. But some natural, technological, and man-

made hazards strike with little or no warning. These include earthquakes, accidents at fixed nuclear facilities, hazardous materials incidents, transportation accidents, enemy attack, and terrorism.

- c. Local authorities disseminate warnings of potential or actual disasters to the general public.
- d. Forrest County EMA will coordinate with all appropriate departments/agencies and organizations to ensure timely warning readiness in case of a man-made, natural disaster, or emergency and will initiate actions to warn citizens by all means necessary.
- e. Forrest County will prepare plans and procedures for activation of local warnings utilizing all available systems and networks. Personnel and facilities shall be trained and organized to provide warning capability on a 24-hour-a-day basis.

H. Evacuation

- 1. Evacuation is an action that is implemented by local government. It is an organized, phased and supervised dispersal of residents and others from dangerous or potentially dangerous areas.
- 2. Where lives are endangered, protective action recommendations are issued by the appropriate local government officials. County evacuation plans must be coordinated by county government and must be in accordance with state plans.
- 3. Some disasters provide enough time for warning to allow for an orderly, well-planned evacuation. Other disasters do not allow for sufficient warning or preparation for evacuation.
- 4. Evacuation plans must consider the movement of residents and others with mobility impairments and those with transportation disadvantages.
- 5. Shelters and mass feeding sites will be available for evacuees working in conjunction with local government and volunteer organizations. When shelter facilities are activated, the county will work with state officials to ensure they accommodate the provisions of the Americans with Disabilities Act (ADA) and are compliant with Functional Needs Support Services. Care and shelter plans will address the access and functional needs of people with disabilities and older adults to allow for sheltering in general population shelters, which includes household pets and service animals.
- 6. ESF #6 will coordinate all local efforts to provide sheltering and temporary housing, feeding, and other human needs following a catastrophic earthquake, hurricane, or other

significant disaster requiring state mass care assistance. Specific types of shelters and shelter resource requirements are outlined in this ESF.

7. Evacuation and shelter instructions will be issued to the broadcast media through the Public Broadcasting System. Hurricane evacuation routes are marked with transportation route signs. These signs may contain radio frequencies for Mississippi Public Broadcasting's radio stations.
8. Local government will coordinate the evacuation requirements with MEMA prior to, during, and following a disaster. This includes, but is not limited to: timeliness of evacuation, initiating evacuation procedures, issuing joint public information statements, and determining evacuation routes and shelter locations. Types of evacuations include:

- a. Spontaneous Evacuation

Some residents or others in the threatened areas may observe an emergency incident or receive unofficial word of an actual or perceived threat and, without receiving instructions to do so, elect to evacuate the area. Their methods of movement and direction of travel is unorganized and unsupervised.

- b. Voluntary Evacuation

This is a warning to residents or others within a designated area that a threat to life and property exists or is likely to exist in the immediate future. Individuals issued this type of warning or orders are not required to evacuate; however, it would be to their advantage to do so.

- c. Mandatory or Directed Evacuation

This is a warning to residents or others within the designated area that an imminent threat to life and property exists and individuals must evacuate in accordance with the instructions of local officials.

9. It will be the responsibility of the individual to make arrangements for transporting family and personal belongings whenever evacuation is performed. Persons who are physically or financially unable to carry out the recommendations of local governments should inform the appropriate authorities in order to take advantage of local operating procedures and plans for persons with special needs.
10. The Forrest County EOC shall be prepared to assist cities and municipalities, as requested, with resources to effectively and timely evacuate residents and others with special needs from harm's way. The following local and state agencies will support the evacuation process as outlined

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- a. Forrest County Board of Supervisors/ County Road Department/ MDOT - The Forrest County Board of Supervisors and County Road Department will work in conjunction with the Mississippi Department of Transportation to ensure routes are prepared in advance of the notification/warning for safe and efficient flow. Position message boards and resources to help facilitate warnings on routes and exchanges.
 - b. Forrest County Sheriff's Office/MDPS - Forrest County Sheriff's Office working in conjunction with the Mississippi Department of Public Safety, will utilize resources from all local and state agencies with law enforcement responsibilities to provide law enforcement personnel to assist with route patrol, security and escort of buses for mass evacuation (i.e. public transit buses).
 - c. Forrest County School Board/MDE - Forrest County School Board working in conjunction with the Mississippi Department of Education will coordinate with local school districts outside the disaster area to provide school bus equipment, as feasible, to support emergency transportation to reception centers and shelter sites.
11. Following a disaster, state and local authorities will jointly decide when it is safe for residents and others to return to their homes and businesses. Information will be broadcast to the public to facilitate and control the re-entry.

V. INFORMATION COLLECTION, ANALYSIS AND DISSEMINATION

Information collection, analysis, and dissemination are essential to avoid or minimize loss of life and property. The Forrest County E-911PSAPS located at the Forrest County Sheriff's Office, Hattiesburg Police Department, Petal Police Department, The University of Southern Mississippi, and AAA Ambulance (Medical Calls) are the designated 24 hour warning points for Forrest County operating 24 hours a day, seven days a week.

The Emergency Management District of Forrest County monitors, collects, and analyzes essential disaster information specifically as it relates to natural and man-made incidents throughout the county from various sources such as MEMA, NWS and MDPS. This information is utilized to alert citizens and local officials if a disaster is imminent or has occurred.

The information can be disseminated and communicated both manually and electronically through the following mechanisms:

- WebEOC® - Forrest County utilizes an electronic web based means of communication between Forrest County EMA and the SEOC. WebEOC® allows for continual communication of the ongoing situation and provides a means for the affected counties to request resources and monitor events taking place outside of their jurisdiction.

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- Disaster Reports (DR) - Initial disaster reports (DR) provide initial damage assessments or current situations. DRs may be forwarded to the SEOC via WebEOC[®], e-mail, facsimile, the assigned MEMA Area Coordinator or the MS IMAT as a hardcopy.
- Facsimile - Allows copies of current situational status to be forwarded for collection by the Plans Section.
- Situation Reports (SITREPs) - May be forwarded via WebEOC[®], e-mail, facsimile, the assigned MEMA Area Coordinator or the MS IMAT.

When a disaster is imminent or has occurred, providing emergency information to the public and all levels of government is essential. MEMA dispatches Area Coordinators (ACs) to the county or counties threatened by or experiencing an emergency or disaster. The AC is responsible for assisting the counties in providing an on-going assessment of the situation, technical assistance, and coordinating local recommendations or resource requests to the SEOC. The information provided by the counties through the ACs will be incorporated in SITREPs and will be used to develop objectives for incident.

The ACs also assist counties in completing a disaster impact assessment to determine the necessary state response following any major or catastrophic disaster. One or more ACs may be deployed to evaluate immediate needs and report the findings to the SEOC. The MS IMAT, typically consisting of state personnel including area coordinators, will evaluate immediate victim needs (food, water, medical, shelter, etc.) and any impact to infrastructure (utilities, communications, transportation, etc.).

In the event the SEOC is not activated at the time of the disaster, information will be received from sources throughout the state via the SWP. The communications staff, in accordance with its internal SOG notifies the operational officer on duty. The Office of Response will notify state agencies, ESFs, and volunteer groups as required for further actions.

MEMA will activate the JIC to facilitate the flow of information and will utilize PIOs from other state agencies to support this function. Specific public information functions and program detail are outlined in ESF #15 and External Affairs SOG.

VI. COMMUNICATIONS

A. Local Warning Point

Forrest County operates several 24-hour emergency communication centers located at Forrest County Sheriff's Office, Hattiesburg Police Department, Petal Police Department, The University of Southern Mississippi, and AAA Ambulance (Medical Calls). They serve as the points to receive and disseminate information and warnings to governmental officials at all levels that a hazardous situation could threaten the general welfare, health, safety and/or property of the county's population.

B. Specialized Warning Point Communications Capabilities

Specialized warning point communication capabilities include:

- EOC telephone system
- Mississippi Wireless Integrated Network (MSWIN)
- Satellite phones
- Cellular phones
- Emergency Alert System (EAS)
- WebEOC®

C. Information Flow

At the Forrest County EOC disaster and non-disaster information will flow internally among various sources. Information received is disseminated and acted upon in accordance with the Communications SOG and ESF #2 guidance.

D. Communications Within A Disaster Area

Communications within the disaster area will require re-establishment or augmentation to provide verbal exchange between the local and state disaster officials. Assistance can be provided with the deployment of MEMA's MOBOPS.

E. Other Communications Augmentation Capabilities

Virtual-public activities, industry, commercial firms and amateur radio operators are capable of augmenting established communications systems.

F. Communications Maintenance

Agreements and contracts will be made to ensure equipment and system maintenance on a 24-hour-a-day basis. Alternate warning systems will be maintained and tested for use in the event

that the existing primary system is damaged and rendered inoperable. Maintenance and testing of all warning equipment is the responsibility of The Emergency Management District.

G. Back-up Communications Centers

- Forrest County EOC
- Mobile Command
- Forrest County SO
- Hattiesburg PD
- Petal PD
- AAA Ambulance Service

VII. ADMINISTRATION, FINANCE, and LOGISTICS

The Forrest County EMA Director, Deputy Director, and Administrative personnel are responsible for providing administrative, financial, and logistical support to the county EOC and its staff. Support includes, but is not limited to: supplying secretarial assistance and office equipment and supplies, arranging for feeding and sleeping accommodations, and providing other support as may be required to ensure a continuing long-term response and recovery operation.

A. Administration

County and city department heads as well as local elected officials are responsible for submission of reports involving their agency's response to an incident to The Emergency Management District.

Records and reports will be handled in the following manner:

- Heads of local agencies are responsible for submission of reports involving their agencies' response to an incident to the Forrest County EOC.
- Standard approved and accepted records of expenditures and obligations in emergency operations must be maintained by all local and state government entities employing their own bookkeeping procedures.
- All local and state government entities must meet all applicable local, state, federal, and special audit requirements.
- To supplement written records, local and State government entities are encouraged to maintain narrative and log type records of response actions as well as photographs and videos of "untouched damage."

- MEMA will request reports from private relief agencies and other non-governmental organizations, when deemed necessary.
- Responsibility of submitting local government reports to the SEOC rests with the local chief executive through the local emergency management director who may delegate this function to the local government administrative or operations group.
- Local governments and state agencies will make reports to the SEOC by the most practical means, which include but are not limited to: Internet, telephone, or facsimile. Delivery of required reports will be supported by mail or hand delivered copy as needed.
- Damage reports (Initial, Situation, Damage Impact and Assessment and other follow-up reports as prescribed) are to be submitted to MEMA in accordance with the schedule of requirements for disaster reports.
- Other reports, either required or requested, will be submitted in accordance with established procedures for specific reports (Refer to ESF #5 for general reporting).
- Each agency or department is responsible for maintaining and recording documents affecting the organization and legal administration of emergency management functions. It is further the responsibility of local officials to ensure that all records are secure and protected from damage or destruction at all times.
- Local emergency operations plans must include provisions for protecting and preserving all legal documents of both a public and private nature in accordance with applicable state and local laws. This responsibility lies with county chancery clerk's offices and all other city and/ or town clerks as applicable.
- The State Historic Preservation Officer (SHPO) will be notified when the Governor declares that a state of emergency exists as the result of a disaster. The State Coordinating Officer (SCO) will consult with the SHPO concerning existing historic properties within the designated disaster area.

B. Finance

It is imperative that all jurisdictions or agencies receiving state or federal funding maintain adequate records, documentation, and accounting procedures due to the fact that all Public Assistance funding provided is subject to both state and federal audits.

C. Logistics

Forrest County is responsible for planning, coordinating, and managing the resource support needed in ESF #7. Equipment, supplies and personnel will first be addressed through existing support agencies' resources and local sources outside the impacted area. Additional support will be obtained through commercial sources. Resources outside disaster areas will be directed to fulfill unmet needs of local governments. Resources potentially could include staff, emergency relief supplies, shelters, office space, office equipment, office supplies,

telecommunications support, space for warehousing, mobilization center, staging area (SA), forward MS IMAT, and contracting services required to support immediate response activities. Resources are managed through the use of WebEOC[®] software maintained by MEMA.

All resource acquisition, deployment and management will be coordinated to obtain the maximum benefit possible in accordance with ESF #7 Logistics Management and Resource Support.

MAAs and memoranda of understanding (MOU) are essential components of emergency management planning, response, and recovery activities. These agreements provide reciprocal emergency aid and assistance during an emergency or disaster. They can increase available resources and improve response and recovery efforts. These agreements may occur intrastate or interstate.

1. Mutual Aid Agreements (MAAs) - Intrastate

MS Code Ann. § 33-15-19 (a) (1972), as amended, authorizes the state and its political subdivisions to develop and enter into MAAs for reciprocal emergency aid and assistance in case of emergencies too extensive to be dealt with unassisted.

The Statewide Mutual Aid Compact (SMAC) began in 1995 by MEMA to provide more effective use of resources in times of disaster. It provides a way for municipalities and counties to request and receive help from each other when local resources are exhausted. Most counties already have some type of MAA with their neighboring counties to provide assistance during emergencies. However, these local agreements may not be sufficient when a disaster strikes a large area. Neighboring jurisdictions may all need assistance. The SMAC provides a mechanism for assistance to come from different parts of the state. It addresses the issues of liability, compensation, direction and control in a uniform manner. SMAC allows members of the compact to have an MAA with both the state and other compact members.

When a participating government either becomes affected by or is under imminent threat of a major disaster it may request emergency-related MAA either by:

- Proclaiming a local emergency and transmitting a copy of that proclamation along with a completed Part I Identification of Need (Form REQ-A) to the participating agency or
- Orally communicating a request for mutual aid assistance to the participating government, or to MEMA, followed as soon as practicable by written confirmation of said request.

Mutual aid can be requested only when resources available within the stricken area are deemed inadequate. Municipalities must coordinate requests for state or federal assistance with their county emergency management agencies.

In order to provide the most effective mutual aid possible, the SMAC also intends to foster communications between the personnel of participating governments through visits, compilation of asset inventories, exchange of information, and development of plans and procedures.

VIII. PLAN DEVELOPMENT AND MAINTENANCE

Forrest County is responsible for maintaining a comprehensive countywide program of emergency management. The agency is responsible for coordination with the efforts of the state government, with other departments and agencies of local government, and with city and municipal governments and school boards and with non-profit organizations and private agencies that have a role in emergency management. MS Code Ann. § 33-15-14(1) (1972).

A. Plan Development

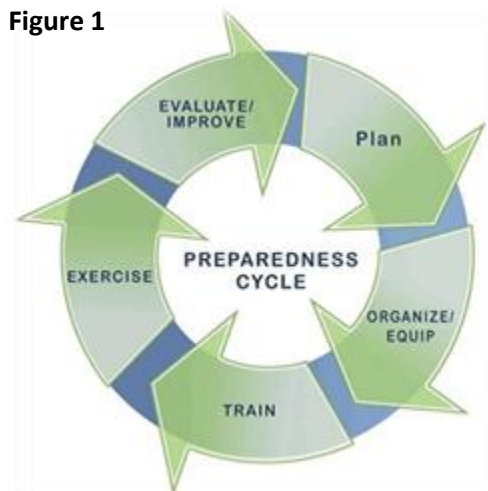
The process for developing the 2016 version of this document was initiated and managed by Forrest County, as stipulated by law and was based on the existing CEMP, with updates reflecting state and federal requirements, as well as other germane state and federal guidance on emergency operations planning, particularly as it relates to homeland security issues.

This plan was developed based on state and federal guidance provided through NIMS, NRF, the FEMA Comprehensive Preparedness Guide (CPG) 101, Version 2.0, the Presidential Policy Directive – 8 (PPD/8), the Homeland Security National Preparedness Goal, The Stafford Act and the Post-Katrina Emergency Management Reform Act (PKEMRA).

As directed by the NRF the plan is based on six essential activities for responding to an incident: plan, organize, train, equip, exercise and evaluate and improve.

Figure 1: This “preparedness cycle” is one element of a broader National Preparedness System to prevent, respond to, recover from, and mitigate against natural disasters, acts of terrorism,

Figure 1



1. Plan

Planning makes it possible to manage the entire life cycle of a potential crisis, determine capability requirements and help stakeholders learn their roles.

2. Organize

Organizing to execute response activities includes developing an overall organizational structure, strengthening leadership at each level and assembling well-qualified teams of paid and volunteer staff for essential response and recovery tasks. This includes utilizing the whole community and individual resources, emergency support functions, pre-scripted mission assignments, advanced readiness contracting and pre-positioned resources.

3. Train

Building essential response capabilities requires a systematic program to train individual teams and organizations - to include governmental, nongovernmental, private-sector, individuals, communities, faith-based organizations and federal, state and local governments.

4. Equip

Local, tribal, state and federal jurisdictions need to establish a common understanding of the capabilities of distinct types of response equipment.

5. Exercise

Exercises provide opportunities to test plans and improve proficiency in a risk-free environment.

6. Evaluate and Improve

All local, tribal, state and federal entities should institute a corrective action program to evaluate exercise participation and response, capture lessons learned and make improvements in their response capabilities.

B. Plan Maintenance

This plan will be exercised on an annual basis to evaluate the ability of the county and its municipalities to respond to minor, major and catastrophic disasters and support local emergency management agencies. Exercises will be coordinated with the state exercise coordinator. Directors of primary county agencies have the responsibility for maintaining SOGs and Standard Operating Procedures (SOPs), checklists, internal plans and resource data to ensure a prompt and effective response to a disaster in support of this plan. For training purposes and exercises, the EMA Director may activate this plan as deemed necessary to ensure a high level of operational readiness.

This plan will be reviewed by Forrest County on a biennial basis. The review will include testing, review and update of the document and its procedures. This plan will be updated periodically as required, to incorporate new presidential or state directives, legislative changes and procedural changes based on lessons learned from exercises and actual incidents.

Forrest County EMA is responsible for coordinating updates and modifications, as well as changes to the ESF annexes, appendices, SOGs and SOPs. Such recommendations should be forwarded to the Forrest EMA Director through official correspondence, or may be initiated

at the periodic CEMP review. Heads of local agencies with ESF coordinator responsibility will provide information periodically as to changes with available resources, personnel and operating procedures.

All agencies will be responsible for the development and maintenance of their respective segments of the plan.

This plan applies to all state agencies, state boards, state commissions and state departments assigned emergency responsibilities and to all elements of local government in accordance with current law and Executive Orders (EOs).

IX. AUTHORITIES AND REFERENCES

The following authorities and references may be consulted for further advice and guidance. Other than those references and authorities that have the inherent force and effect of law, this plan is not intended to incorporate them by reference.

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E.O. 653, November 16, 1990, et.seq; Emergency Management Responsibilities

E.O. 872, January 3, 2003; Establishment of the Homeland Security Council

E.O. 874, February 5, 2003; Establishment of the State Interoperability Executive Committee (the "SIEC")

E.O. 916, January 28, 2004; Homeland Security Council Restructuring

E.O. 920, August 4, 2004; State Interoperability Executive Committee Restructuring

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- National Oceanic and Atmospheric Administration (NOAA). "Mississippi Earthquake History." Web. <<http://earthquake.usgs.gov/earthquakes/states/mississippi/history.php>>.
- Post-Katrina Emergency Management Reform Act of 2006 (PKEMRA)
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- U.S. Department of Homeland Security. "Homeland Security Advisory System." *Homeland Security Presidential Directive 3*. N.p., 2002. Print.
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- U.S. Department of Homeland Security. *Robert T. Stafford Disaster Relief and Emergency Assistance Act ["The Stafford Act"], PL 93-288, as Amended by PL 100-707, 42 U.S.C. 5121 et.seq. [Successor to: The Natural Disaster Relief Act of 1974, which superseded the Federal Disaster Relief Act of 1950, PL 81-875] and Disaster Mitigation Act of 2000 to amend the Robert T. Stafford Disaster Relief and Emergency Assistance Act, PL 106-390*. Federal Emergency Management Agency, 2007. Print.
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E.O. 13311, July 29, 2003, Homeland Security Information Sharing

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E.O. 13354, August 27, 2004, National Counterterrorism Center

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X. APPENDICES

A. List of Acronyms

B. Glossary

Appendix A (List of Acronyms)

FORREST COUNTY COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

AC	Area Coordinator
ADA	Americans with Disabilities Act
AR	Authorized Representative
CERCLA	Comprehensive Environmental Response, Compensation and Liability Act
CEMP	Comprehensive Emergency Management Plan
CERT	Community Emergency Response Team
COG	Continuity of Government
COOP	Continuity of Operations
CPG	Comprehensive Preparedness Guide
CRTC	Combat Readiness Training Center
CSG	Council of State Governments
DC	Designated Contact
DFA	Department of Finance
DFO	Disaster Field Office
DHS	Department of Homeland Security
DR	Disaster Reports
DOT	Department of Transportation
DRC	Disaster Recovery Center
DSCA	Defense Support of Civil Authorities
EAS	Emergency Alert System
ECO	Emergency Coordinating Officers
EO	Executive Order
EOC	Emergency Operations Center
EMAC	Emergency Management Assistance Compact
EPA	Environmental Protection Agency
EPR	Emergency Preparedness and Response

FORREST COUNTY COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

ERT	Environmental Response Team (EPA)
ESF	Emergency Support Function
FCC	Federal Communications Commission
FCO	Federal Coordinating Officer
FEMA	Federal Emergency Management Agency
FNS	Food and Nutrition Service
FRC	Federal Resource Coordinator
GAR	Governor's Authorized Representative
HF	High Frequency
HHS	Health and Human Services
HAZMAT	Hazardous Materials
HSPD	Homeland Security Presidential Directive
IAP	Incident Action Report
IC	Incident Command
ICP	Incident Command Post
ICS	Incident Command System
IFG	Individual and Family Grant Program
JFO	Joint Field Office
JIC	Joint Information Center
JIS	Joint Information System
JOC	Joint Operations Center
JUC	Joint Unified Command
MAA	Mutual Aid Agreement
MC	Mobilization Center
MACC	Multi-agency Command Center
MATTS	Mobile Air Transportable Telecommunications System

FORREST COUNTY COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

MEMA	Mississippi Emergency Management Agency
MERS	Mobile Emergency Response Support
MOBOPS	Mobile Operations Center
MOU	Memoranda of Understanding
MS	Mississippi
MS IMAT	Mississippi Incident Management Assistance Team
NAWAS	National Alert Warning System
NCG	National Coordination Group (EMAC)
NCP	National Oil and Hazardous Substances Pollution Contingency Plan
NGO	Non-governmental Organization
NCT	National Coordinating Team (EMAC)
NDMS	National Disaster Medical System
NEOC	National Emergency Operations Center (EMAC)
NEMA	National Emergency Management Association
NGO	Nongovernmental Organization
NIMS	National Incident Management System
NMSZ	New Madrid Seismic Zone
NRCC	National Response Coordination Center
NRF	National Response Framework
NSSE	National Special Security Event
OHL	Operational Hotline
OSC	On-Scene Coordinator
PA	Public Assistance
PFO	Principal Federal Official
PIO	Public Information Officer
RCP	Regional Contingency Plan

FORREST COUNTY COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

RCT	Regional Coordination Team
RRCC	Regional Response Coordination Center
RRP	Regional Response Plan
RRT	Regional Response Team
SA	Staging Area
SCO	State Coordinating Officer
SEOC	State Emergency Operations Center
SESC	State Earthquake Support Center
SFHA	Special Flood Hazard Areas
SFO	Senior Federal Official
SHPO	State Historical Preservation Officer
SHSC	State Hurricane Support Center
SITREPS	Situation Reports
SLO	State Liaison Officer
SMAC	Statewide Mutual Aid Compact
SOG	Standard Operating Guideline
SOP	Standard Operating Procedure
SWP	State Warning Point
TEMD	The Emergency Management District
UC	Unified Command
USCG	U.S. Coast Guard
USGS	U.S. Geological Survey

Mississippi State Agencies Acronyms

ARC, MS	American Red Cross, Mississippi Chapter
CAP	Civil Air Patrol

FORREST COUNTY COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

MACPA/MARL	Mississippi Animal Control and Protection Association/Mississippi Animal Rescue League
MBAH	Mississippi Board of Animal Health
MBVME	Mississippi Board of Veterinary Medical Examiners
MCES	Mississippi Cooperative Extension Services
MDA	Mississippi Development Authority
MDA/ED	Mississippi Development Authority/Energy Division
MDAC	Mississippi Department of Agriculture and Commerce
MDAH	Mississippi Department of Archives and History
MDE	Mississippi Department of Education
MDEQ	Mississippi Department of Environmental Quality
MDEQ/WWD	Mississippi Department of Environmental Quality/Wastewater Division
MDES	Mississippi Department of Employment Security
MDFA	Mississippi Department of Finance and Administration
MDHS	Mississippi Department of Human Services
MDHS/AAS	Mississippi Department of Human Services/Aging and Adult Services
MDITS	Mississippi Department of Information Technology Services
MDMH	Mississippi Department of Mental Health
MDMH/MR	Mississippi Department of Mental Health and Mental Retardation
MDMR	Mississippi Department of Marine Resources
MDOC	Mississippi Department of Corrections
MDOI	Mississippi Department of Insurance
MDoM	Mississippi Division of Medicaid
MDOT	Mississippi Department of Transportation
MDPS	Mississippi Department of Public Safety
MDPS/MHSP	Mississippi Department of Public Safety/Mississippi Highway Safety Patrol

FORREST COUNTY COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

MDRS	Mississippi Department of Rehabilitation Services
MDRS/VR	Mississippi Department of Rehabilitation Services/Vocational Rehabilitation
MDWF&P	Mississippi Department of Wildlife, Fisheries and Parks
MEMA	Mississippi Emergency Management Agency
MFC	Mississippi Forestry Commission
MGC	Mississippi Gaming Commission
MHSP	Mississippi Highway Safety Patrol
MMD	Mississippi Military Department
MMD-AGO	Mississippi Military Department/Office of the Adjutant General
MMD-CFMO	Mississippi Military Department/Construction and Facilities Management Office
MMD/NG	Mississippi Military Department/National Guard
MPB	Mississippi Public Broadcasting
MPSC	Mississippi Public Service Commission
MPSC/PUS	Mississippi Public Service Commission/Public Utilities Staff
MSBCJC	Mississippi Board of Community and Junior Colleges
MSBML	Mississippi Board of Medical Licensure
MSBN	Mississippi Board of Nursing
MSBP	Mississippi Board of Pharmacy
MSDH	Mississippi Department of Health
MSDH/EMS	Mississippi Department of Health/Emergency Medical Services
MSDH/WSD	Mississippi Department of Health/Water Supply Division
MSFA	Mississippi State Fire Academy
MSFMO	Mississippi Fire Marshall's Office
MSIHL	Mississippi Institutions of Higher Learning
MSNG	Mississippi National Guard
MSOGB	Mississippi Oil and Gas Board

FORREST COUNTY COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

MSOHS	Mississippi Office of Homeland Security
MSPB	Mississippi State Personnel Board
MSU/CVM	Mississippi State University/College of Veterinary Medicine
MSVOAD	Mississippi Volunteer Organizations Active in Disaster
MVDL	Mississippi Veterinary Diagnostic Laboratory
MVMA	Mississippi Veterinary Medical Association
NWS	National Weather Service
OAG	Office of the Attorney General
OG	Office of the Governor
OME	Office of the Medical Examiner
OSA/DoA	Office of the State Auditor/Department of Audit
RACES	Radio Amateur Communication Emergency Services
SA	Salvation Army
SOS	Office of the Secretary of State
STC	State Tax Commission
STC/ABC	State Tax Commission/Alcoholic Beverage Control Division
UMMC	University Mississippi Medical Center
UMMC/SH	University Mississippi Medical Center/ and/or other State Hospitals
USGS	United States Geological Society

Appendix B (Glossary)

Accountable Property. Property that: 1) has an acquisition cost that is \$15,000 or more; 2) has a unique, identifiable serial number (e.g., computer or telecommunications equipment); and 3) is considered “sensitive” (i.e., easily pilferable), such as cellular phones, pagers and laptop computers.

Agency. A division of government with a specific function offering a particular kind of assistance. In ICS, agencies are defined either as jurisdictional (having statutory responsibility for incident management) or as assisting or cooperating (providing resources or other assistance).

Agency Representative. A person assigned by a primary, assisting, or cooperating Federal, State, local, or tribal government agency or private entity that has been delegated authority to make decisions affecting that agency’s or organization’s participation in incident management activities following appropriate consultation with the leadership of that agency.

Area Command (Unified Area Command). An organization established (1) to oversee the management of multiple incidents that are each being handled by an ICS organization or (2) to oversee the management of large or multiple incidents to which several Incident Management Teams have been assigned. Area Command has the responsibility to set overall strategy and priorities, allocate critical resources according to priorities, ensure that incidents are properly managed and ensure that objectives are met and strategies followed. Area Command becomes Unified Area Command when incidents are multi-jurisdictional. Area Command may be established at an EOC facility or at some location other than an ICP.

Available Resources. Resources assigned to an incident, checked in and available for use, normally located in a Staging Area.

Awareness. The continual process of collecting, analyzing and disseminating intelligence, information and knowledge to allow organizations and individuals to anticipate requirements and to react effectively.

Casualty. Any person who is declared dead or is missing, ill, or injured.

Catastrophic Incident. Any natural or man-made incident, including terrorism, which results in extraordinary levels of mass casualties, damage, or disruption severely affecting the population, infrastructure, environment, economy, national morale and/or government functions. A catastrophic event could result in sustained national impacts over a prolonged period of time; almost immediately exceeds resources normally available to state, local, tribal and private-sector authorities in the impacted area; and significantly interrupts governmental operations and emergency services to such an extent that national security could be threatened. All catastrophic events are Incidents of National Significance.

Chain of Command. A series of command, control, executive, or management positions in hierarchical order of authority.

Civil Transportation Capacity. The total quantity of privately owned transportation services, equipment, facilities and systems from all transportation modes nationally or in a prescribed area or region.

Coastal Zone. As defined by the NCP, means all U.S. waters subject to tide, U.S. waters of the Great Lakes, specified ports and harbors on inland rivers, waters of the contiguous zone, other water of the high seas subject to the NCP and the land surface or land substrata, ground waters and ambient air proximal to those waters. The term “coastal zone” delineates an area of federal responsibility for response action. Precise boundaries are determined by EPA/USCG agreements and identified in RCPs.

Command Staff. In an incident management organization, the Command Staff consists of the Incident Command and the special staff positions of Public Information Officer, Safety Officer, Liaison Officer and other positions as required, who report directly to the Incident Commander. They may have an assistant or assistants, as needed.

Community Recovery. In the context of the NRF and its annexes, the process of assessing the effects of an Incident of National Significance, defining resources and developing and implementing a course of action to restore and revitalize the socioeconomic and physical structure of a community.

Consequence Management. Predominantly an emergency management function and included measures to protect public health and safety, restore essential government services and provide emergency relief to governments, businesses and individuals affected by the consequences of terrorism. The requirements of consequence management and crisis management are combined in the NRF. See also **Crisis Management**.

Credible Threat. A potential terrorist threat that, based on a threat assessment, is credible and likely to involve WMD.

Crisis Management. Predominantly a law enforcement function and included measures to identify, acquire and plan the use of resources needed to anticipate, prevent and/or resolve a threat or act of terrorism. The requirements of consequence management and crisis management are combined in the NRF. See also **Consequence Management**.

Critical Infrastructures. Systems and assets, whether physical or virtual, so vital to the United States that the incapacity or destruction of such systems and assets would have a debilitating impact on security, national economic security, national public health or safety, or any combination of those matters.

Cultural Resources. Cultural resources include historic and prehistoric structures, archeological sites, cultural landscapes and museum collections.

Cyber. Pertaining to computers and their support systems, such as servers, routers and switches, which support critical infrastructure.

Defense Support of Civil Authorities (DSCA). Refers to DOD support, including federal military forces, DOD civilians and DOD contractor personnel and DOD agencies and components, for domestic emergencies and for designated law enforcement and other activities.

Deputy. A fully qualified individual who, in the absence of a superior, could be delegated the authority to manage a functional operation or perform a specific task. In some cases, a deputy could act as relief for a

superior and therefore must be fully qualified in the position. Deputies can be assigned to the Incident Commander, general staff and branch directors.

Disaster. See **Major Disaster**.

Disaster Recovery Center (DRC). A facility established in a centralized location within or near the disaster area at which disaster victims (individuals, families, or businesses) apply for disaster aid.

District Response Group. Established in each DHS/USCG District, the District Response Group is primarily responsible for providing the OSC technical assistance, personnel and equipment during responses typically involving marine zones.

Emergency. As defined by the Stafford Act, an emergency is “any occasion or instance for which, in the determination of the President, federal assistance is needed to supplement state and local efforts and capabilities to save lives and to protect property and public health and safety, or to lessen or avert the threat of a catastrophe in any part of the United States.”

Emergency Operations Center (EOC). The physical location at which the coordination of information and resources to support domestic incident management activities normally takes place. An EOC may be a temporary facility or may be located in a more central or permanently established facility, perhaps at a higher level of organization within a jurisdiction. EOCs may be organized by major functional disciplines (e.g., fire, law enforcement and medical services), by jurisdiction (e.g., Federal, State, regional, county, city, tribal), or by some combination thereof.

Emergency Operations Plan (EOP). The “steady-state” plan maintained by various jurisdictional levels for managing a wide variety of potential hazards.

Emergency Public Information. Information that is disseminated primarily in anticipation of an emergency or during an emergency. In addition to providing situational information to the public, it also frequently provides directive actions required to be taken by the general public.

Emergency Response Provider. Includes federal, state, local and tribal emergency public safety, law enforcement, emergency response, emergency medical (including hospital emergency facilities) and related personnel, agencies and authorities. (See section 2(6), Homeland Security Act of 2002, Public Law 107-296, 116 Stat. 2135 (2002).) Also known as “emergency responder.”

Emergency Support Function (ESF). A grouping of government and certain private-sector capabilities into an organizational structure to provide the support, resources, program implementation and services that are most likely to be needed to save lives, protect property and the environment, restore essential services and critical infrastructure and help victims and communities return to normal, when feasible, following domestic incidents. The ESFs serve as the primary operational-level mechanism to provide assistance to State, local and tribal governments or to federal departments and agencies conducting missions of primary federal responsibility.

Environment. Natural and cultural resources and historic properties as those terms are defined in this glossary and in relevant laws.

Environmental Response Team. Established by EPA, the Environmental Response Team includes expertise in biology, chemistry, hydrology, geology and engineering. The Environmental Response Team provides technical advice and assistance to the OSC for both planning and response to discharges and releases of oil and hazardous substances into the environment.

Evacuation. Organized, phased and supervised withdrawal, dispersal, or removal of civilians from dangerous or potentially dangerous areas and their reception and care in safe areas.

Facility Management. Facility selection and acquisition, building services, information systems, communications, safety and health and physical security.

Federal. Of or pertaining to the Federal Government of the United States of America.

Federal Coordinating Officer (FCO). The federal officer who is appointed to manage federal resource support activities related to Stafford Act disasters and emergencies. The FCO is responsible for coordinating the timely delivery of federal disaster assistance resources and programs to the affected state and local governments, individual victims and the private sector.

Federal On-Scene Coordinator (FOSC or OSC). The federal official pre-designated by the EPA or the USCG to coordinate responses under subpart D of the NCP, or the government official designated to coordinate and direct removal actions under subpart E of the NCP.

Federal Resource Coordinator (FRC). The federal official appointed to manage federal resource support activities related to non-Stafford Act incidents. The FRC is responsible for coordinating support from other federal departments and agencies using interagency agreements and MOUs.

First Responder. Local and nongovernmental police, fire and emergency personnel who in the early stages of an incident are responsible for the protection and preservation of life, property, evidence and the environment, including emergency response providers as defined in section 2 of the Homeland Security Act of 2002 (6 U.S.C. 101), as well as emergency management, public health, clinical care, public works and other skilled support personnel (such as equipment operators) who provide immediate support services during prevention, response and recovery operations. First responders may include personnel from federal, state, local, tribal, or nongovernmental organizations.

Hazard. Something that is potentially dangerous or harmful, often the root cause of an unwanted outcome.

Hazard Mitigation. Any cost-effective measure, which will reduce the potential for damage to a facility from a disaster event.

Hazardous Material. For the purposes of ESF #1, hazardous material is a substance or material, including a hazardous substance, that has been determined by the Secretary of Transportation to be capable of posing an unreasonable risk to health, safety and property when transported in commerce and which has been so designated (see 49 CFR 171.8). For the purposes of ESF #10 and the Oil and Hazardous Materials Incident Annex, the term is intended to mean hazardous substances, pollutants and contaminants as defined by the NCP.

Hazardous Substance. As defined by the NCP, any substance designated pursuant to section 311(b)(2)(A) of the Clean Water Act; any element, compound, mixture, solution, or substance designated pursuant to section 102 of the Comprehensive Environmental Response, Compensation and Liability Act (CERCLA); any hazardous waste having the characteristics identified under or listed pursuant to section 3001 of the Solid Waste Disposal Act (but not including any waste the regulation of which under the Solid Waste Disposal Act (42 U.S.C. § 6901 et seq.) has been suspended by act of Congress); any toxic pollutant listed under section 307(a) of the Clean Water Act; any hazardous air pollutant listed under section 112 of the Clean Air Act (42 U.S.C. § 7521 et seq.); and any imminently hazardous chemical substance or mixture with respect to which the EPA Administrator has taken action pursuant to section 7 of the Toxic Substances Control Act (15 U.S.C. § 2601 et seq.).

Historic Property. Any prehistoric or historic district, site, building, structure, or object included in or eligible for inclusion in the National Register of Historic Places, including artifacts, records and remains which are related to such district, site, building, structure, or object [16 U.S.C. § 470(w)(5)].

Incident. An occurrence or event, natural or human caused, which requires an emergency response to protect life or property. Incidents can, for example, include major disasters, emergencies, terrorist attacks, terrorist threats, wild land and urban fires, floods, hazardous materials spills, nuclear accidents, aircraft accidents, earthquakes, hurricanes, tornadoes, tropical storms, war-related disasters, public health and medical emergencies and other occurrences requiring an emergency response.

Incident Action Plan. An oral or written plan containing general objectives reflecting the overall strategy for managing an incident. It may include the identification of operational resources and assignments. It may also include attachments that provide direction and important information for management of the incident during one or more operational periods.

Incident Command Post (ICP). The field location at which the primary tactical-level, on-scene incident command functions are performed. The ICP may be collocated with the incident base or other incident facilities and is normally identified by a green rotating or flashing light.

Incident Command System (ICS). A standardized on-scene emergency management construct specifically designed to provide for the adoption of an integrated organizational structure that reflects the complexity and demands of single or multiple incidents, without being hindered by jurisdictional boundaries. ICS is the combination of facilities, equipment, personnel, procedures and communications operating with a common organizational structure, designed to aid in the management of resources during incidents. ICS is used for all kinds of emergencies and is applicable to small as well as large and complex incidents. ICS is used by various jurisdictions and functional agencies, both public and private, or organized field-level incident management operations.

Incident Commander (IC). The individual responsible for all incident activities, including the development of strategies and tactics and the ordering and release of resources. The IC has overall authority and responsibility for conducting incident operations and is responsible for the management of all incident operations at the incident site.

Incident Management Team (IMT). The Incident Commander and appropriate command and general staff personnel assigned to an incident.

Incident Management Assistance Team (IMAT) – Are full-time, rapid-response teams with dedicated staff able to deploy within two hours and arrive at an incident within 12 hours to support the local incident commander. The teams support the initial establishment of a unified command and provide situational awareness for federal and state decision-makers crucial to determining the level and type of immediate federal support that may be required.

Incident Mitigation. Actions taken during an incident designed to minimize impacts or contain the damages to property or the environment.

INFORM. Electronic, web-based alert and notification system specifically used to notify Offsite Response Organizations (ORO) with the responsibility of managing incidents at Grand Gulf Nuclear Station (GGNS).

Information Officer. See **Public Information Officer**.

Infrastructure. The man-made physical systems, assets, projects and structures, publicly and/or privately owned, that are used by or provide benefit to the public. Examples of infrastructure include utilities, bridges, levees, drinking water systems, electrical systems, communications systems, dams, sewage systems and roads.

Infrastructure Liaison. Assigned by DHS, the Infrastructure Liaison serves as the principal advisor to the JFO Coordination Group regarding all national- and regional-level critical infrastructure and key resources incident-related issues.

Initial Actions. The actions taken by those responders first to arrive at an incident site.

Initial Response. Resources initially committed to an incident.

Joint Field Office (JFO). A temporary federal facility established locally to provide a central point for federal, state, local and tribal executives with responsibility for incident oversight, direction and/or assistance to effectively coordinate protection, prevention, preparedness, response and recovery actions. The JFO will combine the traditional functions of the JOC, the FEMA DFO and the JIC within a single federal facility.

Joint Information Center (JIC). A facility established to coordinate all incident-related public information activities. It is the central point of contact for all news media at the scene of the incident. Public information officials from all participating agencies should collocate at the JIC.

Joint Operations Center (JOC). The JOC is the focal point for all federal investigative law enforcement activities during a terrorist or potential terrorist incident or any other significant criminal incident and is managed by the SFLEO. The JOC becomes a component of the JFO when the NRF is activated.

Joint Unified Command (JUC). The JUC links the organizations responding to the incident and provides a forum for these entities to make consensus decisions. Under the JUC, the various jurisdictions

and/or agencies and non-government responders may blend together throughout the operation to create an integrated response team.

At the state level, the State of Mississippi has adopted a Joint Unified Command structure for incident management. This organizational framework places a state official side-by-side with a federal official at the section, division and branch level, as the situation warrants these levels of organization.

Jurisdiction. A range or sphere of authority. Public agencies have jurisdiction at an incident related to their legal responsibilities and authorities. Jurisdictional authority at an incident can be political or geographical (e.g., city, county, tribal, state, or federal boundary lines) or functional (e.g., law enforcement, public health).

Liaison Officer. A member of the command staff responsible for coordinating with representatives from cooperating and assisting agencies.

Local Government. A county, municipality, city, town, township, local public authority, school district, special district, intrastate district, council of governments (regardless of whether the council of governments is incorporated as a nonprofit corporation under state law), regional or interstate government entity, or agency or instrumentality of a local government; an Indian tribe or authorized tribal organization or, in Alaska, a Native Village or Alaska Regional Native Corporation; or a rural community, unincorporated town or village, or other public entity. (As defined in section 2(10) of the Homeland Security Act of 2002, Public Law 107-296, 116 Stat. 2135, et seq. (2002).)

Long-Range Management Plan. Used by the FCO and management team to address internal staffing, organization and team requirements.

Major Disaster. As defined by the Stafford Act, any natural catastrophe (including any hurricane, tornado, storm, high water, wind-driven water, tidal wave, tsunami, earthquake, volcanic eruption, landslide, mudslide, snowstorm, or drought) or, regardless of cause, any fire, flood, or explosion, in any part of the United States, which in the determination of the President causes damage of sufficient severity and magnitude to warrant major disaster assistance under this act to supplement the efforts and available resources of states, local governments and disaster relief organizations in alleviating the damage, loss, hardship, or suffering caused thereby.

Materiel Management. Requisitioning and sourcing (requirements processing); acquisition, asset visibility (resource tracking), receipt, storage and handling; security and accountability; inventory, deployment, issue and distribution; and recovery, reuse and disposition.

Mission Assignment. The vehicle used by DHS/EPR/FEMA to support federal operations in a Stafford Act major disaster or emergency declaration. It orders immediate, short-term emergency response assistance when an applicable state or local government is overwhelmed by the event and lacks the capability to perform, or contract for, the necessary work.

Mitigation. Activities designed to reduce or eliminate risks to persons or property or to lessen the actual or potential effects or consequences of an incident. Mitigation measures may be implemented prior to, during, or after an incident. Mitigation measures are often developed in accordance with lessons learned

from prior incidents. Mitigation involves ongoing actions to reduce exposure to, probability of, or potential loss from hazards. Measures may include zoning and building codes, floodplain buyouts and analysis of hazard-related data to determine where it is safe to build or locate temporary facilities. Mitigation can include efforts to educate governments, businesses and the public on measures they can take to reduce loss and injury.

Mobilization. The process and procedures used by all organizations—federal, state, local and tribal—for activating, assembling and transporting all resources that have been requested to respond to or support an incident.

Mobilization Center. An off-site temporary facility at which response personnel and equipment are received from the point of arrival and are pre-positioned for deployment to an incident logistics base, to a local staging area, or directly to an incident site, as required. A mobilization center also provides temporary support services, such as food and billeting, for response personnel prior to their assignment, release, or reassignment and serves as a place to out-process following demobilization while awaiting transportation.

Multi-agency Command Center (MACC). An interagency coordination center established by DHS/USSS during NSSEs as a component of the JFO. The MACC serves as the focal point for interagency security planning and coordination, including the coordination of all NSSE-related information from other intra-agency centers (e.g., police command posts, Secret Service security rooms) and other interagency centers (e.g., intelligence operations centers, joint information centers).

Multi-agency Coordination Entity. Functions within a broader multi-agency coordination system. It may establish priorities among incidents and associated resource allocations, deconflict agency policies and provide strategic guidance and direction to support incident management activities.

Multi-agency Coordination System. Provides the architecture to support coordination for incident prioritization, critical resource allocation, communications systems integration and information coordination. The components of multi-agency coordination systems include facilities, equipment, EOCs, specific multi-agency coordination entities, personnel, procedures and communications. The systems assist agencies and organizations to fully integrate the subsystems of NIMS.

Multi-jurisdictional Incident. An incident requiring action from multiple agencies that each have jurisdiction to manage certain aspects of an incident. In ICS, these incidents will be managed under Unified Command.

Mutual Aid Agreement. Written agreement between agencies, organizations and/or jurisdictions that they will assist one another on request by furnishing personnel, equipment and/or expertise in a specified manner.

National Counterterrorism Center (NCTC). The NCTC serves as the primary federal organization for analyzing and integrating all intelligence possessed or acquired by the U.S. Government pertaining to terrorism and counterterrorism, excepting purely domestic counterterrorism information. The NCTC may, consistent with applicable law, receive, retain and disseminate information from any Federal, State, or local government or other source necessary to fulfill its responsibilities.

National Disaster Medical System (NDMS). A coordinated partnership between DHS, HHS, DOD and the Department of Veterans Affairs established for the purpose of responding to the needs of victims of a public health emergency. NDMS provides medical response assets and the movement of patients to health care facilities where definitive medical care is received when required.

National Incident Management System (NIMS). A system mandated by HSPD-5 that provides a consistent, nationwide approach for Federal, State, local and tribal governments; the private sector; and NGOs to work effectively and efficiently together to prepare for, respond to and recover from domestic incidents, regardless of cause, size, or complexity. To provide for interoperability and compatibility among federal, state, local and tribal capabilities, the NIMS includes a core set of concepts, principles and terminology. HSPD-5 identifies these as the ICS; multi-agency coordination systems; training; identification and management of resources (including systems for classifying types of resources); qualification and certification; and the collection, tracking and reporting of incident information and incident resources.

National Infrastructure Coordinating Center (NICC). Managed by the DHS Information Analysis and Infrastructure Protection Directorate, the NICC monitors the Nation's critical infrastructure and key resources on an ongoing basis. In the event of an incident, the NICC provides a coordinating vehicle to share information with critical infrastructure and key resources information-sharing entities.

National Interagency Coordination Center (NICC). The organization responsible for coordinating allocation of resources to one or more coordination centers or major fires within the Nation. Located in Boise, ID.

Natural Resources. Natural resources include land, fish, wildlife, domesticated animals, plants, biota and water. Water means salt and fresh water, surface and ground water, including water used for drinking, irrigation, aquaculture and recreational purposes, as well as in its capacity as fish and wildlife habitat, including coral reef ecosystems as defined in 16 U.S.C. 64501. Land means soil, surface and subsurface minerals and other terrestrial features.

National Response Center. A national communications center for activities related to oil and hazardous substance response actions. The National Response Center, located at DHS/USCG Headquarters in Washington, DC, receives and relays notices of oil and hazardous substances releases to the appropriate Federal OSC.

National Response System. Pursuant to the NCP, the mechanism for coordinating response actions by all levels of government (40 CFR § 300.21) for oil and hazardous substances spills and releases.

National Response Team (NRT). The NRT, comprised of the 16 federal agencies with major environmental and public health responsibilities, is the primary vehicle for coordinating federal agency activities under the NCP. The NRT carries out national planning and response coordination and is the head of a highly organized federal oil and hazardous substance emergency response network. EPA serves as the NRT Chair and DHS/USCG serves as Vice Chair.

National Special Security Event (NSSE). A designated event that, by virtue of its political, economic, social, or religious significance, may be the target of terrorism or other criminal activity.

Nongovernmental Organization (NGO). A nonprofit entity that is based on interests of its members, individuals, or institutions and that is not created by a government, but may work cooperatively with government. Such organizations serve a public purpose, not a private benefit. Examples of NGOs include faith-based charity organizations and the American Red Cross.

Operational Hotline. Telephone network connecting the control room at GGNS to the OROs with the responsibility of managing an on-site incident.

On-Scene Coordinator (OSC). See **Federal On-Scene Coordinator**.

Pollutant or Contaminant. As defined in the NCP, includes, but is not limited to, any element, substance, compound, or mixture, including disease-causing agents, which after release into the environment and upon exposure, ingestion, inhalation, or assimilation into any organism, either directly from the environment or indirectly by ingestion through food chains, will or may reasonably be anticipated to cause death, disease, behavioral abnormalities, cancer, genetic mutation, physiological malfunctions, or physical deformations in such organisms or their offspring.

Preparedness. The range of deliberate, critical tasks and activities necessary to build, sustain and improve the operational capability to prevent, protect against, respond to and recover from domestic incidents. Preparedness is a continuous process involving efforts at all levels of government and between government and private-sector and nongovernmental organizations to identify threats, determine vulnerabilities and identify required resources.

Prevention. Actions taken to avoid an incident or to intervene to stop an incident from occurring. Prevention involves actions taken to protect lives and property. It involves applying intelligence and other information to a range of activities that may include such countermeasures as deterrence operations; heightened inspections; improved surveillance and security operations; investigations to determine the full nature and source of the threat; public health and agricultural surveillance and testing processes; immunizations, isolation, or quarantine; and, as appropriate, specific law enforcement operations aimed at deterring, preempting, interdicting, or disrupting illegal activity and apprehending potential perpetrators and bringing them to justice.

Principal Federal Official (PFO). The federal official designated by the Secretary of Homeland Security to act as his/her representative locally to oversee, coordinate and execute the Secretary's incident management responsibilities under HSPD-5 for Incidents of National Significance.

Private Sector. Organizations and entities that are not part of any governmental structure. Includes for-profit and not-for-profit organizations, formal and informal structures, commerce and industry, private emergency response organizations and private voluntary organizations.

Public Assistance Program. The program administered by FEMA that provides supplemental federal disaster grant assistance for debris removal and disposal, emergency protective measures and the repair, replacement, or restoration of disaster-damaged, publicly owned facilities and the facilities of certain private nonprofit organizations.

FORREST COUNTY COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Public Health. Protection, safety, improvement and interconnections of health and disease prevention among people, domestic animals and wildlife.

Public Information Officer (PIO). A member of the Command Staff responsible for interfacing with the public and media or with other agencies with incident related information requirements.

Public Works. Work, construction, physical facilities and services provided by governments for the benefit and use of the public.

Recovery. The development, coordination and execution of service- and site-restoration plans for impacted communities and the reconstitution of government operations and services through individual, private-sector, nongovernmental and public assistance programs that: identify needs and define resources; provide housing and promote restoration; address long-term care and treatment of affected persons; implement additional measures for community restoration; incorporate mitigation measures and techniques, as feasible; evaluate the incident to identify lessons learned; and develop initiatives to mitigate the effects of future incidents.

Resources. Personnel and major items of equipment, supplies and facilities available or potentially available for assignment to incident operations and for which status is maintained. Resources are described by kind and type and may be used in operational support or supervisory capacities at an incident or at an EOC.

Response. Activities that address the short-term, direct effects of an incident. Response includes immediate actions to save lives, protect property and meet basic human needs. Response also includes the execution of emergency operations plans and of incident mitigation activities designed to limit the loss of life, personal injury, property damage and other unfavorable outcomes. As indicated by the situation, response activities include: applying intelligence and other information to lessen the effects or consequences of an incident; increased security operations; continuing investigations into the nature and source of the threat; ongoing public health and agricultural surveillance and testing processes; immunizations, isolation, or quarantine; and specific law enforcement operations aimed at preempting, interdicting, or disrupting illegal activity and apprehending actual perpetrators and bringing them to justice.

Senior Federal Official (SFO). An individual representing a federal department or agency with primary statutory responsibility for incident management. SFOs utilize existing authorities, expertise and capabilities to aid in management of the incident working in coordination with other members of the JFO Coordination Group.

Situation Assessment. The evaluation and interpretation of information gathered from a variety of sources (including weather information and forecasts, computerized models, GIS data mapping, remote sensing sources, ground surveys, etc.) that, when communicated to emergency managers and decision makers, can provide a basis for incident management decision-making.

State. Any state of the United States, the District of Columbia, the Commonwealth of Puerto Rico, the U.S. Virgin Islands, Guam, American Samoa, the Commonwealth of the Northern Mariana Islands and any possession of the United States. (As defined in section 2(14) of the Homeland Security Act of 2002,

Public Law 107-296, 116 Stat. 2135, et seq. (2002).)

Strategic. Strategic elements of incident management are characterized by continuous, long-term, high-level planning by organizations headed by elected or other senior officials. These elements involve the adoption of long-range goals and objectives, the setting of priorities, the establishment of budgets and other fiscal decisions, policy development and the application of measures of performance or effectiveness.

Strategic Plan. A plan that addresses long-term issues such as impact of weather forecasts, time-phased resource requirements and problems such as permanent housing for displaced disaster victims, environmental pollution and infrastructure restoration.

Telecommunications. The transmission, emission, or reception of voice and/or data through any medium by wire, radio, other electrical electromagnetic, or optical means. Telecommunications includes all aspects of transmitting information.

Terrorism. Any activity that (1) involves an act that (a) is dangerous to human life or potentially destructive of critical infrastructure or key resources; and (b) is a violation of the criminal laws of the United States or of any state or other subdivision of the United States; and (2) appears to be intended (a) to intimidate or coerce a civilian population; (b) to influence the policy of a government by intimidation or coercion; or (c) to affect the conduct of a government by mass destruction, assassination, or kidnapping.

Threat. An indication of possible violence, harm, or danger.

Transportation Management. Transportation prioritizing, ordering, sourcing and acquisition; time phasing plans; fleet management; and movement coordination and tracking.

Tribe. Any Indian tribe, band, nation, or other organized group or community, including any Alaskan Native Village as defined in or established pursuant to the Alaskan Native Claims Settlement Act (85 Stat. 688) [43 U.S.C.A. and 1601 et seq.], that is recognized as eligible for the special programs and services provided by the United States to Indians because of their status as Indians.

Unaffiliated Volunteer. An individual who is not formally associated with a recognized voluntary disaster relief organization; also known as a “spontaneous” or “emergent” volunteer.

Unified Command. An application of ICS used when there is more than one agency with incident jurisdiction or when incidents cross political jurisdictions. Agencies work together through the designated members of the Unified Command to establish their designated Incident Commanders at a single ICP and to establish a common set of objectives and strategies and a single Incident Action Plan.

United States. The term “United States,” when used in a geographic sense, means any state of the United States, the District of Columbia, the Commonwealth of Puerto Rico, the U.S. Virgin Islands, Guam, American Samoa, the Commonwealth of the Northern Mariana Islands, any possession of the United States and any waters within the jurisdiction of the United States. (As defined in section 2(16) of the Homeland Security Act of 2002, Public Law 107-296, 116 Stat. 2135, et seq. (2002).)

Unsolicited Goods. Donated items offered by and/or sent to the incident area by the public, the private sector, or other source, that have not been requested by government or nonprofit disaster relief coordinators.

Urban Search and Rescue. Operational activities that include locating, extricating and providing on-site medical treatment to victims trapped in collapsed structures.

Volunteer. Any individual accepted to perform services by an agency that has authority to accept volunteer services when the individual performs services without promise, expectation, or receipt of compensation for services performed. (See, for example, 16 U.S.C. § 742f(c) and 29 CFR § 553.101.)

Volunteer and Donations Coordination Center. Facility from which the Volunteer and Donations Coordination Team operates. It is best situated in or close by the SEOC for coordination purposes. Requirements may include space for a phone bank, meeting space and space for a team of specialists to review and process offers.

Weapon of Mass Destruction (WMD). As defined in Title 18, U.S.C. § 2332a: (1) any explosive, incendiary, or poison gas, bomb, grenade, rocket having a propellant charge of more than 4 ounces, or missile having an explosive or incendiary charge of more than one-quarter ounce, or mine or similar device; (2) any weapon that is designed or intended to cause death or serious bodily injury through the release, dissemination, or impact of toxic or poisonous chemicals or their precursors; (3) any weapon involving a disease organism; or (4) any weapon that is designed to release radiation or radioactivity at a level dangerous to human life.

Forrest County Emergency Support Function #1 –Transportation Response Annex

ESF #1 Coordinator

Forrest County School District
Transportation Director
Hattiesburg School District
Transportation Director
Petal School District
Transportation Director
Hattiesburg Mass Transit Director

Forrest County Sheriff's Department
Forrest County & Municipal School Police
Hattiesburg & Petal Police Department
Forrest County Volunteer Fire Department
AAA Ambulance Service

State Primary Agencies

Mississippi Department of Transportation

Primary Agencies

Forrest County & Municipal School
Districts
Hattiesburg Mass Transit

Forrest County Emergency Management
Director

State Support Agencies

Mississippi Department of Corrections
Mississippi Department of Education
Mississippi Department of Environmental
Mississippi Department of
Finance/Administration
Mississippi Department of Health-EMS
Mississippi Department of Human Services
Mississippi Department of Public Safety-
Mississippi Highway Patrol
Mississippi Department of Rehab Services
Mississippi Wildlife Fisheries and Parks
Mississippi Development Authority
Mississippi Emergency Management
Agency
Mississippi Public Service Commission
Mississippi Military Department

Support Agencies

Forrest County & Municipal School
Districts

Introduction

Purpose

The primary purpose of this Emergency Support Function (ESF) is to provide and maintain a transportation infrastructure for the support of response and recovery assistance missions following an emergency or major disaster.

This ESF also includes procedures for a coordinated evacuation process should one ever be ordered or recommended by the city or county officials due to an impending disaster or incident (hurricane, tropical storm, terrorist threat, hazardous materials release etc.).

Scope

If local government transportation capabilities or resources become inadequate to meet the emergency transportation needs of Forrest County, ESF# 1 of the Mississippi Comprehensive Emergency Management Plan (CEMP) will be activated with the Mississippi Department of Transportation (MDOT) serving as the primary coordinator. Should the requirements for emergency transportation needs overwhelm the available resources within the state, MEMA will request in conjunction with MDOT to activate the Federal ESF#1 with Federal U. S. Department of Transportation.

Forrest County Emergency Support Function #1 –Transportation Response Annex

Relationship to Whole Community

This section describes how ESF #1 relates to other elements of the whole community.

Local, State, Tribal, and Area Governments

Primary responsibility for management of incidents involving transportation normally rests with local and state authorities and the private sector, which own and operate the majority of the Nation's transportation resources. As such, a Federal response must acknowledge local, state, tribal, territorial, and insular area transportation policies, authorities, and plans that manage transportation systems and prioritize the movement of relief personnel and supplies during emergencies.

Private Sector/Nongovernmental Organizations

The private sector owns or operates a large proportion of the Nation's transportation resources and is a partner and/or lead for the rapid restoration of transportation-related services. Private-sector mutual aid and assistance networks facilitate the sharing of resources to support response.

Core Capabilities and Actions

ESF Roles Aligned to Core Capabilities

The following table lists the response core capability that ESF #1 most directly supports, along with the related ESF #1 actions. Though not listed in the table, all ESFs, including ESF #1, support the Core Capabilities of Planning, Operational Coordination, and Public Information and Warning. **The actions listed beside each core capability in the table apply to local, state, tribal, federal, and Non-Governmental Organizations (NGOs).**

Core Capability	ESF #1 Transportation
Critical Transportation	• Monitor and report the status of and damage to the transportation system and infrastructure. • Identify temporary alternative transportation solutions to be implemented when primary systems or routes are unavailable or overwhelmed. • Implement appropriate air traffic and airspace management measures. • Coordinate regulatory waivers and exemptions. • Provide longer-term coordination of the restoration and recovery of the affected transportation systems infrastructure if required.

Policies

- Forrest County EMA director will work in conjunction with the School Superintendent or Transportation Director to ensure that all local government transportation requests are tasked based on citizen needs and available resources.

Forrest County Emergency Support Function #1 –Transportation Response Annex

- All support agencies will provide a designated staff person to work with the ESF #1 lead for Forrest County to ensure any necessary procurement of resources, staging areas, collection points and mission assignments are handled.
- The Forrest County School District Transportation Director will continue to provide necessary updates on road conditions, availability of transportation routes and resources through efforts with the Mississippi Department of Transportation and ESF #13.

Concept of Operations

Assumptions

- During various disasters, normal transportation systems in Forrest County could incur damages leaving many citizens without transportation from the risk zones.
- Roads and bridges immediately surrounding the affected area will be damaged or heavily congested, impairing emergency transportation to, from, and within the area.
- Signs, signals, and other types of markers, which facilitate traffic movement and control, will be damaged or destroyed.
- Communications for transport facilities and services will be disrupted.
- Shortfalls can be expected in both the infrastructure and in the logistical areas of transportation in terms of support personnel, equipment, materials, and supplies.
- Most vehicles would be driven on major highways or alternate roadways during disaster situations. Therefore, restoration of rail, air, water, and pipeline transportation would not be as high a priority as these main traffic routes.
- Upon the request of the Governor, all state agencies in charge of public transportation resources will comply with ESF #1's emergency acquisition of vehicles for evacuation purposes and the emergency movement of resources. Strike teams for EMAC may be employed in the event of a multi-state disaster.

General

The Forrest County Emergency Management Agency Director will keep all responsible agencies informed of all impending conditions (transportation developments, weather, hazardous materials, or other event) which would cause them to assume a readiness posture in preparation of EOC activation, possible deployment of resources to a forward area or other required activities.

Organization

The Forrest County School District Transportation Director will assume the lead as coordinator of all transportation requirements during an incident, major emergency or disaster. These duties will be executed in conjunction with personnel and resources as listed under all support agencies for the county.

Local/Separate municipalities will support the ESF based on available personnel and resources.

Forrest County Emergency Support Function #1 –Transportation Response Annex

Administrative and Logistical Support

All participating ESF #1 agencies are expected to:

- Coordinate their support with ESF #1.
- Locate, identify, and set up their operational work areas and maintain logistical support for them.
- Attend and support briefings and other coordination meetings, whether at the EOC or elsewhere.
- Maintain operational logs, messages, requests, and other appropriate documentation for future reference.
- Maintain their maps, displays, status reports, and other information not included in the ESF #5 operations.
- Keep record of the costs of all available, acquired, and contracted resources incurred during support activities for emergency or major disaster operations for reporting purposes and potential reimbursement.
- Ensure that their financial management system, automated or otherwise, used to capture their incurred costs during an emergency, major disaster, or exercise is in compliance with applicable agency, state, and federal guidelines, rules, standards, and laws. Reimbursement of incurred costs is subject to audit.

Actions

Preparedness

- All Forrest County agencies with ESF #1 responsibilities will ensure that they have Standard Operating Procedures (SOPs) in place to enable them to perform appropriate levels of mitigation, preparedness activities prior to initiating event.
- Conduct annual training drills or exercises to ensure a high level of readiness for response personnel.

Pre-Incident

- Forrest County ESF #1 lead will develop/maintain alert and notification procedures for key transportation officials and agencies that support ESF# 1.
- Ensure a designated person is identified to work (24 hour coverage if necessary) within the Forrest County EOC. This resource shall remain until EOC operations return to normal.

Incident

- Immediately upon notification of an incident, actual disaster or major emergency, the Forrest County ESF #1 coordinator will activate the internal plan and/or SOP.

Forrest County Emergency Support Function #1 –Transportation Response Annex

- Ensure adequate communication is established and maintained with all applicable responders of ESF #1.
- Coordinate the distribution of assets as needed or based on requirements identified by local government and other ESFs.
- Maintain log of actions taken, resources ordered/used, records of personnel and equipment/ location and all other documents to support reporting requirement.
- Assist in gathering information on road closures to the state ESF # 1 lead to be disseminated through public broadcast via ESF #15.

Recovery

- Forrest County ESF #1 coordinator will work in conjunction with ESF # 3 to inspect and classify all routes available for re-entry and recovery.
- Forrest County ESF #1 coordinator will assist with transportation needs for evacuees and work with other support agencies to ensure resources are available.
- Coordinate with the State Emergency Operations Center to ensure that all recovery and re-entry information is disseminated through Public Radio, broadcast media and other available sources.

Post-Incident

- Develop a timeline to ensure all support personnel have been re-deployed back to their agencies and/or organizations.
- Prepare an after-action report (AAR). The AAR identifies key problems, indicates how they are to be/were solved, and makes recommendations for improving ESF response operations.
- All ESF #1 organizations assist in preparation of the after-action report.
- Provide after action report to the Forrest County Emergency Manager to ensure lessons learned are identified and recommended solutions are captured.

Responsibilities

Forrest County School District Transportation Director

The Office of Transportation, Forrest County Schools will ensure that the Transportation Director is tasked based on position to serve as lead for the ESF#1 requirement for Forrest County. The coordinator will be required to develop, maintain and execute all of the personnel and resources to support all incidents, disasters and/or major emergency that would affect Forrest County and its citizens. The below items outline specific duties:

- Develop and maintain an internal SOP that outlines all functions required for ESF#1 support.

Forrest County Emergency Support Function #1 –Transportation Response Annex

- Maintain a current inventory of county schools resources (buses, fuel, drivers etc.).
- Ensure current route maps and staging points (if needed) are available and accurate.
- Provide transportation needs for emergency work crews as appropriate.
- Assist in the mobilization of special needs populace based on request from local government.

Forrest County Emergency Management Agency Director

The Forrest County Emergency Manager upon the advisement from the State (if warranted) and in conjunction with the County and City Officials will complete the following:

- Ensure the timely and efficient activation of the requirements of ESF # 1 to support transportation needs.
- Confer with the support agencies to make decisions based on the incident to deploy designated support personnel to the county EOC.
- Task in conjunction with the ESF #1 coordinator all available resources and personnel to deploy to designated areas as needed.
- Provide all agencies and volunteers with up to date information that would affect the situation (weather, changes in conditions of the situation, road closures, etc.).

Agencies' Responsibilities

Agency	Functions
Forrest County School District Superintendent	• Staff Person designated to ESF #1 lead to allocate District Transportation. • Allocate or obtain county transportation resources (buses, fuel, drivers, etc.) for mission tasking during in the disaster or evacuation. • Alert all personnel/mechanics, bus drivers and applicable personnel of possible deployment. • Maintain coordination with the Forrest County EOC. • Support other agencies as needed to accomplish assigned mission by the EOC to meet the needs of the citizens of Forrest County. • Support Transportation resources upon request. • Dedicate resources from inventory. • Support transport of Special Needs populace as needed. • Maintain coordination with the Forrest County School District Transportation Director and the local EOC.
Forrest County Transportation Agency	• Supply transportation resources upon request. • Support transport of special needs populace as needed. • Maintain coordination with the Forrest County School Transportation Director and the EOC.

Forrest County Emergency Support Function #1 –Transportation Response Annex

Agency	Functions
Forrest County Sheriff's Department, (Hattiesburg, Petal, and Forrest County School Police)	• Assist with transportation traffic control. • Provide necessary property protection of evacuated areas. • Assist with route clearance of debris as needed. • Any other mission as identified by the senior law enforcement agency.
Public Works/Engineering, (County and City)	• Assist in keeping evacuation routes open (debris removal). • Inspection/assessment of roadways/bridges.
County Emergency Medical Services	• Establish/operate Emergency Medical care centers in risk area following evacuation. • Provide continued medical care for patients, who cannot be moved when facilities are evacuated (see ESF #8). • Coordinate with Forrest County Schools to use buses to transport patients as needed.

ESF #1 Review and Maintenance

As a minimum, the ESF coordinator contact will coordinate and conduct an annual review of this annex with all support agencies. Additional reviews may be conducted if experience with an incident or regulatory changes indicate a need. Recommendations for change will be submitted to Forrest County Emergency Management Agency for approval, publication, and distribution.

**Forrest County Emergency Support Function #1 –Transportation Response
Annex**

Forrest County Emergency Support Function #2 – Communications Response Annex

ESF #2 Coordinator

Forrest County Emergency Management Agency

Primary Agency

Forrest County Emergency Management Agency

Support Agencies

Forrest County Sheriff's Office-PSAP
Hattiesburg Central Dispatch-PSAP
Petal Police Department-PSAP
USM Police Department-PSAP
Designated EOC Personnel
AAA Ambulance-PSAP
Forrest County Amateur Radio

Private Sector Partners

AT&T Communications
C-Spire
Wireless Telecommunications Providers
Cellular Service Providers

State ESF Coordinator

Mississippi Emergency Management Agency (MEMA)
State Primary Agencies
Mississippi Emergency Management Agency (MEMA)
Mississippi Department of Public Safety (MDPS)
Mississippi Wireless Communications Commission (WCC)

Introduction

Purpose

This ESF was developed in order to provide information about communications equipment and warning capabilities that are available in Forrest County during emergency operations. The entire communications system is discussed and procedures for its use are outlined. The success of ESF # 2 requires the coordination, pooling, and networking of both available and obtainable communications resources provided by local government entities, volunteer organizations, other organizations, corporations, or other telecommunications providers.

The term “available” refers to resources within the existing inventory or control of participating agencies that can be used for the event. The term “obtainable” refers to resources to be acquired through mutual aid agreement, contract, lease, purchase, or otherwise from the inventory or control of participating agencies. These resources may be in such forms as facilities, personnel, equipment, materials, supplies, consulting services, contractual services, easements, rights-of-way, technical assistance, or other.

Scope

If local government communications capabilities or resources become inadequate to meet emergency or major disaster needs, ESF #2 of the Forrest County Comprehensive Emergency Management Plan (CEMP) will be activated to provide support to those jurisdictions and agencies affected. This support will be provided in accordance with the Concept of Operations in the State CEMP, which also consolidates the concepts of the National Response Framework (NRF).

Relationship to Whole Community

This section describes how ESF #2 relates to other elements of the whole community. Basic concepts that apply to all members of the whole community include:

Forrest County Emergency Support Function #2 – Communications Response Annex

Local, State, Tribal, and Area Governments

- Gain situational awareness through reporting that occurs at each level: from local, state, tribal, territorial, insular area governmental agencies; nongovernmental organizations; industry essential service providers; other private sector partners; and residents. Information and support requests generally flow from the incident level, through operations and coordination centers, to decision makers. At the same time, decision makers and operations and coordination centers provide accurate, actionable, and relevant information to support incident operations.
- Initiate actions to save and sustain lives, reduce human suffering, and provide additional resources and assistance to response efforts. ESF #2 accomplishes this by providing assistance to stabilize and re-establish critical infrastructure quickly and efficiently, coordinating requests for additional support, identifying and integrating resources and capabilities, and coordinating information flow.

Local authorities are responsible for obtaining required waivers and clearances related to ESF #2 support.

Private Sector/Nongovernmental Organizations

The private sector owns or operates most of the Nation’s communications infrastructure and is a partner and/or lead for the rapid restoration of infrastructure-related services.

Through planning and coordination, private sector entities provide critical information for incident action planning and decision making during an incident. Private sector mutual aid and assistance networks also facilitate the sharing of resources to support response.

Core Capabilities and Actions

ESF Role Aligned to Core Capabilities

The following table lists the Response core capability, Operational Communications, that ESF #2 supports, along with the related ESF #2 actions. Though not listed in the table, all ESFs, including ESF #2, support the core capabilities of Planning, Operational Coordination, and Public Information and Warning. **The actions listed beside each core capability in the table apply to local, state, tribal, federal, and Non-Governmental Organizations (NGOs).**

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Forrest County Emergency Support Function #2 – Communications Response Annex

Core Capability	ESF #2- Communications
Operational Communications	• Ensure the capacity to communicate with both the emergency response community and the affected populations and establish interoperable voice and data communications between local, state, tribal, and area first responders. • Re-establish sufficient communications infrastructure within the affected areas to support ongoing life-sustaining activities; provide basic human needs, including the needs of individuals with disabilities and others with access and functional needs; and transition to recovery.

Policies

- An emergency or major disaster may strike one or more areas of the county at any time. The primary event may be a natural disaster, a technological, or other man-made event which causes varying degrees of damage ranging from minor to severe. Secondary effects may also increase damage to further render local communications systems inadequate or inoperable for a prolonged period.
- Two-way communication is essential for the orderly and efficient management of disaster operations. Prior to the impact of a disaster, coordination with other local governments and often with the state is critical. As a consequence, decisions affecting these areas must be communicated to them before conditions prevent the completion of these preparedness and/or response activities.
- Communications systems include traditional radio, telephone, telefax, and wide area network (WAN) connectivity, which may be supported by satellite, wireless, traditional landline services, and other modern electronic delivery mediums. These systems may be disrupted or limited by weather phenomena, antenna damage, transmission line damage, power outages, or other problems.
- Following disasters that have caused extensive damage, communications assistance and support may be required both from within and outside the county and state in order to alleviate human suffering and to restore the affected community (ies) to normal in the least amount of time, if possible.
- County and municipal officials, nonprofit organizations, and private-sector entities respond to the vast majority of incidents acting under their authorities or through agency or interagency contingency plans.
- The use of both traditional communications systems and modern technologies, such as WebEOC®, Internet, high-frequency phones and radios, and satellite networks, combined with backup from other counties and agencies tasked under this ESF, will enhance the county's capability in communications and automated data systems.
- Alternate, backup, or substitute methods of communication that may be required will be provided by other support agencies having these assets.

Forrest County Emergency Support Function #2 – Communications Response Annex

- Virtual-public activities, industry, commercial firms, and amateur radio operators are capable of augmenting established communications systems.
- Communications within the disaster area will require re-establishment or augmentation to provide verbal exchange between the state and federal disaster officials. Assistance can be provided with the deployment of MEMA's Mobile Operations Command Center (MOBOPS). MOBOPS' abilities include: , nine telephone lines, 700/800 trunks, UHF, two high band channels, two low band channels, two satellite radios, a marine radio, an aircraft radio, a camera system, video teleconferencing capacity, four VOIP lines, and Ground Control for Internet connection and additional capabilities.
- Emergency communications links between the State Emergency Operations Center (SEOC), the Federal government, and state agencies will be developed as needed.
- Ensuring the security of certain privileged or proprietary information will be accomplished.
- In a major disaster, existing communications may require augmentation to handle the increased volume of traffic.
- Interoperable communications with on and off-scene personnel will be achieved through the use of the Mississippi Wireless Integrated Network (MSWIN) which serves as the statewide 700 MHz interoperability system, ACU-1000s installed throughout the state, development of Incident Communications Plans (ICS Form 205), and/or the National Interoperability Field Operations Guide (NIFOG).
- All efforts will be made to meet the needs of those individuals with communication disabilities working in emergency operations, in accordance with the Americans with Disabilities Act (ADA).
- Policies regarding actions taken by 911 communication centers to an effort to support/coordinate communications, including alternate or backup methods, are included in local plans.

Concept of Operations

Assumptions

- Effective coordination of emergency response requires some form of communications.
- Communications systems may fail during a disaster or emergency.
- During period of heavy activity, some channels may become saturated with radio traffic.
- Lack of communications discipline and proper technique can reduce the effectiveness of communications systems.

Forrest County Emergency Support Function #2 – Communications Response Annex

- The Communications Center is usually only staffed with limited personnel, so communications with dispatch may become quickly overwhelmed.

General

- Communications play a critical role in emergency operations. Extensive communications network and facilities are already in existence throughout Forrest County. When these capabilities are properly coordinated, response activities become much more effective and efficient.
- Forrest County Emergency Management Agency has the primary responsibility for maintaining and operating the Emergency Operations Center (EOC) emergency communications systems and conducting the restoration of the communications infrastructure.
- The existing radio, telephone, telefax, and other systems of Emergency Management will provide the primary means for government communications. Backup and supplemental support communications systems are provided by all agencies participating in this ESF.
- All agencies with ESF # 2 responsibilities will ensure that they have Standard Operating Procedures (SOPs) in place to enable them to perform appropriate levels of mitigation, preparedness, response, and recovery related to the event. Agencies will have completed mitigation and preparedness activities prior to the initiating event, and will begin to perform response and recovery as needed.

Organization

- The Director of Forrest County Emergency Management Agency exercises control over the Emergency Management communications organizations and those who share in the network for support purposes. Operational control for ESF #2 is passed down from the Emergency Management Director to the Communications Officer.
- The Operations Director for Forrest County Emergency Management Agency is directly responsible for the activities and establishment of facilities in the Emergency Communications Center (ECC). He coordinates and controls personnel and equipment from support organizations in accordance with EOC emergency operating procedures.
- The Emergency Management communications organization is comprised of assigned personnel from Emergency Management and trained operators from supporting government agencies, quasi-public activities, and the private sector with terminal and entry equipment stored in the EOC.

Administrative and Logistical Support

- Individuals that represent their agencies/departments at the Forrest County EOC are responsible for knowing and using the proper communication and message procedures found in this ESF. They will be under the authority of Forrest County Emergency Management Director.
- Support agencies with communications systems linked to the county EOC are responsible for the maintenance of their equipment.

Forrest County Emergency Support Function #2 – Communications Response Annex

- Operational logs, messages, requests, and other appropriate documentation will be maintained for future reference. Paper documents will be saved to a CD, thumb drive, or other available electronic format and the paper documentation will be shredded after three years on file.
- All ESF #2 agencies which have automated financial management systems will utilize those systems to capture incurred costs of all available, acquired, and contracted resources used during the support activities related to emergency or major disaster operations. Those agencies not having access to an automated system will utilize their existing system to capture all related costs for reporting and potential reimbursement.
- All ESF #2 agencies should ensure that their financial management system, automated or otherwise, is used to capture their incurred costs during an emergency, major disaster, or exercise and must be in compliance with applicable agency, state, and federal guidelines, rules, standards, and laws. This understanding is based on the knowledge that any reimbursement of incurred costs is subject to audit.

Actions

Preparedness

- Equipment is kept under a constant schedule of testing, maintenance, and repair.
- Replacement parts are kept at the EOC and arrangements are in existence for additional repair facilities.
- Personnel are trained on the appropriate equipment as necessary.

Pre-Incident

- Alert local governments in the danger areas throughout Forrest County. Notifications for information to communicate may include severe weather information and/or damage, hazardous material spills, radiological incidents and shipments, major structure fires and explosions, major transportation accidents, search and rescue, missing/overdue aircraft, bomb threats, wild land fires, civil disorder, dam failure, water supply failure, terrorist incidents including weapons of mass destruction, general health hazards, and other events, as needed.
- Acquire the appropriate equipment and telecommunications services and make ready for emergency operations.
- Maintain a current contact list of vendors for technical support purposes.
- Maintain a current list of all AT&T emergency contact numbers.
- Maintain alert and notification procedures for EMA personnel, ESF #2 support personnel, and other key personnel supporting the Forrest County CEMP.
- Provide an ECO and alternate, if 24-hour coverage is necessary, and ESF #2 liaison to the EOC.

Forrest County Emergency Support Function #2 – Communications Response Annex

- May provide communications pre-staging capabilities with mobile command post equipped with land mobile and satellite radio.

Incident

- When emergency operations are initiated, the Forrest County Emergency Management Director will determine which communications personnel will be required to report to duty. Staff requirements will vary according to the incident.
- Alert notifications are made through telephone, e-mail, pagers, text messages to cell phones, radio, and fax capabilities.
- All ESF personnel represented in the EOC will use an event summary form to briefly document all their general activities performed.
- All requests for assistance and all general communication messages will be taken down on the form and given to the person designated to log messages. The message logger will then route the message to the appropriate ESF represented in the EOC.
- All representatives at the EOC will keep phone logs.

Recovery

- All activities in the emergency phase will continue until such time as emergency communications are no longer required.
- Provide communications support as required.
- Provide information on status of communications in Forrest County.

Post-Incident

- Operational logs, messages, requests and other appropriate documentation will be maintained for future reference.
- Internal and external communications equipment is essential to support disaster response and recovery efforts. Each is needed to disseminate instructions and operational guidance. Internal communications equipment may utilize existing telephone systems, e-mail, satellite radio, facsimile machines, High Frequency (HF) radio or messengers.
- Support agencies with communications systems linked to the EOC and other field operations are responsible for the maintenance of their own equipment.
- The Operations Director is responsible for maintaining the availability of adequate repair parts and operating supplies.
- Prepare an after action report for closeout to identify key problems, issues and recommended resolutions and submit to Forrest County Emergency Management Director.

Forrest County Emergency Support Function #2 – Communications Response Annex

Responsibilities

The day-to-day operations of local Emergency Management provides planning and personnel training to obtain the maximum use of available resources and materials in the event an emergency should arise. During the emergency, local government will coordinate and identify essential resources to be rendered to disaster victims. The aim of the Communications ESF is to utilize assigned and trained personnel to carry out each assignment effectively among the many equipment tasks to be performed during an emergency.

Forrest County Emergency Management

- Activate the EOC/ECC when necessary.
- Develop and maintain a current personnel roster for EOC staffing (have back-up EOC personnel already notified in case of extended 24-hour period operations).
- Responsible for overall authority of EOC/ECC operations.
- Supervise all communication activities.
- Responsible for checking commercial radio and television broadcasts for accuracy of public information.
- Maintain and be responsible for the proper functioning of communications equipment in the ECC.
- Coordinate with assigned EOC staff on communication's usage and procedures.
- Be sure that all incoming/outgoing disaster communication traffic is documented on the proper message forms.
- Appoint someone to number messages and record them in a log.
- Establish communication protection procedures against lightning strikes, loss of power, etc.
- Establish communication contact with the Mississippi Emergency Management Agency.
- Identify and know the activation procedures of all Forrest County warning systems.
- Under the authority of the Board of Supervisors and Mayors, responsible for relaying all local watches and warnings via this ESF and ESF# 15.
- Provide a predetermined list of manpower for door-to-door warning if necessary (especially for at risk populations such as: hearing impaired, non-English speaking groups, elderly populations, transportation disadvantaged, etc.). For more information on at risk populations see Basic Plan.
- Educate the public regarding the use of the warning systems.

Forrest County Emergency Support Function #2 – Communications Response Annex

- Phase down EOC operations when disaster is closed out.

Support Agencies' Responsibilities

Agency	Functions
Forrest County Sheriff's Office	• Direct all calls concerning the disaster to the appropriate location (i.e., EOC, Sheriff's Office, Fire Department, Hospital, etc.). • Responsible for proper screening and routing of all incoming telephone calls.
Forrest County Amateur Radio Operators	• Responsible for upkeep of own communications equipment. • Coordinate with Emergency Management in the proper dispatching and handling of all emergency request calls during disasters. • Assist in warning key personnel, public, and emergency departments of impending danger.
City of Hattiesburg and Petal Police Departments and Fire Services	• Provide communications support to the EOC. • Relay all field actions or requests back to the EOC. • Provide mobile public address units for warning, if necessary. • Provide manpower for door-to-door warning, if necessary and feasible.
Designated county EOC personnel	• Report to the EOC when notified of its activation. • Responsible for proper use of the equipment at assigned position. • Establish communication links with responders in the field. • Responsible for keeping accurate records of all traffic over the various networks. • Responsible for reporting any problems or difficulties with equipment, personnel, or any communication devices to Emergency Management personnel.
Forrest County Emergency Service Response Agencies	• Responsible for maintaining a constant communications link to their EOC representative for coordination purposes.

ESF #2 Review and Maintenance

Forrest County Emergency Management will coordinate an annual revision of this ESF annex with all supporting agencies. Unscheduled reviews may be conducted based on incident experience or changing laws and regulations. Recommendations will be submitted to Emergency Management as needed for approval, publication, and distribution.

Forrest County Emergency Support Function #2 – Communications Response Annex

Appendices

Appendix 1	Event Summary Log
Appendix 2	Warning Equipment/Procedures
Appendix 3	Forrest County Radio Operating Frequencies
Appendix 4	Mississippi Wireless Communications Commission Regional Map
Appendix 5	SATCOM Network
Appendix 6	NWS Warning Areas
Appendix 7	Mississippi Highway Safety Patrol Districts
Appendix 8	MDPS Emergency Telephone Numbers

**Forrest County Emergency Support Function #2 – Communications Response
Annex**

Appendix 1- Event Summary Log

EVENT/OPERATIONS SUMMARY LOG		
Insert the number beside the type event/incident onto the appropriate line in the column marked "EVENT ID No." Use an ID number for each event worked during the operational period. Distinguish different events with the same ID No. by adding an alphabetic indicator for each different event of the same type (example, 4a, 4b, 4c, etc.). 1. ELT/SAR 2. Flooding 3. General Inquiry 4. Haz Mat 5. Media Inquiry 6. Fire/Explosion 7. Oil/Gas Well 8. Pipeline 9. Public Inquiry 10. Rad Emergency 11. Resource Request 12. Severe Weather 13. Transportation 14. Water system 15. Winter Storm 16. Bomb Threat		
Name:		Date:
TIME	EVENT ID No.	SUMMARY OF ACTIONS TAKEN

Forrest County Emergency Support Function #2 – Communications Response Annex

Appendix 2- Forrest County Warning Equipment Procedures

1. National Weather Service (NWS)

Forrest County is part of the Jackson National Weather Warning District and will receive weather related information from this location.

2. NOAA Weather/All Hazards Radio

NOAA weather/all hazards radio report the latest weather information 24 hours a day directly from the NWS office in Jackson to Forrest County.

Severe Weather

During threatening or severe weather, NOAA Radio broadcasters can interrupt the routine weather broadcasts with special weather statements or warning messages. Broadcasters also activate the warning alarms on weather and all hazard radios, indicating that an emergency message is being transmitted.

Warning Alarm

A warning siren alarm test is conducted the first Tuesday of each Month. If threatening weather is forecast or precipitation is detected by radar, the test is postponed until the following day.

Public Schools and Buildings

All schools and public buildings in Forrest County have been equipped with NOAA all-hazard radios. Also, the public schools have been equipped with alert devices that allow the schools to receive real time information on the alert that is broadcast by the Forrest County Emergency Management Agency.

3. Hattiesburg & Petal Police Departments, Hattiesburg & Petal Fire Departments, Forrest County Fire Departments, E-911, and Forrest County Emergency Management Agency

The Hattiesburg & Petal Police Departments, Hattiesburg & Petal Fire Departments, Forrest County Fire Departments, E-911, and Forrest County Emergency Management Agency have the ability to activate the 911 toning system that alerts emergency services personnel. The Emergency Management Coordinator will also instruct E-911 when to notify other pertinent officials of Forrest County or the Cities of Hattiesburg & Petal, as he/she deems necessary.

4. Emergency Alerting System (EAS)

EAS provides a means for supplying emergency information to the public. It utilizes commercial radio and television. Broadcast services are provided on a voluntary organized basis. Stations that utilize EAS are listed in ESF #15.

Forrest County Emergency Support Function #2 – Communications Response Annex

5. Print Media

When time is sufficient, emergency awareness information and procedures are provided through the print media, particularly through newspapers.

6. Project Skywarn

Project Skywarn is a national program designed to place trained personnel in the field to spot and track severe weather and tornados. Skywarn is sponsored locally by the Forrest County Emergency Management Agency. Training is conducted by the National Weather Service office in Jackson.

7. Outdoor Warning Sirens

The Cities of Hattiesburg, Petal, and the University of Southern Mississippi have a combined total of 10 outdoor warning sirens. These sirens can be activated during a tornado warning or disaster from several locations throughout Forrest County. The Forrest County Emergency Management Coordinator is responsible for activating the siren system once a tornado warning has been issued.

Forrest County Emergency Support Function #2 – Communications Response Annex

Appendix 3- Forrest County Radio Operating Frequencies

Forrest County Radio system information

Forrest County is part of the MSWINN Radio system. We maintain three sites on the system. Forrest County operates 109 Talk groups on the MSWINN System. All Governmental and Public Safety Agencies inside Forrest County operate on this P25 trunking system.
Forrest County also has compatibility with State agencies by using this system.

Appendix 4- Mississippi Wireless Communications Commission Regional Map

Forrest County Emergency Support Function #2 – Communications Response Annex

Adams County EMA	Warren County EMA
Coahoma County EMA	Washington County EMA
Copiah County EMA	Hinds EOC
DeSoto County EMA	Bolivar CD
George County EMA	Claiborne CD
Grenada County EMA	Hancock CD
Hattiesburg EMA	Harrison CD
Jackson County EMA	Pearl River CD
Lauderdale County EMA	Stone CD
Lowndes County EMA	Greenwood MHP
Monroe County EMA	MDOT Radio
Panola County EMA	RAD Health
Tate County EMA	MS Department of Public Safety
Tunica County EMA	Wildlife, Fisheries, and Parks

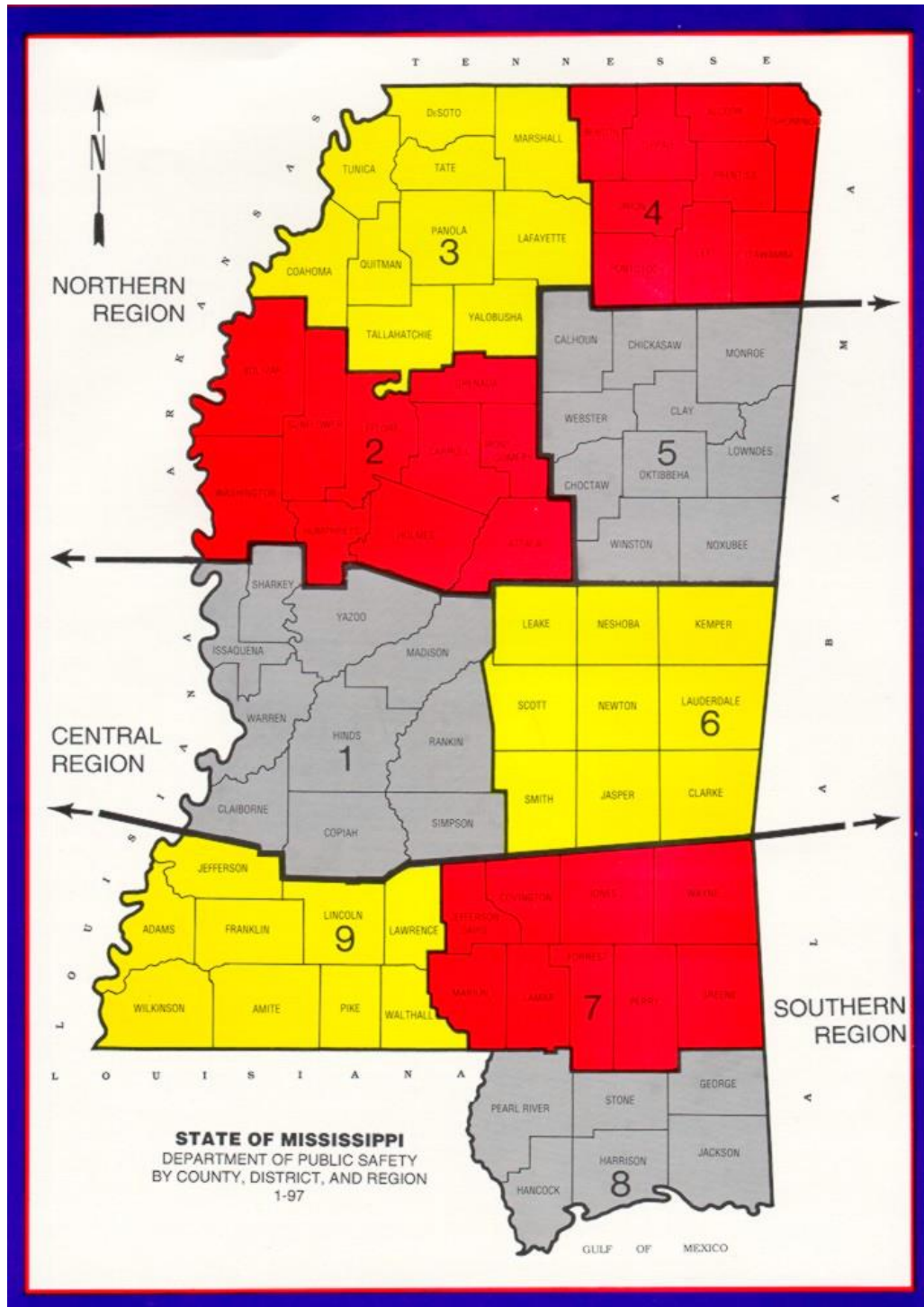
**Forrest County Emergency Support Function #2 – Communications Response
Annex**

Appendix 6- National Weather Service Warning Areas

Jackson Weather	601-936-2189
Slidell Weather	985-645-0899
Mobile Weather	251-633-6443
Memphis Weather	901-544-0399

Forrest County Emergency Support Function #2 – Communications Response Annex

Appendix 7- Mississippi Highway Safety Patrol Districts



**Forrest County Emergency Support Function #2 – Communications Response
Annex**

Appendix 8- Mississippi Department of Public Safety Emergency Telephone Numbers

MDPS Emergency Telephone numbers	
HQs/Troop C Dispatch 601-987-1530	
800-843-5352 Toll free number	
Troop Main Numbers	
Troop C	601-420-6342
Troop D	662-453-4515
Troop E	662-563-6400
Troop F	662-534-8619
Troop G	662-323-5314
Troop H	601-693-1926
Troop J	601-582-3529
Troop K	228-396-7400
Troop M	601-833-7811
MBI	601-987-1579
Public Affairs	601-987-1393
MJIC at CIC	601-933-2662
Homeland Security	601-346-1521
Motor Carrier Unit	601-362-3541

Forrest County Emergency Support Function #3- Public works and Engineering

ESF #3 Coordinator

Forrest County Road Manager
Forrest County Maintenance Supervisor
Hattiesburg Public Works Director
Petal Public Works Director

Pearl River Valley EPA
Southern Pines Electric Power Assn.
Wilmot Gas Company
Center Point Energy
AT&T
Comcast Cable

Primary Agencies

Forrest County Board of Supervisors
Municipalities in Forrest County
Forrest County Emergency Management Agency
Hattiesburg Public Works Department
Petal Public Works Department
Forrest County Road Department
Forrest County Maintenance Supervisor

Support Agencies

Forrest County Engineer
Forrest County Health Department
Water Associations –
 Barrontown Water Association
 Brooklyn Utility
 Carnes Utility
 Dixie Community Utility
 Eastabuchie Water Utility
 Glendale Utility District
 McLaurin Utility District
 Rawls Springs Utility
 Sunrise Water Utility Association
 Hattiesburg Water
 Petal Water

Other Public/Private Utilities

Mississippi Power
Dixie Electric Power Assn.
South MS Electric Power Assn.

State Non-governmental Support Organizations

Alabama/Mississippi Section, American Water Works Association
Mississippi Water and Pollution Control Operators Association
Mississippi Rural Water Association
Mississippi Chapter of the American Public Works Association
Mississippi Water Environment Association
Building Officials of Mississippi
Community Resource Group/Mississippi Rural Community Assistance Program
Mississippi Municipal League
Mississippi Association of Supervisors

State ESF Coordinator

Mississippi Emergency Management Agency
Mississippi Chapter of the American Public Works Association

State Primary Agencies

Mississippi Emergency Management Agency
Mississippi Chapter of the American Public Works Association

Introduction

Purpose

The purpose of this Emergency Support Function (ESF) is to provide for the development of public works and engineering plans for various emergency disasters, situations, and/or incidents when extraordinary measures must be taken to protect lives and property in Forrest County. This ESF provides for work crews and officials to quickly and efficiently restore and maintain public and private utilities to the citizens of Forrest County.

The public works activities addressed in this ESF include, but are not limited to, the following: (1) restoration of utilities; (2) debris and timber removal; and (3) repair and restoration of streets, roads, and bridges.

Forrest County Emergency Support Function #3- Public works and Engineering

Scope

If an emergency or a major disaster should overwhelm the resources and capabilities of public works at the local government level, ESF #3 of the Forrest County Comprehensive Emergency Management Plan (CEMP) will be activated to provide support in accordance with concepts of the State CEMP and the National Response Framework (NRF). The Scope of this ESF includes but is not limited to:

- Participation in needs/damage assessments immediately following a disaster.
- Coordinate emergency clearance of debris to enable reconnaissance of the damaged areas and passage of emergency personnel and equipment for lifesaving, property protection, and health and safety.
- Coordinate removal and disposal of debris from public property.
- Coordinate emergency access routes which include repairs to damaged streets, bridges, ports, waterways, airfields, and other facilities necessary for emergency access to disaster victims.
- Coordinate emergency restoration of critical public facilities, including the temporary restoration of water supplies and wastewater treatment systems.
- Coordinate inspection of damaged structures and facilities. Monitor demolition or stabilization designated by State or local government as immediate hazards to public health and safety, or as necessary to facilitate lifesaving operations (temporary protective measures to abate immediate hazards to the public for health and safety reasons until demolition is accomplished).
- Coordinate emergency contracting to support public health and safety such as providing for potable water, ice, or power.
- Coordinate technical assistance, including inspection of private residential structures and commercial structures.
- Support to other ESFs as outlined in the NRF.
- Assessment and coordination of emergency power to public facilities.

Relationship to Whole Community

Local, State, Tribal, and Area Governments

- A whole community approach is used in the delivery of core capabilities through coordinated planning and response with local, state, tribal, territorial, and insular area partners.
- Local, state, tribal, and area governments are responsible for their own public works and infrastructures and have the primary responsibility for mitigation, preparedness, response, and recovery.

Forrest County Emergency Support Function #3- Public works and Engineering

- Local, state, tribal, and area governments are fully and consistently integrated into ESF #3 activities.
- When activated to respond to an incident, the primary agencies for ESF #3 develop work priorities in cooperation with local, state, tribal, territorial, and insular area governments.
- Local authorities are responsible for obtaining required waivers and clearances related to ESF #3 support.
- Local, state, tribal, territorial, and insular area mutual aid and assistance networks facilitate the sharing of resources to support response activities.

Private Sector/Nongovernmental Organizations

- The private sector owns and/or operates a large proportion of the Nation's infrastructure and is a partner and/or lead for the rapid restoration of infrastructure-related services.
- Through ongoing planning and coordination, the private sector provides critical details for incident action planning and decision making processes during an incident.
- Private-sector mutual aid and assistance networks facilitate the sharing of resources to support response.
- Pre-awarded contracts and other emergency contracting vehicles are used to leverage private sector capabilities to support ESF #3 response activities.
- A whole community approach is used in the delivery of core capabilities through established relationships and agreements with volunteer organizations and other nongovernment organizations.

Core Capabilities and Actions

ESF Roles Aligned to Core Capabilities

The following table lists the Response core capabilities that ESF #3 most directly supports along with the related ESF #3 actions. Though not listed in the table, all ESFs, including ESF #3, support the core capabilities of Planning, Operational Coordination, and Public Information and Warning. **The actions listed beside each core capability in the table apply to local, state, tribal, federal, and Non-Governmental Organizations (NGOs).**

Core Capability	ESF #3- Public Works and Engineering
Infrastructure Systems	• Prepares for potential public works and engineering requirements. Activities include providing public information, contributing to situational awareness, establishing response teams, leveraging technological tools, training and exercising with partners, establishing private sector contracts and agreements, and coordinating with volunteer organizations and other nongovernmental partners.

Forrest County Emergency Support Function #3- Public works and Engineering

Infrastructure Systems (continued)	• Conducts pre-incident and post-incident assessments of public works and infrastructure. • Executes emergency contract support for life-saving and life-sustaining services. • Provides emergency repair of damaged public infrastructure and critical facilities. • Supports restoration of critical navigation, flood control, and other water infrastructure systems, including drinking water and wastewater utilities. • Provides assessment and emergency response support for water, wastewater treatment facilities, levees, dams, buildings, bridges and other infrastructure. • Provides temporary emergency power to critical facilities (e.g., hospitals, water treatment plants, shelters, fire/police stations). • Constructs temporary critical public facilities to temporarily replace destroyed or damaged following a disaster (e.g., schools, local government offices, fire stations, police stations, and medical facilities) in coordination with ESF #6. • Provides assistance in the monitoring and stabilization of damaged structures and the demolition of structures designated as immediate hazards to public health and safety. • Provides structural specialist expertise to support inspection of mass care facilities and urban search and rescue operations in coordination with ESF #9. • Manages, monitors, and/or provides technical advice in the clearance, removal, and disposal of debris from public property and the reestablishment of ground and water routes into impacted areas. For the purposes of ESF #3, the term “debris” includes general construction debris that may contain inherent building material contaminants, such as asbestos or paint. Debris may also include livestock or poultry carcasses and/or plant materials. • Provides technical assistance to include engineering expertise, construction management, contracting, real estate services, and inspection of private/commercial structures. • Provides engineering and construction expertise, responders, supplies, and equipment to address flooding to include providing advance measures in anticipation of imminent severe flooding.
Critical Transportation	• Provides coordination, response, and technical assistance to effect the rapid stabilization and reestablishment of critical waterways, channels, and ports to include vessel removal, significant marine debris removal, emergency dredging, and hydrographic surveys. • Clears debris from roads to facilitate response operations. • For incidents involving a blast or explosion associated with a chemical, biological, radiological, or nuclear (CBRN) threat agent resulting in a contaminated debris field, leads local actions to clear critical transportation routes of CBRN-contaminated debris, during the emergency phase, in consultation with ESF

Forrest County Emergency Support Function #3- Public works and Engineering

	#10. ESF #10 assumes leadership for management of CBRN-contaminated debris after the emergency phase is over.
Environmental Response/Health and Safety	• Collects, segregates, and transports to an appropriate staging or disposal site(s) hazardous materials that are incidental to building demolition debris, such as household hazardous waste and oil and gas from small motorized equipment; removes and disposes of Freon from appliances; and removes, recycles, and disposes of electronic goods. • For incidents involving a blast or explosion associated with a CBRN threat agent resulting in a contaminated debris field, ESF #3, in consultation with ESF #10 and MEMA: – Provides structural specialist expertise to support inspection of damaged CBRN-contaminated infrastructure and may employ temporary stabilization measures or take other actions as necessary to address structural instability concerns. – Performs demolitions after a determination is made that a building is unstable and creates an imminent hazard to workers and/or after ESF #10, in conjunction with other appropriate Local, state, tribal, territorial, and insular area authorities, makes a determination that demolition is the desired cleanup approach.
Public and Private Services and Resources	• Executes emergency contracting support for infrastructure related to life-saving and life-sustaining services to include providing potable water, emergency power, and other emergency commodities and services.
Fatality Management	• Manages debris to facilitate fatality recovery efforts to include establishing a system for sorting debris and recovering human remains. • Provides construction and engineering support for temporary morgues.
Mass Care Services	• Provides construction, engineering, and project management expertise and support for temporary housing and sheltering, ensuring accessibility for those with disabilities and others with access and functional needs to include management of temporary roofing support following hurricane disasters. • Inspects mass care shelter sites to ensure suitability and accessibility of facilities to safely shelter survivors. • Constructs temporary shelter facilities, including accessible shelters, in the affected area, as required.
Search and Rescue	• Provides specially trained and equipped structural engineers to augment FEMA Urban Search and Rescue Task Forces, incident support teams, military technical rescue organizations, and general purpose troops during structural collapse incidents and other disaster response missions. • As required, provides debris removal equipment and expertise to support search and rescue operations.

Forrest County Emergency Support Function #3- Public works and Engineering

Policies

Essentially all public works equipment and personnel from Forrest County and the respective towns will be available to cope with most disaster situations. Trained contractors in and around Forrest County may also have sufficient resources to backup public works recovery efforts in any unforeseen life-threatening disaster situation. Trained personnel and equipment can be requested from nearby counties if needed, and also through the state.

Concept of Operations

Assumptions

- Most emergencies and disasters involve damage to property to some extent. Roads, bridges, public utility systems, public and private buildings, homes, and other facilities will have to be inspected and either cleared for use, reinforced, quarantined, or demolished to ensure safety.
- The inspection, repair, or demolition of buildings and infrastructure damaged by a disaster is the responsibility of local officials, as is the enforcement of local building, zoning, and subdivision regulations. ESF #3's function is resource assistance. ESF #3 may task inspectors to jurisdictions through Mutual Aid resources for assessments; the local jurisdiction will make final determinations and take appropriate action.
- Upon successful reinstatement of public water supplies, the probable overflow of inoperable wastewater collection and treatment systems may compound public health concerns.
- In the event power is lost and alternate power supplies are not adequate to the infrastructure, a critical water shortage may develop which can only be met through transporting bulk water into the affected area in tanker trucks or by using portable treatment facilities with local surface supply. Adequate pressurized water supplies or operable hydrants may not be available for fire-fighting operations.
- Immediate evaluation of the safety of public and private structural and non-structural damage will be critical to preventing further damage and to protect the public's health and welfare.
- Debris will restrict the use of streets and highways, making some impassable. Public utilities will also be damaged/ covered by debris and may be partially or fully inoperable.
- Vital public works and engineering trucks and equipment in the immediate disaster area may be damaged or temporarily inaccessible for response and recovery applications.
- State or federal assistance may be required to identify and deploy resources from outside the affected area to ensure a timely, efficient, and effective response and recovery.
- Access to the disaster areas will be dependent upon the re-establishment of ground and water routes. In many locations, debris clearance and emergency road repairs will be given top priority to support immediate lifesaving emergency response activities.

Forrest County Emergency Support Function #3- Public works and Engineering

- Early damage assessments will be general, incomplete, and may be inaccurate. Rapid assessments of the disaster area are required to determine critical response times and potential workloads.
- Methodology for prioritizing tasks will generally be found to be ranked by public health/safety and population affected.
- To minimize threats to public health, emergency environmental waivers and legal clearances may be needed to dispose of emergency debris and materials from demolition activities. Local authorities are responsible for obtaining required waivers and clearances.
- Significant numbers of personnel having engineering and construction skills and construction equipment and materials may be required from outside the disaster area.
- Primary agencies (including Forrest County EMA) and support agencies will perform tasks under their own authorities, as applicable, in addition to missions received under the authority of Forrest County EMA.
- Maps (electronic or hard-copy) may be inaccessible locally for many utilities.
- Numerous volunteering entities, both governmental and non-governmental may mobilize personnel, supplies and equipment to the affected areas without coordination or communication with the ESF #3 cell. Duplication, chaos and confusion may ensue and vital resources will be found to have been better tasked to other areas.
- Regional and national resource networks may fail to operate.
- Forrest County EMA and support agency personnel required to man the ESF #3 desks may not have access to fuel for personally owned vehicles (POV) to travel to work or field.
- Jurisdictions from both in and out-of-state will offer services to those in need.
- Local officials in affected areas will have little knowledge of procedures available to them in the aftermath of disaster (emergency procurement procedure). Where adequate Mutual Aid Agreements (MAAs) are not in place, resistance to signing new ones will prevail.
- Local officials will resist “paying up front.”
- Attempts will be made to travel the “100% Assistance” path, delaying acceptable tasking options.
- Contractors offering ‘free and voluntary’ services or supplies will be on the scene seeking travel pass.

General

Essentially all public works equipment and personnel from Forrest County will be available to cope with most disasters. County and City resource listings can be found in ESF #7 Resource Management. The Forrest County Board of Supervisors along with the Public Works Directors of

Forrest County Emergency Support Function #3- Public works and Engineering

Hattiesburg, and Petal and the Mayors of Hattiesburg and Petal are the primary individuals responsible for ESF #3. Representatives from these departments will coordinate with all appropriate agencies/departments and organizations to ensure operational readiness in times of emergencies.

Local officials, through their county Emergency Operations Centers (EOCs), should be encouraged to be self-sufficient during the first 2 – 3 days of a disaster. Local officials and managers should channel their requests for assistance where possible through county EOCs. County EOCs should encourage local officials to learn more about the benefits of Mutual-Aid Agreements (MAA), particularly for their utilities. Local officials must conduct initial damage assessment to determine the severity and magnitude of property damage in quantity, community impact, and dollar amount.

Prioritization and initiation of emergency, initial response, and short-term recovery work tasking to restore, repair, and mitigate the impact of the public work and engineering needs include:

- Reconnaissance of the damaged areas and access by emergency personnel and equipment for lifesaving, life protecting, and health and safety purposes during the immediate response phase;
- Emergency clearing of debris from the multi-modal transportation infrastructure;
- Emergency repair or closure of damaged segments of the multi-modal transportation infrastructure, in conjunction with ESF #1;
- Emergency repair and restoration of damaged but potentially operable water, electrical, natural gas, sanitary sewage, and storm water collection, generating, and distribution system;
- Development and initiation of emergency collection, sorting, and disposal routes and sites for the cleared from all public and private property;

All agencies with the above responsibilities will ensure that they have Standard Operating Procedures (SOPs) in place to enable them to perform appropriated levels of public works and engineering mitigation, preparedness, response and recovery.

Organization

Forrest County Emergency Operations Center

ESF #3 is part of the EOC Operations Section and the Emergency Services Branch.

Administrative and Logistical Support

All participating ESF #3 agencies are expected to:

- Coordinate their support with ESF #3.
- Attend and support briefings and other coordination meetings, whether at the EOC or elsewhere.

Forrest County Emergency Support Function #3- Public works and Engineering

- Maintain operational logs, messages, requests, and other appropriate documentation for future reference.
- Maintain their maps, displays, status reports, and other information not included in the ESF #5 operations.
- All agencies supporting ESF #3 will receive primary administrative support from their parent organization with additional support from Forrest County EMA as needed.
- All ESF #3 agencies which have automated financial management systems will utilize those systems to capture incurred costs of all available, acquired, and contracted resources used during the support activities related to emergency or major disaster operations. Those agencies not having access to an automated system will utilize their existing system to capture all related costs for reporting and potential reimbursement.
- All ESF #3 agencies should ensure that their financial management system, automated or otherwise, is used to capture their incurred costs during an emergency, major disaster, or exercise and must be in compliance with applicable agency, state, and federal guidelines, rules, standards, and laws. This understanding is based on the knowledge that any reimbursement of incurred costs is subject to audit.

Contracts and Mutual Aid Agreements

- Prior arrangements must be developed for direct contracting with private contractors, vendors, and engineers to assist in response and recovery efforts.
- Local government support is available to members of the Statewide Mutual Aid Compact (SMAC).
- Resources may be obtained by activating mutual aid agreements.
- Resources acquired through mutual aid agreements will be managed according to the requirements of those agreements.

Operations and Planning Support

- ESF #3 will operate in concert with the Incident Command System (ICS).
- ESF #3 will report all activity via appropriate media as required by Forrest County EMA.
- ESF #3 will provide daily situation reporting to ESF #5 as directed by that emergency support function.

Actions

Preparedness

- Ensures that county-level ESF #3 Standard Operating Procedures (SOPs) are developed and maintained to provide detailed information under ESF #3 operations.

Forrest County Emergency Support Function #3- Public works and Engineering

- Plans engineering, contracting, and procurement assistance for emergency debris removal, demolition, public works repair, and water supply missions.
- Designates an ESF #3 liaison and alternate that will report to the County EOC or other areas of operation.
- Maintains an inventory list/data base of equipment and supplies needed to sustain emergency operations.
- Supports development and maintenance of SOPs to enable agencies to perform appropriate levels of mitigation, preparedness, response, and recovery related to public works and engineering, including an alternate list of agencies with debris removal capabilities.
- Assigns and trains personnel to support emergency operations at the Forrest County EOC or other areas of operation.
- Establish training for pre-disaster and post-disaster assessment of structures.
- ESF #3 Liaison should ensure administrative, supervisory and technical requirements are collaborated with Forrest County Emergency Management Director.

Pre-Incident

- Notify Support Agencies and Partners on activation as needed and minimal staffing requirements.
- Conduct preliminary staff meeting with complete ESF #3 Team at EOC.
- Establish strategies for approaching incident(s).
- Provide an ESF #3 liaison (and alternate if 24 hour coverage is necessary) and Forrest County-ESF #5 liaison to the SEOC.
- Arrange meeting with Forrest County Emergency Management Director on Public Works and Engineering actions to be taken; assign staff Liaison (LNO) to facilitate report requirements needed during the incident.

Incident

- Upon activation of ESF #3, the Forrest County ESF lead will communicate pertinent information to all ESF #3 members. Such information will be complete orientation of the ESF #3 mission, purpose and scope of work. Issue or have available ESF #3 SOP manuals or other needed documents.
- Ensure adequate communications are established and maintained.
- Obtain initial situation and damage assessments through established intelligence procedures.

Forrest County Emergency Support Function #3- Public works and Engineering

- Coordinate the distribution of assets as needed.
- Maintain a complete log of actions taken, resource orders, records, and reports.
- Establish, per SOP, protocols for interface with state counterparts, if applicable.

Recovery

- Continue damage assessments and monitor change in condition.
- Assist in pumping out areas that may be flooded.
- Reassess codes and regulations.

Post-Incident

- Provide or secure construction, maintenance, and upgrading of infrastructure to withstand stresses that could be applied by locally identified hazards (County and City- owned facilities).
- Review and recommend revisions to plans and procedures as determined necessary.
- Prepare an after-action report to identify key problems, indicate how problems are to be/were solved, and make recommendations for improving ESF response operations.
- Compare ESF #3 staff records with Forrest County EOC tasking and tracking system to assure accuracy. This includes the City of Hattiesburg and the City of Petal.

Responsibilities

Forrest County Engineer

- The ultimate responsibility for providing public works services under emergency conditions lies with local government. The Forrest County Engineer is designated to oversee the public works activities in the county/city in their respective jurisdiction. This includes determining the damages and utility services lost through the county following a disaster, and advise the Forrest County Emergency Management Director of lost services, coordinating emergency public works activities by dispatching personnel and equipment to the disaster site, and coordinating priority restoration of utilities to critical and essential facilities.
- When all local resources have been exhausted, it will be the responsibility of the Public Works Director to coordinate with the Forrest County Emergency Management Director to obtain additional manpower, equipment, and materials to carry out the engineering, debris removal, maintenance, and construction functions. The engineer will coordinate the overall public works and engineering efforts from the EOC, if it has been activated, designate an individual who will report to the EOC upon activation and will act as the Emergency Coordinating Officer (ECO) for ESF #3 (ensuring an alternate ECO for 24-hour availability if needed).

Forrest County Emergency Support Function #3- Public works and Engineering

Agencies' Responsibilities

Agency	Functions
Forrest County Board of Supervisors	• Provide government oversight to ensure damage assessments of county roads, bridges and other facilities are completed. • Collaborate with the Forrest County EMA Director to ensure the destruction of hazardous dilapidated structures following a disaster or incident is carried out.
Municipalities in Forrest County	• Provide government oversight to ensure damage assessments of city and town roads, bridges and other facilities are completed. • Collaborate with the Forrest County EMA Director to ensure the destruction of hazardous dilapidated structures following a disaster or incident is carried out.
Forrest County Emergency Management Agency	• Coordinate with the ESF #3 lead representatives concerning the overall public works and debris clearance activities for the county and cities. • Help identify and allocate other equipment and personnel to help with public works activities, if needed and forward request to MEMA for state resources.
Hattiesburg Public Works Department	• Responsible for public works duties within their jurisdiction. • Assist the county, to the extent possible, on any life-threatening public works issues. • Provide any mutual-aid as required by Forrest County EMA Director.
Petal Public Works Department	• Responsible for public works duties within their jurisdiction. • Assist the county, to the extent possible, on any life-threatening public works issues. • Provide any mutual-aid as required by Forrest County EMA Director.
Forrest County Health Department	• Assess damages to local/community water systems, consult with the Mississippi State Department of Health's Water Supply Division and take appropriate action as recommended/necessary. • Issue through the Forrest County EMA Director public information or news releases on "boil water notices", as required.
Water Associations - Municipalities	• Top off water storage tanks. • Maintain water pressure when emergency power is attained. • Protect and provide potable water. • Decontaminate water system and coordinate sampling and testing of water with Forrest County Health Department.

Forrest County Emergency Support Function #3- Public works and Engineering

Agency	Functions
Other Public/Private Utilities	• Establish contact with Forrest County EOC for coordination purposes. • Conduct damage assessment of all damages within the county. • Inform customers, through media release, of estimated time of restoration of service and areas off limited to citizens. • Identify the areas without service and restore services to critical facilities first, then residential areas.

Review and Maintenance

The Forrest County Engineer will coordinate an annual revision of this ESF annex with all primary and supporting agencies. Unscheduled reviews may be conducted based on incident experience or changing laws and regulations. Recommendations will be submitted to Forrest County Emergency Management as needed for approval, publication, and distribution.

Forrest County Emergency Support Function #4- Firefighting Annex

ESF #4 Coordinator

Forrest County Fire Services Coordinator

Hattiesburg Fire Chief

Petal Fire Chief

Primary Agencies

Forrest County Emergency Management
Forrest County Fire Service
Brooklyn Volunteer Fire Department
Camp Shelby Fire Department
Carnes Volunteer Fire Department
Dixie Volunteer Fire Department
Hattiesburg Fire Department
Macedonia Volunteer Fire Department
McLaurin Volunteer Fire Department
North Forrest Volunteer Fire Department
Petal Fire Department
Rawls Springs Volunteer Fire Department
Sunrise Volunteer Fire Department

Support Agencies

Forrest County Sheriff's Department
Hattiesburg Police Department
Petal Police Department

State ESF Coordinator

Mississippi State Fire Marshal's Office

State Primary Agencies

Mississippi Department of Insurance

State Support Agencies

Mississippi Forestry Commission
Mississippi State Fire Academy
Mississippi Emergency Management
Agency

Introduction

Purpose

The purpose of this Emergency Support Function is to provide Forrest County with firefighting capability able to meet the demands of a disaster situation. In addition to firefighting tasks, responsibilities in rescue, Communication and warning, damage assessment, and hazardous materials operations are addressed.

Scope

This section of the plan is to be used to respond to incidents where threatened or actual damage exceeds local response capabilities and State response is requested.

Relationship to Whole Community

This section describes how ESF#4 relates to the elements of the whole community.

Forrest County Emergency Support Function #4- Firefighting Annex

State, Territorial, Tribal and Local

Firefighting is an inherently local responsibility.

Local fire resources often receive assistance from other fire departments/agencies through established mechanisms identified in local mutual aid agreements. Further assistance can be obtained through an established intrastate mutual aid system. If additional assistance is required, firefighting resources can be requested from other jurisdictions through processes established under mutual aid agreements, state-to-state or regional compacts, or other agreements. If the governor of the affected state has declared an emergency, firefighting resources may be requested through the Emergency Management Assistance Compact (EMAC). If the President has declared an emergency or major disaster under the Stafford Act, firefighting resources may also be requested through ESF #4. Using existing authorities and agreements, ESF #4 can mobilize wildland and structure firefighting resources from across the country and from several foreign countries through the national firefighting mobilization system to incidents anywhere in the United States.

Except where specified in agreements or through a formal delegation of authority, assisting firefighting resources report to, and become part of the command structure of the requesting jurisdiction.

Coordination with and support of local, state (or equivalent) forester, state fire marshal, state emergency management agency, or other appropriate state, tribal, territorial, or area agency or tribal fire suppression organization. Responsibility for situation assessment and determination of resources needs lies primarily with the local Incident Commander.

Shortages of critical firefighting resources are adjudicated at the lowest jurisdictional level.

Many firefighting agencies provide additional functions such as emergency medical services, technical rescue, and hazardous materials response. During a Federal response, these resources may support multiple ESFs in support of different core capabilities.

Core Capabilities and Actions

ESF Roles Aligned to Core Capabilities

The following table lists the response core capabilities that ESF #4 most directly supports along with the particular ESF #4 actions related to each of these core capabilities. Though not listed in this table, all ESFs support the core capabilities of Planning, Operational Coordination and Situational Awareness.

Forrest County Emergency Support Function #4- Firefighting Annex

The actions listed beside each core capability in this table apply to local, state, tribal, federal and NGOs.

Core Capability	ESF #4 – Fire Services
Public and Private Services and Resources	- Obtains an initial fire situation and damage assessment through established intelligence procedures; determines the appropriate management response to meet the request for assistance; and obtains and distributes, through appropriate channels, incident contact information to emergency responders mobilized through ESF #4. - Analyzes and request before committing people and other resources; ensures employees will be provided with appropriate vaccinations, credentials and personal protective equipment(PPEs) to operate in the all-hazard environment to which they are assigned; and ensures that all employees involved in all-hazard response will be supported and managed by agency leaders, agency liaison of interagency incident management team. - Ensures that an all-hazard incident-specific briefing and training are accomplished prior to task implementation. This preparation will usually occur prior to mobilization where incident description, mission requirement, and known hazards are addressed. Key protective equipment and associated needs for tasks that employees do not routinely encounter or perform will be identified. - Provides command, control, and coordination resources, to include incident management teams, area command teams, and multi-agency coordination group support personnel, to local, state, tribal and territorial, area and federal agencies in support of emergency operations. - Provides staff support incident facilities, facility, property, telecommunications and transportation management.
Public and Private Services and Resources (Continued)	- Provides direct liaison with local, state, tribal, territorial, or area emergency operations centers (EOCs) and fire chiefs in the designated area, as appropriate. - Provides support to enhance the resilience of local, state, tribal, territorial, and insular area firefighting agencies.
Critical Transportation	- Provides engineering and contracting/procurement personnel and equipment to assist in emergency removal of debris, demobilization, and repair of roads and bridges. - Provides resources (personnel and equipment) necessary to clear fallen trees, brush and debris from city, county, and state roads to facilitate emergency access in disasters.

Forrest County Emergency Support Function #4- Firefighting Annex

Infrastructure Systems	• Provides engineering and contracting/procurement personnel and equipment to assist in emergency removal of debris, demolition, and temporary repair of essential public facilities, water supply, and sanitation. • Provides expertise and personnel to assist with assessment of emergency services sector critical infrastructure.
Public Health and Medical Services	• Provides appropriate personnel, equipment, and supplies, primarily for communications and aircraft for deployed local and state public health and medical teams.
Operational Communications	• Provides radio communications systems to support firefighters, law enforcement officers, and incident response operations. • Provides engineers, technicians, and liaison staff to assist Department of Homeland Security, FEMA, and the Office of Emergency Communications managers. • Provides National Interagency Radio Support systems for use by damage assessment teams and other applications. • Provides appropriate communications personnel to accompany radio systems for user training and operator maintenance indoctrination.
On-Scene Security and Protection	• May provide trained public safety, law enforcement, investigations, and security resources if appropriate authority is provided.
Mass Search and Rescue	• Provides equipment and supplies from the Interagency Cache System and use of Interagency Fire Center contract aircraft during incidents, based on standby agreements and contingency plans.
Mass Care	• Provides appropriate resources (e.g., cots, blankets, sleeping bags, personnel) for shelters.
Environmental Response/Health and Safety	• Measures, evaluates and monitors the impact of the emergency incident on National Forest Systems and Department of Interior lands. • Provide technical assistance and logistical support.

Policies

- All assistance will be administered by ESF #4, located at the Forrest County EOC, and will be coordinated directly with Forrest County Emergency Management.
- Priority is given to public and firefighter safety and protecting property, in that order.
- Coordination with all Forrest County Volunteer Fire Departments is accomplished through the County Fire Services Coordinator.
- Coordination with, and support of, county and municipal structural fire suppression organizations is accomplished through the Forrest County Fire Services Coordinator with the assistance of the Mississippi State Fire Marshall.

Forrest County Emergency Support Function #4- Firefighting Annex

- Coordination with, and support of, wild land fires are accomplished by the Forrest County Fire Services Coordinator with the assistance of the Mississippi State Forester.
- Coordination with, and support of a combination of wild land and structural fires are accomplished by the Forrest County Fire Services Coordinator with the assistance of the Mississippi State Fire Marshal.
- In all cases, State emergency management agency and other appropriate State agency and/or Tribal fire suppression organizations provide support as needed.
- All local resources will be expended or committed by local government before assistance is requested from other local governments through the State Mutual Aid Compact (SMAC) or from State government agencies.
- The Incident Command System (ICS) will be used in managing the response effort.

Concept of Operations

Assumptions

- Local fire services mutual aid agreements and other compacts will be activated as needed by the appropriate chief or on-scene officer. Note, that most fires are handled and suppressed by the local department of the affected area. However, this ESF would be activated when those resources and mutual aid agreements have been exhausted.
- All available local and private/semi-private resources will be employed to the maximum extent possible to contain and suppress both large urban fires and wildfires.
- Should the above available resources become over-taxed for whatever reason, the local jurisdiction would call Forrest County Emergency Management and request assistance from state ESF #4 resources.

General

- The responsibility of fire services in disaster situations is basically the same as in daily operations. Their primary responsibility is incident control. They are also involved on a regular basis with rescue operations, communications, hazardous materials, and support of debris clearance.
- An ESF #4 representative will report to the Forrest County Emergency Management EOC when it is fully activated during a disaster. This liaison will assist Emergency Management personnel with fire-related requests that are made by any of the local fire departments.
- All agencies with ESF #4 responsibilities will ensure that they have Standard Operating Guidelines (SOGs) in place to enable them to perform appropriate levels of incident-related mitigation, preparedness, response, and recovery.

Organization

Administration and Logistics

Forrest County Emergency Support Function #4- Firefighting Annex

All participating ESF #4 agencies are expected to:

- Coordinate their support with ESF #4
- Attend and support briefings and other coordination meetings, whether at the EOC or elsewhere.
- Maintain operational logs, messages, requests, and other appropriate documentation for future reference.
- Maintain their maps, displays, status reports, and other information not included in the ESF #5 operations.
- All agencies supporting ESF #4 will receive primary administrative support from their parent organization with additional support from Forrest County EMA as needed.
- All ESF #10 agencies which have automated financial management systems will utilize those systems to capture incurred costs of all available, acquired, and contracted resources used during the support activities related to emergency or major disaster operations. Those agencies not having access to an automated system will utilize their existing system to capture all related costs for reporting and potential reimbursement.
- All ESF #4 agencies should ensure that their financial management system, automated or otherwise, is used to capture their incurred costs during an emergency, major disaster, or exercise and must be in compliance with applicable agency, state, and federal guidelines, rules, standards, and laws. This understanding is based on the knowledge that any reimbursement of incurred costs is subject to audit

Field Units

- Field units are defined as those sites with an Incident Commander.
- Each individual fire department will be responsible for operations and are the primary responders within its respective jurisdiction.

Forrest County EOC

- Fire related resource requests out in the field will be directed to the Forrest County Emergency Management Agency. The Emergency Management Director will then direct the request to the ESF #4 liaison.
- The ESF #4 liaison, in conjunction with Forrest County Emergency Management Agency, will be responsible for coordinating the resource request to all rural emergency fire services operations during disasters.
- The Forrest County Emergency Management Agency has communications capabilities with all fire departments countywide. Emergency Management officials, along with the ESF #4 liaison, will monitor this communications system during a disaster or incident.

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Preparedness

- Fire Code enforcement (only in the Cities of Hattiesburg and Petal)
- Implement public fire safety information programs
- Maintenance of equipment
- Training of all ESF #4 personnel
- Development of communication standard operating procedures
- Establishment of mutual-aid agreements
- Participation in the development and implementation of emergency exercises and drills
- Development of SOPs that conform to this plan and provide greater detail on the ESF #4 operations

Pre-Incident

- Activate ESF #4 of the Forrest County CEMP
- Notify all ESF #4 personnel
- Provide an ESF #4 liaison to coordinate the County's fire suppression capabilities.
- Work with Forrest County PIO to release special weather statements, warnings, and other precautionary information intended for emergency workers and the general population planning to use public forests or other public facilities in or near the potentially affected area.
- Support and coordinate with ESF #13 (public safety) operations.

Incident

- Fire control
- Search and Rescue operations (ESF #9)
- Operation of fire warning systems (ESF #2)
- Hazardous materials control (ESF #10)
- Upon activation of ESF #4, liaison will communicate information to all other ESF #4 members

Forrest County Emergency Support Function #4- Firefighting Annex

- Establish communication links
- Coordinate the distribution of resources as needed

Recovery

- Fire inspection/evaluation
- Identify additional potential fire hazards
- Identify unsafe buildings
- Assist in the coordination of debris clearance

Post-Incident

- Prepare an after action report to identify lessons learned, issues and recommendations for resolutions to be forwarded to the Forrest County Emergency Management Director.

Responsibilities

Forrest County Fire Services Coordinator

- Coordinate all county-related fire services activities within its jurisdiction.
- Appoint an ESF #4 representative to report to the Forrest County EOC upon activation.
- Assist in the coordination of rural hazardous materials incidents (when a hazmat incident occurs in Forrest County, dispatch will contact the Forrest County Emergency Management Agency Director, who in turn may contact MEMA if the situation warrants.
- Train all ESF #4 personnel.
- Support and coordinate with all other public safety (ESF #13) operations.
- Assist local law enforcement in coordinating non-jurisdictional area search and rescue operations (ESF #9).
- Develop departmental Standard Operating Guidelines that comply with the Incident Command System (ICS).
- Coordinate the development of written mutual-aid agreements with all volunteer fire departments.
- Assist in the coordination of countywide debris clearance along unincorporated emergency routes (ESF #3).
- Assist in submitting damage assessment reports to the Forrest County EOC.

Forrest County Emergency Support Function #4- Firefighting Annex

- A listing of available Forrest County fire service resources is maintained by each fire department in the county.

Support Agencies Responsibilities

Agency	Functions
Forrest County Law Enforcement	• Secure the fire or hazardous material area • Provide communications support to the fire departments
Forrest County Emergency Management Agency	• Coordinate and allocate resources to the command post when contacted by the on-scene Incident Commander or his representative • Contact MEMA if a significant amount of hazardous material is involved • Coordinate requested resources and activate EOC as needed
Mississippi Emergency Management Agency	• Develop and deliver training to fire services organizations in areas such as Incident Command System, Hazardous Materials, Emergency Planning, etc. • Assist with hazard analysis to determine the potential impact of specific hazards on State and local fire suppression capabilities • Coordinate exercises at the State and local level involving fire service/emergency management organizations
Mississippi Forestry Commission	• Responsible for forest fires on state and private forest lands • Support local fire control operations in state declared emergencies • Assist with debris clearance (on state-owned lands only) • Resource support
U.S. Forest Service	• Support local fire control operations in federally declared emergencies only
Military	• Supply personnel and firefighting resources to local government when officially requested and approved through MEMA

ESF Review and Maintenance

The Forrest County Fire Services Coordinator will coordinate an annual review of this ESF. It is the responsibility of each local fire department to ensure its own operational capabilities. All fire chiefs in Forrest County (urban and rural) will, in coordination with the Fire Services Coordinator, review this ESF annually. Any recommendations for change will be submitted to the Forrest County Emergency Management Agency Director for approval, publication, and distribution.

Forrest County Emergency Support Function #4- Firefighting Annex

Appendices

Appendix 1 Fire Department Resource Listing

Appendix 2 Department Resources

Appendix 1

Fire Department Resource Listing

Fire Department	Resource Type	Number

Forrest County Emergency Support Function #4- Firefighting Annex

Appendix 2

Forrest County Volunteer Fire Department

Fire Response Area	Station Locations	Total Number of Volunteers

Forrest County Emergency Support Function #5- Emergency Management Annex

ESF #5 Coordinator

Forrest County Emergency
Management Agency

Primary Agencies

Forrest County Emergency
Management Agency

Support Agencies

Forrest County Board of Supervisors
City of Hattiesburg
City of Petal
Forrest County Sheriff's Department
Hattiesburg Police Department
Petal Police Department
USM Police Department
Forrest County VFD
Hattiesburg Fire Department
Petal Fire Department
Forrest County School District
Hattiesburg School District
Petal School District
Forrest General Hospital
AAA Ambulance Service
Merit Health Wesley
Private Utility Companies
Forrest County Department of Human
Services
The Salvation Army
South Central Chapter American Red
Cross
Damage Assessment Team Members

State Non-governmental Support Organizations

American Red Cross
Mississippi Volunteer Organizations
Active in Disasters (MSVOAD)
Radio Amateur Civil Emergency
Services
Civil Air Patrol

State ESF Coordinator

Mississippi Emergency Management
Agency

State Primary Agency

Mississippi Emergency Management
Agency

Introduction

Purpose

The purpose of this Emergency Support Function (ESF) is to collect, analyze, and share information about a potential or actual emergency or disaster in order to enhance the response and recovery activities of the local governments. Emergency Management supports overall activities for incident management and maintains the Forrest County Emergency Operations Center (EOC) in a state of readiness.

Scope

This ESF is most applicable to the local governmental departments and private and volunteer organizations that commonly report to the Forrest County EOC during an activation. These

Forrest County Emergency Support Function #5- Emergency Management Annex

agencies are found above as support agencies. This annex is applicable to all other agencies and jurisdictions in that they have a requirement to provide situation reports when their organization has been affected by an event.

ESF #5 facilitates information flow in the pre-incident phase in order to place assets on alert or to preposition assets for quick response. During the post-incident response phase, ESF #5 transitions and is responsible for support and planning functions. ESF #5 activities include those functions that are critical to support and facilitate multiagency planning and coordination for operations for large scale incidents. This includes alert and notification, staffing of the EOC, incident action planning (IAP), providing support to operations, logistics, information management, facilitation of requests for state assistance, resource acquisition and management, worker safety and health management, facilities management, financial management, and other support as required.

Relationship to Whole Community

This section describes how ESF #5 relates to other elements of the whole community. Basic concepts that apply to all members of the whole community include:

- Effective incident response activities rely on information and planning systems that provide a common operating picture to all members of the whole community engaged in a response.
- Information needs should be defined by the jurisdiction/organization. These needs are often met at the local, state, tribal, and area levels, in concert with nongovernmental organizations (NGOs) and the private sector, and primarily through preparedness organizations.
- Procedures and protocols for the release of warnings, incident notifications, public communications, and other critical information are disseminated through a defined combination of networks used by emergency operations centers. Notifications are made to the appropriate jurisdictional levels and to NGOs and the private sector through defined mechanisms specified in comprehensive emergency management plans (CEMP) and IAPs.
- Appropriate auxiliary aids and services are used to effectively communicate information, warnings, notifications, and other critical information for individuals with disabilities and others with access and functional needs.

Local, State, Tribal, and Area Governments

Local, state, tribal, and area government elements engage in incident planning and collaborate with state planning elements as part of unified response efforts.

Private Sector/Nongovernmental Organizations

The private sector and NGOs are important sources of critical incident information. Many members of the private sector and NGOs with a role in response participate in planning efforts, as well as conduct their own.

Forrest County Emergency Support Function #5- Emergency Management Annex

Core Capabilities and Actions

ESF Roles Aligned to Core Capabilities

The following table lists the Response core capabilities that ESF #5 most directly support along with the related ESF #5 actions. Though not listed in the table, all ESFs, including ESF #5 support the core capabilities of Operational Coordination. **The actions listed beside each core capability in the table apply to local, state, tribal, federal, and Non-Governmental Organizations (NGOs).**

Core Capability	ESF #5 – Emergency Management
Planning	• During an actual or potential incident, coordinates and conducts planning activities.
Situational Assessment	• Maintains situational awareness of an incident. • Provides an informational link to members of the whole community. • Serves as the centralized conduit for situation reports, geospatial data, and other decision support tools. • Provides decision relevant information regarding the nature and extent of an incident, as well as cascading effects, in support of a potential or actual coordinated state response.
Public Information and Warning	• Provides information for the development of credible, culturally appropriate, and accessible messages to inform ongoing emergency services and the public about protective measures and other life-sustaining actions and facilitate the transition to recovery.

Policies

- The Incident Command System (ICS) should be used in any size or type of disaster to manage response personnel, facilities, and equipment.
- ESF #5 is responsible for establishing the county support infrastructure in the affected area in anticipation of requirements for prevention, response, recovery, and mitigation.
- Resource allocation and tasking are coordinated through ESF #5 using the Forrest County Emergency Management Agency mission assignment process and other procedures outlined in the Forrest County CEMP Basic Plan and applicable Standard Operating Guidelines (SOGs).
- Local requests for state assistance to the Governor under Title 33-15, Mississippi Code 1972, and Annotated are coordinated through Forrest County Emergency Management Agency.
- ESF #5 serves as the centralized conduit for county situation reports (SitRep) from the various ESFs, departments and agencies participating in the incident action planning process coordinated by ESF #5.
- ESF #5 should be coordinated from the Forrest County EOC located at 4080 US Hwy 11 Hattiesburg, MS 39402.

Forrest County Emergency Support Function #5- Emergency Management Annex

- The Forrest County EOC will be managed by the Forrest County EMA Director or designee.
- Departments and agencies participate in the IAP process coordinated by ESF #5.
- When activated, agencies in ESF #5 will operate under this document and the current Forrest County EOC SOG.
- ESF #5 staff supports the implementation of mutual aid agreements as per the *Statewide Mutual Aid Compact* (SMAC) agreement to ensure a seamless resource response to affected areas.
- The Forrest County EOC is responsible for notifying the county and municipal departments and agencies, as well as emergency management organizations, of potential threats to enable the elevation of operational response postures or the pre-positioning of assets.
- ESF #5 provides representatives to staff key positions in the Forrest County EOC.
- ESF #5 staff establishes required field facilities, supplies, and equipment to support local activities related to the management of incidents. These facilities include, but are not limited to the Forward Area Command, Joint Information Center (JIC), mobilization centers, and state staging areas.

Concept of Operations

Assumptions

- There will be an immediate and continuing need to collect, process, and disseminate situational information, to identify urgent response requirements during a disaster (or the threat of one) and to plan for continuing response, recovery and mitigation activities.
- Assessment of damage impacts and EOC operations may be delayed due to minimal staffing.
- Local Governments impacted the most will be given priority for assistance and support as needed and available.
- During the early stages of the event little information will be available and the information received may be vague and inaccurate. Verification of this information can delay response to inquiries.
- Reporting from local governments to the EOC will improve as the event matures.
- Reporting of information may be delayed due to damaged telecommunications infrastructure.

General

Forrest County Emergency Support Function #5- Emergency Management Annex

- ESF #5 provides trained and experienced staff to fill management positions in the Command, Operations, Planning, Logistics, and Administration/Finance Sections of the Forrest County EOC upon activation.
- The role of support agencies involved in emergency management response activities is to collect raw data in the field and provide it to their Emergency Coordinating Officer (ECO) or designated personnel of Forrest County EMA in the EOC.
- When ESFs are activated, their ECO or primary agency coordinator will assign a liaison to work with ESF #5.
- ESF #5 provides ESF #15 timely and accurate information to distribute to the media, public officials, and the general public.

Organization

The Forrest County EOC is organized under the basic concepts of the National Incident Management System (NIMS), the Incident Command System (ICS) and consists of several functional areas: Operations, Public Information, Liaison, Planning, Logistics, and Finance/Administration. Under the NIMS/ICS structure areas of command have room to expand and contract as needed.

Local governments have the responsibility to provide support consistent with the ESFs which support the ICS structure.

Administrative and Logistical support

All participating ESF # 5 agencies are expected to:

- Provide representation to the Forrest County EOC ESF #5 section in order to maintain continuity for information and planning throughout all the ESFs that are participating in the event.
- Coordinate their support with ESF #5.
- Maintain operational logs, employee time logs, messages, requests for action or purchase, and other appropriate documentation which will be maintained for future reference.
- Attend and support briefings and other coordination meetings, whether at the EOC or elsewhere.
- Maintain their maps, displays, status reports, and other information not included in the ESF #5 operations.
- All agencies supporting ESF #5 will receive primary administrative support from their parent organization with additional support from Forrest County EMA as needed.
- All ESF #5 agencies which have automated financial management systems will utilize those systems to capture incurred costs of all available, acquired, and contracted resources used

Forrest County Emergency Support Function #5- Emergency Management Annex

during the support activities related to emergency or disaster operations. Those agencies not having access to an automated system will utilize their existing system to capture all related costs for reporting and potential reimbursement.

- All ESF #5 agencies should ensure that their financial management system, automated or otherwise, is used to capture their incurred costs during an emergency, major disaster, or exercise and must be in compliance with applicable agency, state, and federal guidelines, rules, standards, and laws. This understanding is based on the knowledge that any reimbursement of incurred costs is subject to audit.

Actions

Preparedness

- Prepare standardized reporting formats and forms, and establish reporting procedures/guidelines to include development of display boards.
- Maintain the Forrest County CEMP and the emergency management program of the county.
- Annually review plans and make necessary corrections, changes and additions.
- Advise and assist other agencies and local governments in the development of emergency or disaster plans and programs in compliance with applicable County, State, or Federal laws, rules, regulations, and executive orders.
- Coordinate emergency and disaster related training and orientation to county and local officials to meet the NIMS/ICS requirements and to familiarize them with emergency or disaster related responsibilities, operational concepts, and procedures/guidelines.
- Establish and maintain an awareness campaign to disseminate information to the public and the news media regarding personal safety or survival, emergency response actions, and details of disaster assistance programs. After an emergency or major disaster declaration, local information programs should be coordinated with those of state or federal government.
- Establish and maintain a county wide capability to provide warning to the public through available warning systems such as radio/television, sirens, and telephone notification systems.
- Make available emergency preparedness information and presentations to the public.

Pre-Incident

- Develop an SOG and checklist for ESF #5 in conjunction with supporting agencies.
- Establish contacts with local supporting agencies and local government officials who will be providing information.
- Where there is a credible threat, Forrest County EMA will take several actions including, but not limited to, activating the EOC at the appropriate level and pre-positioning strategic assets.

Forrest County Emergency Support Function #5- Emergency Management Annex

ESF #5 will monitor the situation and notify local and state entities as appropriate.

Incident

- Activate the Forrest County EOC as required. Actions include alert, notification, and situation reporting. Once activated, ESF #5 is operational at the EOC on a determined operational period based on the incident.
- Maintain constant communications with the State Emergency Operations Center (SEOC) to coordinate the joint local and state operations.
- Establish contacts with the local government officials to coordinate the use of resources.
- Develop the IAP for each operational period.
- Analyze resource requirements based on information received.
- Provide needed resources when requested.
- Collect, process, and distribute all related information including county situation reports to the SEOC.
- Coordinate with ESF #2 and ESF #15 to identify alternate means of getting information to all local officials and agencies to ensure channels of communication remain open.

Recovery

- Continue to gather information to prepare and distribute situation reports (SitReps), as needed.
- Review PIO statements for accuracy.
- Create and coordinate a Recovery Task Force from local representatives to assist with recovery phase operations.
- Coordinate Public and Individual Assistance programs with state and federal government as needed.
- Coordinate and conduct a post-disaster situation analysis, also known as an after action review (AAR), to review and determine the effectiveness of the pre-established tasks, responsibilities, reporting procedures/guidelines and formats to document any crucial lessons learned and to make revisions to plans as needed for future events.
- Procure all available documentation of event for archiving.

Forrest County Emergency Support Function #5- Emergency Management Annex

Post-Incident

- Conduct mitigation activities which include but are not limited to surveys, mapping, prevention, property protection, public education and awareness, natural resource protection, emergency services or structural projects.

Responsibilities

Forrest County Emergency Management Agency

- Initiates actions to identify, staff, and operate the EOC.
- Maintains the Forrest County CEMP and associated plans.
- Attends Local Emergency Planning Committee (LEPC) meetings.
- Coordinate Public and Individual Assistance programs with local, state, and federal government as needed.
- Develops procedures/guidelines on how to coordinate ESF #5 related needs.
- Ensures that personnel receive training in order to carry out their responsibilities.
- Works with support agencies to develop and maintain a working relationship and procedures/guidelines to activate needed support activities.
- Provide ongoing status reports as requested.
- Assist in identifying personnel and resources to support this Annex.
- Work with all Supporting organizations to keep this Annex up-to-date.

Support Agencies' Responsibilities

Agency	Functions
American Red Cross	• Support the development of an SOP in conjunction with primary and supporting agencies. • Maintain and report on shelter status and human needs. • Recognize the state's ethnic and cultural diversity and consider the consequences of impact on delivery of goods and services to the affected population. • Support action plan and development.
Mississippi Volunteer Organizations Active in Disasters (MSVOAD)	• Support the development of SOPs in conjunction with the primary and secondary agencies. • Provide disaster information on Mississippi Volunteer Organizations Active in Disasters (MSVOAD) operations for situation reporting. • Support action plan and development.

Forrest County Emergency Support Function #5- Emergency Management Annex

Forrest County Department of Human Services	• Support the development of an SOP in conjunction with primary and support agencies. • Supply information on ESF #6 human needs issues. • Maintain and report information on shelter availability and support action plan and development.
Radio Amateur Civil Emergency Services (RACES)	• Support the development of SOPs in conjunction with the primary and supporting agencies. • Provide information on status of communications throughout the state. • Provide or supplement communication during emergencies at the Forrest County EOC. • Support state and local communications operations requirements as specified in the RACES Plan and accompanying procedures.
Civil Air Patrol	• Support the development of an SOP in conjunction with primary and supporting agencies. • Provide information based on pre-and post-disaster aerial reconnaissance and photography. • Provide personnel for analysis in emergency action planning.
All Support Agencies	• Work with the primary agency to develop and maintain a workable emergency management function. • Develops and maintains their own SOP/SOGs for response to requests for support. • Attend Local Emergency Planning Committee (LEPC) meetings. • Participate in the post-disaster situation analysis to review and determine the effectiveness of the pre-established tasks, responsibilities, reporting procedures/guidelines and formats to document any crucial lessons-learned. • Assist in identifying personnel and resources to support this Annex. • Work with Forrest County EMA to keep this Annex up-to-date.

ESF Review and Maintenance

Forrest County Emergency Management Agency will coordinate an annual revision of this ESF with all supporting agencies. Unscheduled reviews may be conducted based on incident experience or changing laws and regulations. Recommendations will be submitted to the Forrest County Emergency Management Agency as needed for approval, publication, and distribution.

Forrest County Emergency Support Function #6- Mass Care, Emergency Assistance, Housing, and Human Services Annex

ESF #6 Coordinator

Forrest County Department of Human Services

Primary Agencies

Forrest County Emergency Management
Southeast MS Chapter, Mississippi Region,
American Red Cross
Forrest County Department of Human Services
Salvation Army

Support Agencies

Forrest County Emergency Management
Forrest County Health Department
Forrest County & Municipal Law Enforcement
Forrest County & Municipal School Districts
Forrest County & Municipal Public Works
Military Support

State ESF #6 Coordinator

Mississippi Department of Human Services

State Primary Agencies

Mississippi Department of Human Services
Mississippi Division of Medicaid
Mississippi Department of Health
Mississippi Emergency Management Agency
Mississippi Department of Education
Mississippi State Board for Community and Junior Colleges
Mississippi Institutions of Higher Learning

State Non-governmental Organizations:

American Red Cross
Salvation Army
Amateur Radio Stations

Introduction

Purpose

The purpose of this ESF is to coordinate activities involved with the emergency provision of temporary shelters and emergency mass feeding that will be conducted in Forrest County during an incident or disaster requiring such activity.

Scope

Should a disaster overwhelm Forrest County's mass care capabilities, the state ESF #6 of the Mississippi Comprehensive Emergency Management Plan would be activated with the Mississippi Department of Human Services being the primary coordinator. In the event that Federal ESF #6 mobilization is required, then the Department of Homeland Security/Emergency Preparedness and Response/Federal Emergency Management Agency would be the lead agency.

Relationship to Whole Community

This section describes how ESF #6 relates to other elements of the whole community.

A basic premise of emergency management is that disaster response begins and ends at the community level. This is particularly true for the functions of ESF #6, as many disasters occur with little or no warning, thereby, requiring that life-sustaining services be provided quickly to prevent additional suffering and loss of life. ESF #6 partner agencies and organizations rely on the whole community to meet the needs of disaster survivors.

Forrest County Emergency Support Function #6- Mass Care, Emergency Assistance, Housing, and Human Services Annex

Key elements of the whole community include individuals with disabilities and others with access and functional needs 1) whose needs must be considered well in advance when preparing for disasters and emergencies and 2) who are important partners to support the delivery of core capabilities during incident response (e.g., through associations and alliances that serve these populations). People with disabilities and others with access and functional needs include individuals who are from diverse cultures, races, and nations of origin; individuals who do not read, have limited English proficiency, or are non-English speaking; people who have physical, sensory, behavioral, mental health, intellectual, developmental and cognitive disabilities; senior citizens with and without disabilities or other access and functional needs; children with and without economically or transportation disadvantaged; women who are pregnant; individuals who have chronic medical conditions; and those with pharmacological dependency.

Community disaster and emergency plans should include provisions for individuals who own household pets or have responsibility for service and other animals. Planning factors should include resources and processes for the rescue, transportation, care, shelter, and essential needs of animals.

The whole community also includes local, state, tribal, area and federal governments; nongovernmental organizations (NGOs), including voluntary, faith-based, community-based, and other nonprofit organizations in the civic/nonprofit sector; academia; the private sector; individuals; and communities. Partners from all elements of the whole community work together to address shortfalls, and help to ensure that the life-sustaining needs of disaster survivors are met.

Local, State, Tribal, and Area Governments

Local, tribal, and area governments are is responsible for the welfare of those who reside in their jurisdictions. Forrest County designates one or more official(s) to coordinate with State ESF #6 during incidents requiring a coordinated response.

At the local level, government agencies, NGOs, and the private sector coordinate ESF #6 activities to meet the immediate needs of disaster survivors. When the impact of the incident exceeds local resources, the state may provide additional support. Resources from state-level NGOs and the private sector may augment local response capabilities.

Local, state, tribal, and area governments have obligations under civil rights laws to ensure equal opportunity for individuals with disabilities and others with access and functional needs when providing mass care services.¹

Individuals/Households

Disaster response begins with individuals and households executing their disaster plans, which should include having sufficient food and water on hand, a plan for communication, pre-identified shelter locations, pre-identified evacuation routes, and a “Go Kit” that includes important documents, lists of medications, household pet or service animal vaccination records, and photo identification for all members of the household. Individuals with disabilities or others with access and functional needs implement their plan for accessible transportation and/or support resources,

Forrest County Emergency Support Function #6- Mass Care, Emergency Assistance, Housing, and Human Services Annex

including service animals. Households with animals activate their plan for the evacuation, transportation, sheltering, and care of their animals.

Private Sector/Nongovernmental Organizations

This ESF #6 Annex uses the term NGO to refer to voluntary, faith-based, community-based, and other nongovernmental organizations in the civic/nonprofit sector.

NGOs, together with academia and the private sector, are integral elements of the whole community response, coordinating with local, state, tribal, area, and/or federal partners to provide ESF #6 resources, programs, and services to affected individuals/households and communities. These partners collaborate to resolve the disaster-related unmet needs of affected individuals and communities.

NGOs and the private sector also provide operational information to local, tribal, area, and State ESF #6 or equivalent points of contact. This information allows ESF #6 planners to identify actual or potential shortfalls and/or excesses and adjust services to the needs of the community.

Core Capabilities and Actions

ESF Roles Aligned to Core Capabilities

The following table focuses on the response core capabilities that ESF #6 most directly supports, including the related ESF #6 actions. Though not listed in the table, all ESFs, including ESF #6, support the core capabilities of Planning, Operational Coordination and Public Information's and Warning. **The actions listed beside each core capability in this table apply to local, state, tribal, federal and NGOs.**

Core Capability	ESF #6- Mass Care, Emergency Assistance, Housing and Human Services
Mass Care Services	• Supports local, tribal, and area governments and NGOs in the coordination and provision of mass care, emergency assistance, temporary housing, and human services resources, programs, and services. • Provides life-sustaining services to the affected population, including hydration, feeding, and sheltering, as well as support for reunifying families. • Supports the establishment, management, and operation of congregate and non-congregate care facilities. • Coordinates with local, tribal and area governments and NGOs to facilitate the return of evacuees to their pre-disaster or alternate locations. • Develops an initial temporary housing strategy to transition survivors from congregate to non-congregate care alternatives and provides relocation assistance or interim housing solutions for households unable to return to their pre-disaster residence. • Anticipates and identifies current and future ESF #6 requirements in coordination with local and state government, NGOs, and private sector partners. • Activates ESF #6 data systems such as shelter locations, number of occupants, POD locations, etc.

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	• Acquires, transports, and delivers ESF #6 resources and services to meet the needs of disaster survivors, including children and individuals with disabilities and others with access and functional needs. • Provides general care for separated/unaccompanied minors until they are placed in the care of appropriate authorities. • Supports nontraditional congregate care facilities. • Provides technical assistance for the development of local, state, tribal, NGO, and private sector operational plans for mass care, emergency assistance, temporary housing, and human services. Mass Care • Sheltering: Provides life-sustaining services in congregate facilities that provide a safe, sanitary, and secure environment for individuals and households displaced by disasters. Also includes support to survivors sheltering in place and in ESF #8 medical shelters. • Feeding: Provides feeding services at fixed sites and distribution sites and through mobile feeding units. Feeding services may include hot or shelf-stable meals, infant formula, baby food, snacks, beverages, and food packages, as well as diverse dietary meals (e.g., low sodium, low fat, vegetarian/vegan, and halal, kosher). ESF #6 works in concert with ESF #11 and local, state, and tribal governments; NGOs; and the private sector to acquire, prepare, cook and/or distribute food and food supplies. Additional support may include the provision of technical assistance for the development of state feeding plans. • Distribution of Emergency Supplies: Acquires and delivers life-sustaining resources, hygiene items, and clean-up items to meet the urgent needs of disaster survivors. Additional support includes transportation, warehousing, equipment, technical assistance, and other mission-critical services. • Reunification: Provides facilitated assistance for children separated from their parent(s)/legal guardian(s), as well as adults from their families, due to disaster. Supports reunification efforts at the local, state, and/or tribal levels with technical assistance. Emergency Assistance • ESF #6 coordinates resources and emergency assistance in support of local, state, tribal governments, NGOs, and the private sector. • Voluntary Agency Coordination: Facilitates the coordination of NGOs, places of worship, and the private sector to ensure that capabilities, resources, and services are integrated into local, state and tribal response. • Volunteer and Donation Management: Coordinates unaffiliated volunteers, unaffiliated organizations, and unsolicited donated goods to support all ESFs. • Essential Community Relief Services: Coordinates and delivers debris removal from disaster survivor residences; sandbagging; mud-out; tear-out; chainsaw work; warehouse management; transportation and distribution coordination; childcare services; emotional and spiritual care
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Forrest County Emergency Support Function #6- Mass Care, Emergency Assistance, Housing, and Human Services Annex

	and counseling; financial assistance; financial counseling; disaster-related case work and case management; and other essential services. • Mass Evacuation: Supports affected and host jurisdiction mass evacuation activities, including provision of mass care services and tracking the movement of evacuees, their household pets, service animals, and medical equipment. Deploys resources to support affected and host jurisdiction evacuation operations to include mass evacuation tracking system kits and staff to provide technical assistance. In coordination with ESF #8, provides mass care services to medical patient evacuees. (Note: Evacuees who have chronic medical conditions may be evacuated with the general population. For evacuation of patients, refer to ESF #8.) • Disability and Other Access and Functional Needs Support: Coordinates and provides equipment, supplies, and services required to assist children and adults with disabilities and others with access and functional needs to maintain their independence. • Household Pets and Service Animals: In cooperation with ESF #11, coordinates and provides rescue, transportation, shelter, reunification, care, and essential needs of household pets and service animals during response operations to ensure their safety and well-being. Service animals are not pets and may not be separated from the individual with a disability or other access and functional need; service animals should be permitted anywhere the public goes. • Nonconventional/Transitional Sheltering: Provides resources and technical assistance in support of local, state, tribal, affected and host area governments and NGOs when traditional sheltering is not available or feasible or when the impact of the disaster is of such magnitude that extended shelter operations are required. Temporary Housing (highlighted items refer to federal capabilities) • Temporary Roof Repair: Quick repairs to damaged roofs on private homes that allow residents to return to and remain in their own homes while making permanent repairs. • Repair Program: Provides financial assistance to homeowners or landlords for the repair of their primary residence, utilities, and residential infrastructure. • Replacement Program: Provides financial assistance to homeowners to assist with the replacement of their destroyed primary residence. • Housing Resource Databases: Identifies housing resources from the private sector and other local agencies available to disaster survivors, including physically accessible housing options. • Rental Assistance: Provides financial assistance to eligible disaster survivors for the rental of a housing resource. • Transportation to Other Locations: Assists individuals and families relocating outside of the disaster area to locations where short- or long-term housing resources are available. Transportation services may also include returning survivors to their pre-disaster location. • Direct Financial Housing: Makes payments directly to landlords for a rental resource on behalf of disaster survivors.
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Forrest County Emergency Support Function #6- Mass Care, Emergency Assistance, Housing, and Human Services Annex

	• Hotel/Motel Program: Provides temporary accommodations for eligible displaced survivors unable to return to their pre-disaster primary residence. • Direct Housing Operations: Provides temporary housing units to survivors when other housing resources are not available. Units provided are appropriate to the needs of the community and include units accessible to those with disabilities and others with access and functional needs. • Mortgage Relief: Issues moratoriums on foreclosures of federally insured loans. Loan servicers provide special forbearances, loan modifications, refinancing, and waivers of late charges. Human Services (highlighted items refer to federal capabilities) • Human Services provides assistance to address the non-housing needs of individuals and families. • Crisis Counseling: Provides crisis counseling, mental health services and other similar immediate, short-term psychological assistance to disaster survivors. • Disaster Case Management: Assists eligible survivors with developing and carrying out a disaster recovery plan. Streamlines assistance, prevents duplication of benefits, and provides an efficient referral system. • Legal Services: Provides low-income survivors with free legal advice. • Unmet Needs: Helps disaster survivors with medical, dental, funeral, personal property, transportation, moving/storage, and other expenses. • Supplemental Nutrition Assistance: Provides eligible households with supplemental nutrition assistance through established programs when income is lost due to a declared disaster. • Tax Relief: State, territorial, and Federal governments provide reimbursement or tax relief to survivors with substantial verified disaster-caused losses. • Unemployment Assistance: Provides survivors who have lost their jobs due to a disaster with unemployment benefits.
Public and Private Services and Resources	• Assesses the need for and coordinates the provision of life-sustaining ESF #6 services, resources, and supplies from government agencies, NGOs, and the private sector. • Gathers, assesses, prioritizes, coordinates, and communicates resource requirements. • Provides subject matter expertise to identify resource requirements to meet the life-sustaining needs of disaster survivors and their household pets and service animals. • Gathers, assesses, prioritizes, and communicates relevant information. • Communicates plans, requirements and strategies to core capability providers. • Acquires and manages resources, supplies, and services from core capability providers via contracts, mission assignments, inter-agency agreements, and donations.

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Public Health and Medical Services	- Identifies and communicates requirements for life-saving and life-sustaining needs of disaster survivors and household pets and service animals. - Coordinates with core capability service providers to ensure that ESF #6 service delivery locations are appropriately provisioned and operated in a safe, sanitary, secure, and timely manner. - Gathers, assesses, prioritizes, coordinates, and communicates public health and medical requirements of survivors and their household pets and service animals in congregate care facilities to core capability - Gathers, assesses, prioritizes, and communicates relevant public health and medical needs information to survivors in facilities where mass care services are provided. - Communicates plans, requirements, and strategies to core capability service providers. - Acquires and manages resources, supplies, and services from core capability service providers via contracts, mission assignments, interagency agreements, and donations.
Critical Transportation	- Supports the collection, analysis, dissemination, and reporting of transportation infrastructure damage from ESF #6 service delivery sites. - Identifies, requests, and acquires transportation resources for the delivery of life-sustaining supplies and services to the affected area(s). - Identifies and provides critical transportation for survivors with disabilities and others with access and functional needs. - Supports mobilization and implementation of mechanisms to track the movement of evacuees, resources, and household pets, individuals with disabilities or other access and functional needs with their service animals, medical equipment, and luggage. - Provides mass care support to survivors at embarkation, debarkation, and reception centers; evacuation transportation hubs; and post-decontamination areas to make sure that basic needs are met, including hydration, feeding, tracking, medical needs, and information. - Provides resources, subject matter expertise, and coordination with other State components and ESF #6 partners to support mass evacuation activities and ensure the safe evacuation of household pets and service animals. (Note: Evacuees who have chronic medical conditions may be evacuated with the general population. For evacuation of patients, refer to ESF #8.) - Provides resources for the care of survivors evacuating from the affected area. - Communicates plans, requirements, and strategies to core capability service providers. - Acquires and manages resources, supplies, and services from core capability service providers via contracts, mission assignments, interagency agreements, and donations.
Fatality Management Services	- Provides mechanisms to support notification/transportation of family members to make appropriate arrangements for deceased relatives. - Provides support and funding for crisis counseling services to the bereaved, as well as for local, state, tribal, and area crisis counseling

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	programs. • Provides transportation and mass care services for survivors reuniting with deceased family members. • Communicates plans, requirements, and strategies to core capability service providers. • Acquires and manages resources, supplies, and services from core capability service providers via contracts, mission assignments, interagency agreements, and donations.
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Policies

ESF #6 policies apply to Local and State departments and agencies and the American Red Cross for activities relating to potential or actual States of Emergency declared by the Board of Supervisors Governor. Underlying policies include the following:

- ESF #6 support may vary depending on an assessment of incident impact, the magnitude and type of event, and the stage of the response and recovery efforts.
- ESF #6 supports mass care activities and provides services without regard to economic status or racial, religious, political, ethnic, or other affiliation.
- ESF #6 support and services provided will be in accordance with existing Federal, State and Local statutes, rules, and regulations.
- Personnel will be assigned to support ESF #6 functions in accordance with the rules and regulations of their respective parent agencies.
- ESF #6 will coordinate with ESFs #1, # 3 # 5, and #14 regarding recovery and mitigation assistance, as appropriate.
- ESF #6 will reduce duplication of effort and benefits to the greatest extent possible. This includes streamlining assistance as appropriate and identifying recovery and mitigation measures to support municipal planning efforts.

Concept of Operations

Assumptions

- The local government has the primary responsibility of sheltering citizens.
- The local government will first call trained voluntary agencies for mass care services. Red Cross approved shelter sites, (ARC 44-96) guidelines for hurricane shelters, will be considered as a first step to identifying shelters. If the local government becomes overwhelmed, state services are requested.
- The Forrest County Department of Human Services (DHS) will act in conjunction with Red Cross to carry out all duties in meeting victims' needs. This includes supporting Red Cross in

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the operation of shelters/temporary housing, emergency human needs, and limited health and medical needs (ESF #8).

General

- The Forrest County Emergency Management Director, along with local officials, has the responsibility and authority to open shelters.
- Upon notification by Emergency Management of a potential or actual event requiring response, all designated ESF #6 liaisons will report to the Forrest County EOC. Direct coordination of mass care activities will take place at this location.
- ESF #6 will manage and coordinate mass care assignments from the Forrest County Emergency Operations Center (EOC) when activated.
- When necessary, the American Red Cross and Salvation Army, with the support of the Forrest County Department of Human Services, will carry out all duties in meeting disaster survivors' needs.
- Shelter and feeding managers will be appointed to each shelter and will be responsible for the operation of their individual task/shelter.

Mass Care

General Population Shelters

- When an event gives prior warning, public shelters will be opened and stocked. Those persons not using public shelters will take refuge in their homes, evacuate, or use other private shelter areas.
- Shelters might be used during floods, hazardous materials accidents, fires, hurricanes, tornadoes, earthquakes etc.
- Flood shelter utilization considers elevation criteria, surrounding topography, and structural integrity. Hazardous materials shelters consider the location of the hazard, wind direction, and duration of the hazard.
- Shelters have been pre-identified in Forrest County utilizing the above consideration criteria. Various Public Schools are also available as additional shelters. (An official list can be found in WebEOC© and Appendix 1).
- All citizens who choose to locate at these temporary emergency public shelters will require food, water, the possible provision of emergency first aid, and a wide variety of other mass care services.
- The use of shelters will substantially reduce the number of casualties resulting from a disaster situation.

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- Shelters will also be opened following a disaster because of destroyed or uninhabitable homes (i.e. tornado or flood), and may need to remain open for periods of time to house emergency clean-up personnel.
- In a major disaster requiring shelters to be opened and staffed, ESF #6 liaisons assigned to the Emergency Operations Center will keep essential records and charts of shelter status. (This will be a representative from the Red Cross and/or Department of Human Services). This person will keep the Forrest County Emergency Management Director fully informed on shelter status at all times throughout the emergency.

Medical Functional Needs Shelters

- Some residents of the shelters will have special medical or functional needs and will need to have a caregiver accompany them to a shelter. The American Red Cross and the Department of Human Services **will not** be responsible for nor will be able to take care of these persons.
- The Mississippi Department of Health (MSDH) has lead responsibility for identifying staffing resources needed at Regional and State Medical Functional Needs Shelters in conjunction with the Mississippi Department of Rehabilitation Services and Mississippi Division of Medicaid.
- MSDH shall work in conjunction with the State Board of Community and Junior Colleges to pre-identify locations to be used as Functional Needs Shelters.
- Additional guidance and information for Medical Functional Needs Sheltering can be found in ESF #8 of the State CEMP.
- Requests for Medical Functional Needs Shelters should be forwarded through the Forrest County Emergency Management Director to MEMA.

Pet and Animal Shelters

- The Mississippi Board of Animal Health (MBAH) serves as the lead agency for sheltering requirements for pet and animal shelters during an incident.
- MBAH will identify pre-designated locations for use as pet and animal shelters or pet-friendly shelters.
- Additional guidance and information for Pet and Animal Sheltering can be found in ESF #11 of the State CEMP.

Opening Shelters

- Shelters would be required in two major emergency situations: (1) A local emergency situation, when residents of Forrest County would require sheltering within the County, or (2) a surrounding area emergency requiring evacuation, when residents of surrounding Counties would require sheltering in Forrest County.
- Local government will open shelters in coordination with the State. MEMA, in conjunction with the MDHS, will have overall management of shelters for the State.

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- Forrest County Emergency Management Officials will notify Red Cross, Forrest County Department of Human Services, and all Mass Care support agencies of ESF #6 activation. Emergency Management will request the opening of pertinent general population shelters.
- Ensure adequate communications link between shelters and the EOC is provided.

Shelter Resources

- A list of Forrest County shelters can be found in this ESF #6 Annex, WebEOC© and Appendix 1.
- Shelter kits containing appropriate forms, handbooks, and identification have been prepared and are maintained by Red Cross.
- Red Cross also provides cots, communication equipment and other items necessary to shelter support.

Mass Feeding/Procurement of Food Resources

- Feeding in the Mass Care facilities will be the responsibility of the American Red Cross and the Salvation Army with support from the County Agent's Office, and the Department of Human Services.
- The shelters with designated kitchen facilities will be considered as sites for mass feeding (See Appendix 1).

Organization

Administrative and Logistical Support

All participating ESF #6 agencies are expected to:

- Coordinate their support with ESF #6.
- Attend and support briefings and other coordination meetings, whether at the EOC or elsewhere.
- Maintain operational logs, messages, requests, and other appropriate documentation for future reference.
- Maintain their maps, displays, status reports, and other information not included in the ESF #5 operations.
- All agencies supporting ESF #6 will receive primary administrative support from their parent organization with additional support from Forrest County EMA as needed.
- All ESF #6 agencies which have automated financial management systems will utilize those systems to capture incurred costs of all available, acquired, and contracted resources used during the support activities related to emergency or major disaster operations. Those agencies

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not having access to an automated system will utilize their existing system to capture all related costs for reporting and potential reimbursement.

- All ESF #6 agencies should ensure that their financial management system, automated or otherwise, is used to capture their incurred costs during an emergency, major disaster, or exercise and must be in compliance with applicable agency, state, and federal guidelines, rules, standards, and laws. This understanding is based on the knowledge that any reimbursement of incurred costs is subject to audit.

Actions

Preparedness

- Southeast Mississippi Chapter, Mississippi Region of the American Red Cross, with support from Salvation Army and the Forrest County Department of Human Services oversees development of Standard Operating Procedures (SOPs) and checklists in conjunction with other primary and supporting agencies for this ESF.
- Identification of suitable shelters for various hazards.
- Obtaining cooperation of building owners for use of shelter space.
- Training of shelter managers and volunteers.
- Preparation of shelter management kits.
- Stockpiling of certain shelter supplies.
- Public education regarding shelters.
- Developing and maintaining District School Crisis Management Manuals.

Pre-Incident

- Notification of all Emergency Services.
- Develop and coordinate shelter operations with special emphasis on lessening the risks of special needs “At Risk” populations.
- Public information activities.
- Shelters will be stocked with appropriate supplies immediately prior to their activation. Necessary supplies will be obtained by shelter staff.

Incident

- Open and staff shelters as needed.
- Distribute shelter kits and supplies.

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- Complete shelter stocking.
- Advise the ESF #6 liaison to the EOC when shelter occupancy has reached full capacity (80 % of maximum capacity) space has been approached to allow for coordination to open additional shelters.
- Expand and identify shelter sites outside of those pre-determined by other sources.
- Maintain communications between shelters and the EOC.

Recovery

- Keep shelters operational until emergency is manageable.
- Deactivate unnecessary shelters.
- As shelter and feeding operations are beginning to be phased out, relay or provide information regarding re-entry to point(s) of origin to all active shelter locations for dissemination to evacuees.
- Re-entry information, affecting evacuees from other counties/states sheltering in Forrest County, will be obtained from the State Emergency Operations Center and disseminated by Forrest County ESF #6 personnel to the appropriate shelter locations.
- Forrest County ESF #6, with the affected County Government, will assist in re-entry decisions. Evacuees cannot be detained from leaving shelter if they desire. However, they may be detained from re-entering a disaster area if officially deemed unsafe.

Post-Incident

- Facilitate movement to temporary housing.
- Coordinate cleanup and restoration of facilities used for shelters.
- The Mass Care lead prepares an after-action report for closeout to the Forrest County Emergency Management Director. The after-action report identifies key problems, indicates how they are to be/were resolved, and makes recommendations for improving response operations. ESF #6 organizations assist in preparation of the after-action report.

Responsibilities

Southeast Mississippi Chapter, Mississippi Region, American Red Cross

- Send a designated representative to the Forrest County EOC for shelter coordination.
- Designate and train shelter managers and volunteers for all Forrest County shelters.
- Maintain and keep current a contact list of shelter managers with a day and night phone number.

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- At the Emergency Manager's request, operate general population shelters with Red Cross agreements.
- Establish shelter communications with the EOC.
- Provide shelter management kits and shelter registration forms.
- Coordinate all sheltering activities with the American Red Cross National Headquarters and the Mississippi Department of Human Services state office.
- Close and phase out shelter operations.
- Responsible for feeding operations in coordination with Salvation Army.
- Develop and maintain a thorough and current mass care SOP.

Salvation Army

- Provide mass feeding operations in coordination with Red Cross.
- Assist the Red Cross and Forrest County Human Services with other shelter operations.

Department of Human Services

- Support and coordinate with the American Red Cross and the Forrest County Emergency Management Director in shelter identification.
- Maintain communications with the Emergency Operations Center.
- Support Red Cross with shelter operations, specifically registration and monitoring for unmet needs and critical issues.
- Coordinate with Red Cross and all support agencies to review and update/revise this ESF #6 Annex annually and submit to the Forest County Emergency Management Director, for approval and publication.
- Develop and maintain a thorough and current mass care SOP.

Note: Human Services personnel will be trained by Red Cross officials in shelter fundamentals and management.

Forrest County Emergency Support Function #6- Mass Care, Emergency Assistance, Housing, and Human Services Annex

Support Agencies Responsibilities

Agency	Functions
Forrest County Emergency Management Agency	• Develop a complete county shelter and feeding program in conjunction with the American Red Cross, Salvation Army with support from the Forrest County Department of Human Services. • Responsible for initiating shelter openings. • Responsible for shelter surveys and the proper making of shelters. • Provide public information and education on sheltering. • Activation and deactivation of shelters as needed. • Assist in locating communications capabilities to shelters.
Forrest County Health Department	• Coordinate/consult with the primary agency/shelter managers regarding Public Health issues of sanitation and epidemiology in shelters. • Provide to the extent practicable under emergency conditions, an environment in which the current level of health of the evacuees with special needs can be sustained.
Forrest County SO Hattiesburg PD Petal PD	• Provide security and law enforcement for shelters. • Provide alternate communications for shelter operations using port-mobile and vehicle units. • Provide traffic control to and around shelters. • Provide vehicle security in shelter parking lots and staging areas.
Forrest County School District Police Hattiesburg School District Police Petal School District Police	• Assist in providing security for shelters located in District Schools. • Provide traffic control to and around shelters located on school district property. • Provide vehicle security in school shelter parking lots.
Forrest County Road Depart. Hattiesburg Public Works Petal Public Works	• Maintain power, water supplies, and sanitary facilities at shelter sites during an emergency.
Mississippi National Guard	• Assist with security at shelters as needed. • Coordination of shelter usage on military property.* *Note: This should be used only as shelters of last resort.

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Agency	Functions
Forrest County Amateur Radio Operators	• Provide communications for shelter operators.
Engineering and Code Administration / Forrest County Engineer	• Inspect structural capabilities of buildings designated as shelters.

ESF #6 Review and Maintenance

Southeast Mississippi Chapter, Mississippi Region of the American Red Cross and Salvation Army, in conjunction with Forrest County Human Services, will coordinate an annual review of this ESF #6 annex with all support agencies. Additional review and changes may be made based on implementation experience or because of changes in laws, regulations, etc. Recommendations for changes will be submitted to Forrest County Emergency Management for approval, publication, and distribution.

Appendices

- Appendix 1** Forrest County Shelter List
- Appendix 2** Reception and Care Organizational Structure
- Appendix 3** Mississippi 361 Safe Room Map
- Appendix 4** WebEOC List of Shelters
- Appendix 5** MDHS Regional Map Division of Field Operations
- Appendix 6** American Red Cross, Mississippi Region

**Forrest County Emergency Support Function #6- Mass Care, Emergency
Assistance, Housing, and Human Services Annex**

Appendix 1

List of County Shelters

Facility	Address	City	Facility Point of Contact	Phone	Pre-Incident Capacity (20 sq ft/person)	Post- Incident Capacity (20 sq ft/person)
Forrest County 361 Shelter	946 Sullivan Drive	Hattiesburg	Glen Moore	601.544.5911	344	344

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Appendix 2

Reception and Care Organizational Structure

I. Purpose

This appendix will establish an organization and procedures to provide for the temporary reception and care of people displaced or evacuated from their residence because of an emergency or disaster situation.

II. Situation and Assumptions

A. Situation

1. Localized temporary evacuation within Forrest County is possible because of the various hazards that could confront the population, thus requiring the implementation of Reception and Care operations and the use of public shelters. These hazards include flooding, hazardous materials incidents, etc.
2. Facilities are available in Forrest County and its municipalities to temporarily shelter and feed those persons evacuated or displaced by an emergency or disaster.
3. Outside assistance is available from both private and governmental sources.

B. Assumptions

1. Affected persons will respond as directed by local government officials.
2. A percentage of the evacuees will stay with friends or relatives.
3. Outside assistance is available from both private and governmental.
4. Assistance by relief agencies along with assistance from outside the county will be available if required and/or requested.

III. Concept of Operations

A. General

1. Local government has the responsibility for providing reception and care services.
2. Reception and Care operations will be directed and controlled by the **(identify your jurisdiction's responsible agency)**. Operations will be

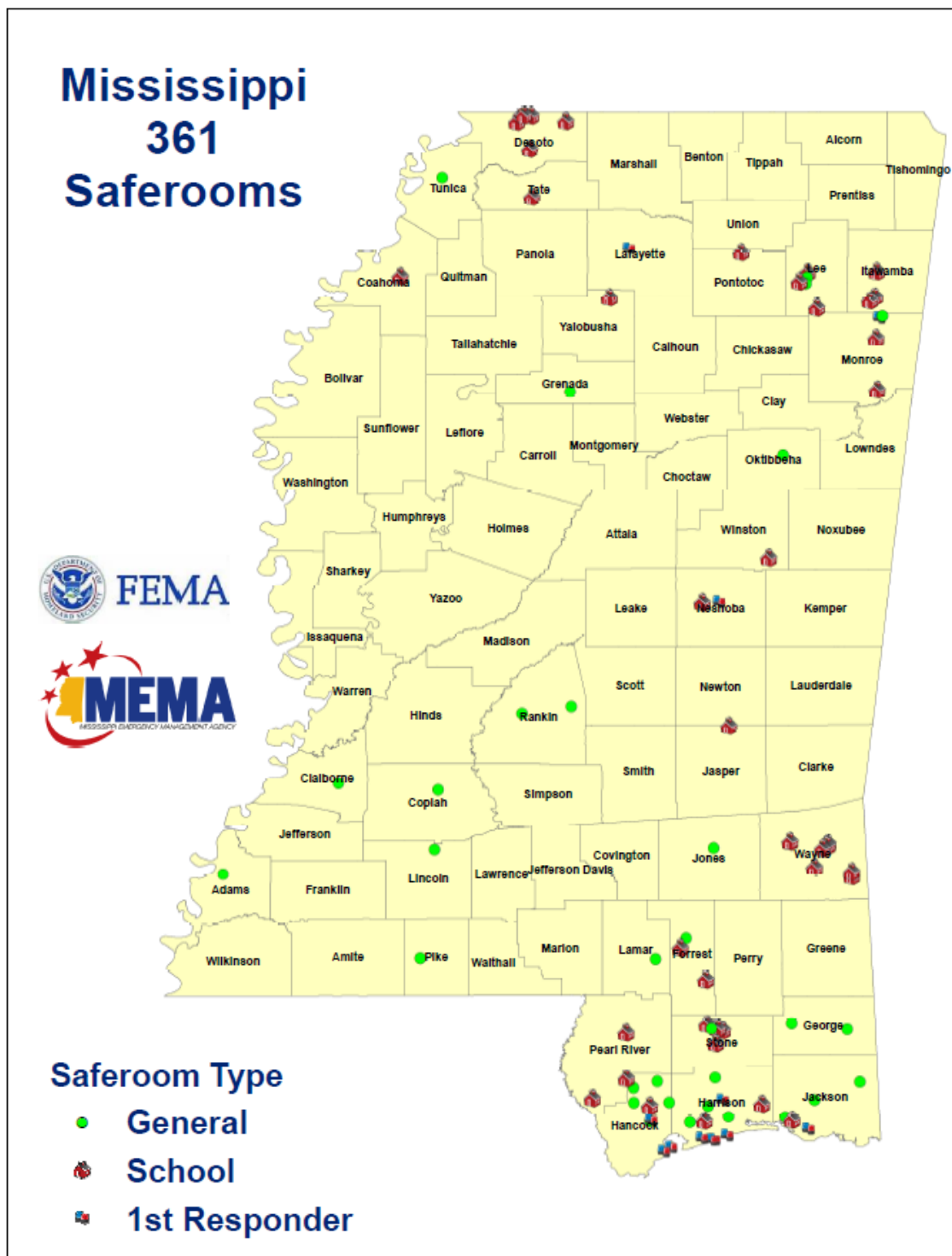
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directed and coordinated from the primary EOC or a facility designated at the time reception and care becomes necessary.

3. Support to Reception and Care operations will be provided by other county and/or city departments/agencies as required and private relief organizations as available. Such support would include law enforcement, public information, communication between shelters and the EOC, mass feeding, temporary housing, handlers for pets/service animals, etc.
4. The role of local government will be to:
 - a. Monitor Reception and Care operations and provide coordination.
 - b. Assist in locating and opening shelters.
 - c. Assist in locating animal shelters – preferably in close proximity to mass care shelters.
 - d. Identify shelters and resources that will support access and functional needs support services.
 - e. Resource assistance.
5. The Emergency Management Director will assist the Reception and Care Coordinator in:
 - a. Emergency mass feeding operations.
 - b. Assigning and managing reception and care center teams.

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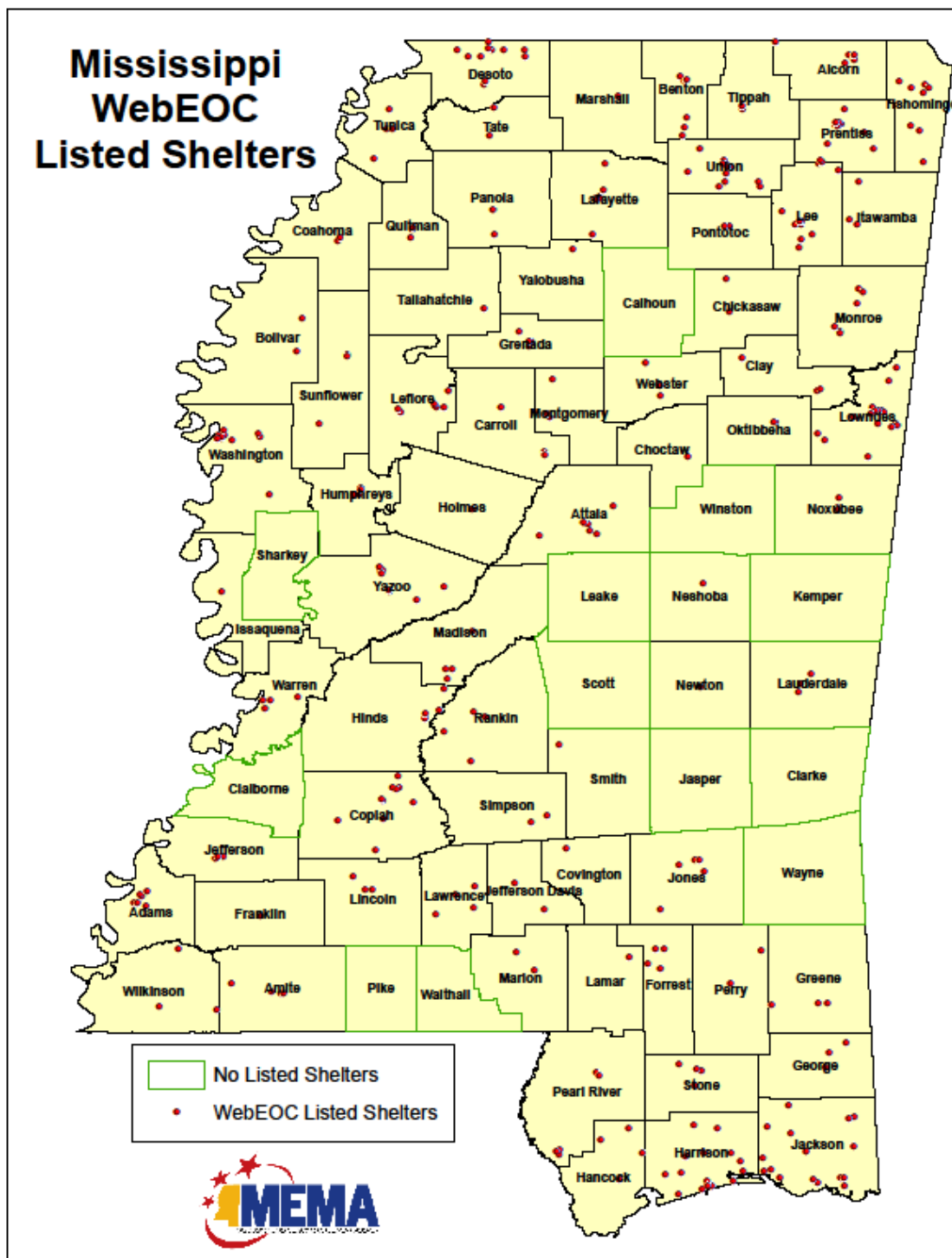
Appendix 3



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Appendix 4

WebEOC Listed Shelters

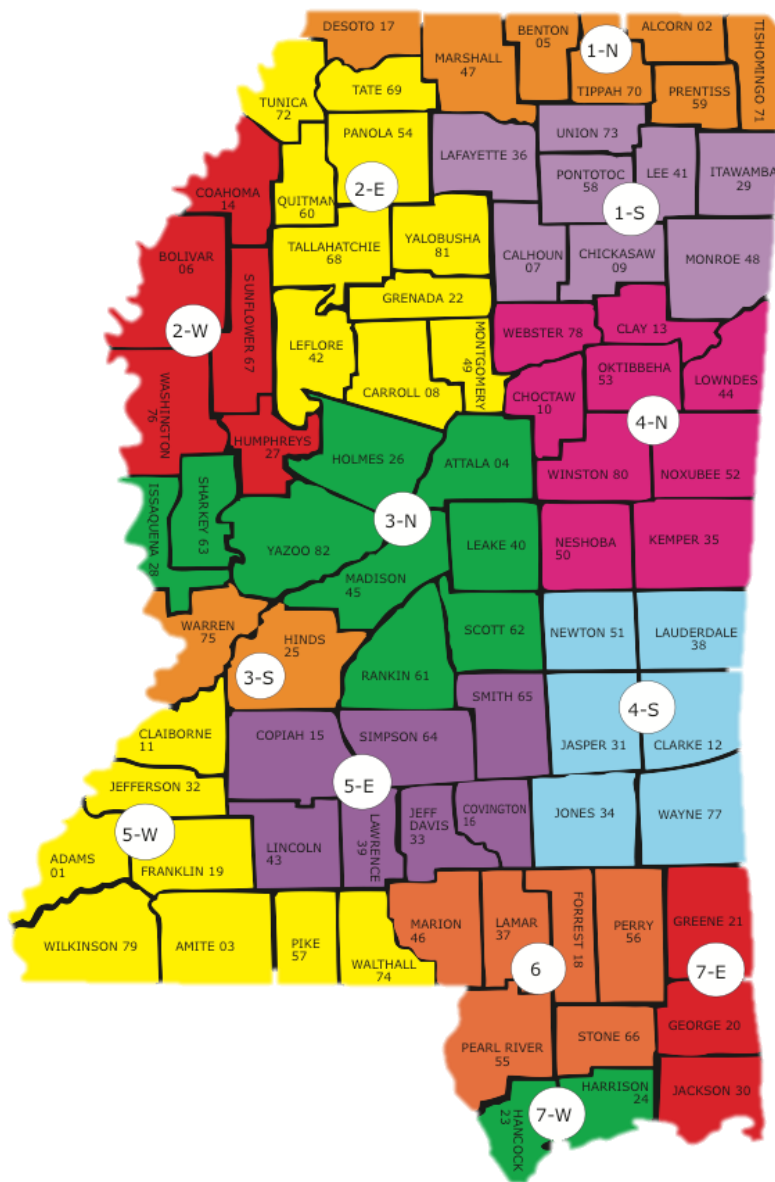


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Appendix 5

MDHS Regional Map – Division of Field Operations

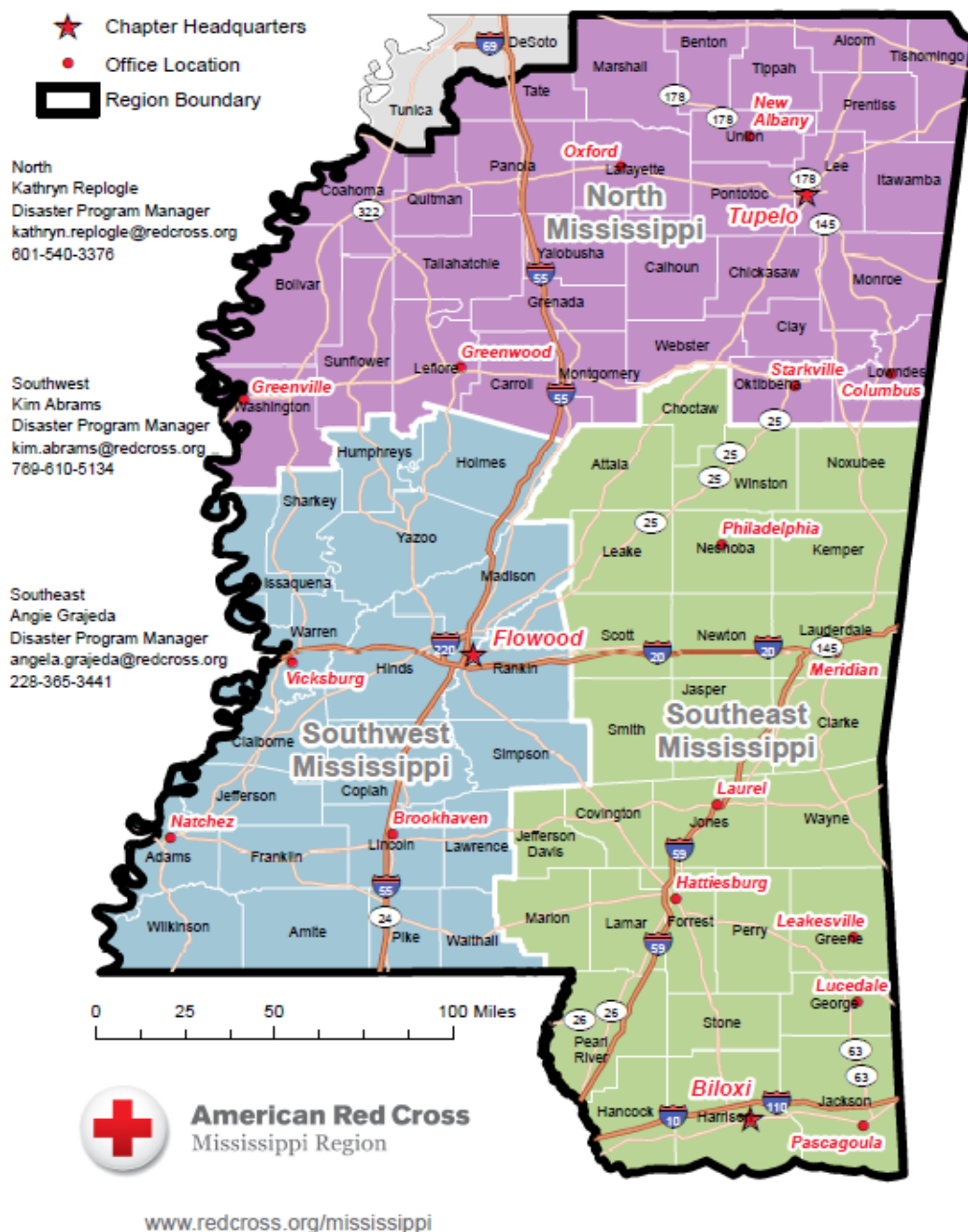
Region	Phone
1 North	(662) 396-2225
1 South	(662) 234-1861
2 East	(662) 326-7912
2 West	(662) 873-2655
3 North	(601) 859-3944
3 South	(601) 364-7474
4 North	(662) 320-9566
4 South	(601) 426-1219
5 East	(601) 782-4075
5 West	(601) 823-4072
6	(601) 554-5852
7 East	(601) 947-7551
7 West	(228) 523-1249



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Appendix 6

American Red Cross, Mississippi Region



Forrest County Emergency Support Function # 7- Resource Support Annex

ESF # 7 Coordinator

Forrest County Emergency Management
Forrest County Administrator

Primary Agency

Forrest County Emergency Management

Support Agencies

Forrest County
City of Hattiesburg
City of Petal

State Non-governmental Support Organizations

Mississippi Volunteer Organizations Active
in Disasters (MSVOAD)
American Red Cross
Salvation Army

State ESF Coordinator

Mississippi Department of Finance and
Administration (MDFA)

State Primary Agency:

Mississippi Department of Finance and
Administration (MDFA)

Introduction

Purpose

The purpose of Emergency Support Function (ESF) #7 is to provide for proper coordination of resources in order to effectively respond to an emergency.

Scope

Should a disaster overwhelm Forrest County's total resource base, the State ESF # 7 of the State's Comprehensive Emergency Management Plan would be activated with MEMA being the primary coordinator. In the event that Federal ESF # 7 mobilization is required, then the General Services Administration would be the lead agency.

Relationship to Whole Community

This section describes how ESF#7 relates to the whole community.

Local, State, Tribal, and Area Governments

ESF #7 organizations develop collaborative tools for use by local, state, tribal and area governments to elevate current disaster and logistics readiness, identify areas for targeted improvement, and develop a roadmap to mitigate weaknesses and enhance strengths to foster a collective whole community logistics concept.

Private Sector/Nongovernmental Organizations

- Support that cannot be provided from State resources is secured through direct procurement or donations.
- ESF #7 works with retail, wholesale, and other similar private industry associations for information sharing, planning, and exercises that would produce mutually beneficial results in coordinating how, when, and by whom crucial logistics resources will be provided during all types of incidents.

Core Capabilities and Actions

ESF Roles Aligned with Core Capabilities

The following table lists the Response core capabilities that ESF #7 most directly supports along with the related ESF #7 actions. All ESFs, including ESF #7, supports the core capabilities of Planning, Operational Coordination, and Public Information and Warning.

The actions listed beside each core capability in this table apply to local, state, tribal, federal and NGOs.

Core Capability	ESF #7- Logistics
Mass Care Services	- Acquires and manages resources, supplies, and services from core capability providers via contracts, mission assignments, interagency agreements, and donations. - Supports the prioritization, coordination, and communication of mass care resource requirements. - Communicates plans, requirements, and strategies to core capability providers. - Support of requirements for physically accessible sheltering, feeding, and related activities to support survivors of disasters, including individuals with disabilities.
Critical Transportation	- Management of transportation that includes equipment and procedures for moving material from storage facilities and vendors to incident victims, particularly with emphasis on the surge and sustainment portions of response. - Transportation management also includes providing service to include fulfilling request from other State organizations.
Infrastructure Systems	Provision of logistical support to fire and other first response services.
Operational Communications	Coordination of procurement of communication equipment and services.
Public and Private Services and Resources	- Coordination of the resource support for survivors. - Resource management that includes determining requirements, sourcing, ordering and replenishment, storage, and issuing of supplies and equipment. - Facilities management that includes assisting in locating, selecting, and acquisition of incident facilities, such as Joint Field Services Offices (JFO), as well as storage and distribution facilities. - Establishment and operation of logistics support facilities to include the management of services related to lodging and feeding of incident support personnel. - Personal property management to include policy and procedures, guidance for maintaining accountability of material and identification and reutilization of property acquired to support a response operation.

Forrest County Emergency Support Function # 7- Resource Support Annex

	• Management of electronic data interchanges to provide end-to end visibility of response operations. • Plan for transitional support to recovery operations concurrent with response operations.
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Policies

- All local resources will be expended or committed by local government before assistance is requested from other local governments through the Statewide Mutual Aid Compact (SMAC), or from state government agencies.
- According to the Logistics Section of ESF #5, Mississippi Emergency Management Agency (MEMA) is the primary manager of logistical staging sites, and the Mississippi Department of Finance and Administration (DFA) provides assistance in the coordination effort to identify and procure resources and provide logistical support to the affected areas.
- Emergency resources will be used solely for response and short-term recovery, rather than long-term recovery.
- All organizations are responsible for the development and maintenance of their own internal operating and notification procedures. No part of this annex is intended to supplant agency SOP/SOGs.
- All organizations are responsible for filing any important vacancies; recalling personnel from leave, if appropriate; and alerting those who are absent due to other duties or assignments.
- Personnel designated as on-scene responders are representatives of the EOC should make prior arrangements to ensure that their families are provided for in the event of an emergency, so to ensure a prompt, worry-free response and sequent duty.
- The proper channeling of resources is a high priority in an emergency. This ESF outlines procedures for requesting resources during an emergency. Resource inventory will include anticipated needs of local government for all types of emergencies. Local resource requests should come through the local EOC and be coordinated with the Emergency Management Director before state resources capabilities are asked for.

Concept of Operations

Assumptions

- Local resources will be used effectively to minimize duplication and waste.
- All local resources will be expended or committed by Forrest County and local jurisdictions before assistance is requested from other local government or state government agencies.
- Some resources within the disaster area will be damaged, isolated from immediate access, or destroyed.

- The private sector will voluntarily provide personnel, supplies, transportation, and other essential resources during a significant emergency or disaster.

General

It is the responsibility of local government to protect lives and property of its local citizens by utilizing all pertinent government personnel and resources. Among the actions to be taken toward this end are the following:

- Commit all, or that part of, its available resources necessary to protect lives and property and relieve suffering and hardship.
- Local government will maintain a list of available resources to be utilized during an emergency.
- Local government will maintain records of all resources expended, such as manpower, equipment, and materials.
- In the event all local resources have been expended or committed, assistance should be sought from MEMA through the Forrest County Emergency Management Director.
- Logistical support necessary to save lives will receive first priority.

Organization

The day-to-day operations of local Emergency Management provides planning and personnel training to obtain the maximum use of available resources and materials in the event an emergency should arise. During the emergency, local government will coordinate and identify essential resources to be rendered to disaster victims. The aim of the Resource Management ESF is to utilize resources and trained personnel to carry out each assignment effectively among the many resource tasks to be performed during an emergency.

Direction, Control and Coordination

- The Emergency Management office will be responsible for the coordination of resource management activities. The major responsibility is to identify available sources from which needed resources can be obtained during an emergency situation. Coordination of these resources during emergencies will be handled from the EOC. Routine checks of supplies will be made in order to maintain an accurate list.

Administrative and Logistical Support

All participating ESF # 7 agencies are expected to:

- Coordinate their support with ESF # 7.
- Attend and support briefings and other coordination meetings, whether at the EOC or elsewhere.
- Maintain operational logs, messages, requests, and other appropriate documentation for future reference.

Forrest County Emergency Support Function # 7- Resource Support Annex

- Maintain their maps, displays, status reports, and other information not included in the ESF #5 operations.
- All agencies supporting ESF # 7 will receive primary administrative support from their parent organization with additional support from Forrest County EMA as needed.
- All ESF # 7 agencies which have automated financial management systems will utilize those systems to capture incurred costs of all available, acquired, and contracted resources used during the support activities related to emergency or major disaster operations. Those agencies not having access to an automated system will utilize their existing system to capture all related costs for reporting and potential reimbursement.
- All ESF # 7 agencies should ensure that their financial management system, automated or otherwise, is used to capture their incurred costs during an emergency, major disaster, or exercise and must be in compliance with applicable agency, state, and federal guidelines, rules, standards, and laws. This understanding is based on the knowledge that any reimbursement of incurred costs is subject to audit.

Communications

- The resource management network of communication is a primary responsibility of the EOC and should be effectively functional during an emergency situation.

Resources

- A listing of all available local stores and suppliers of foods, materials, and equipment is kept on file in the EOC in a resource manual.

Logistics

- Each and every local government agency and other organizations should be prepared to assist in this ESF function when agencies and organizations with primary and supporting roles cannot provide requested resources.

Actions

Preparedness

The ESF # 7 lead for Forrest County should perform the following actions as part of preparedness:

- Develop plans to coordinate and support County resource management processes that implements and controls the effective flow of services and commodities in coordination with ESF # 5.
- Provide a concept of operations for logistics resource management in support of emergency operations.
- Develop initial requirements of commodities and equipment that may be required as part of response capabilities based on hazard analysis, historical data or forecasted intelligence.

- Establish and maintain a list of County resources to include government buildings, vehicles, equipment, supply resources, and agency contacts.
- Recruit, train, and exercise ESF # 7 personnel.
- Pre-identify resource distribution centers.

Pre-Incident

- Ensure SOG's are current and readily available.
- Ensure a coordinated framework is in place for resource management prior to and during a major disaster.
- Ensure all ESF #7 personnel are contacted and reporting times and places are coordinated.

Response

- Distribution and management of resources.
- Coordination of resources to disaster victims.
- Coordinate services with county and local municipalities.
- Make available list of sources to provide materials, equipment, and other resources during emergencies.
- Coordinate local efforts with other agencies.
- Keep records of services and resources rendered during an emergency.

Post-Incident Actions

- Assess needs of victims.
- Estimate costs to provide resources.
- Assess impact of the emergency on the available resources and identifiable needs.
- Coordinate resource management.
- Provide Public information for proper communication to victims.
- Record resources expended and remaining supplies.

Responsibilities

The day-to-day operations of local Emergency Management provides planning and personnel training to obtain the maximum use of available resources and materials in the event an emergency should arise. During the emergency, local government will coordinate and identify essential resources to be rendered to disaster victims. The aim of the Resource Management ESF is to utilize resources and trained personnel to carry out each assignment effectively among the many resource tasks to be performed during an emergency.

Forrest County Emergency Management Agency / Forrest County Administrator

- Identify and maintain list of current available resources.
- Develop mutual-aid agreements for resource allocation with other communities (remember that other counties might also be affected from the disaster, so do not rely on their help alone).
- Coordinate and prioritize resource management.
- Document all expended resources and personnel for possible state or federal reimbursement.

Support Agencies Responsibilities

Agency	Functions
All Support Agencies	• All agencies specifically tasked with ESFs in this CEMP will provide resources and support personnel in delivering emergency response and recovery efforts. Other local agencies not specifically identified in the plan may be tasked with providing their resources or personnel as warranted by the situation. • Each agency should provide Emergency Management with the types of resources they have on hand that would be available for use during emergencies or disasters. • Maintain records of all resources expended for possible reimbursement.

ESF Review and Maintenance

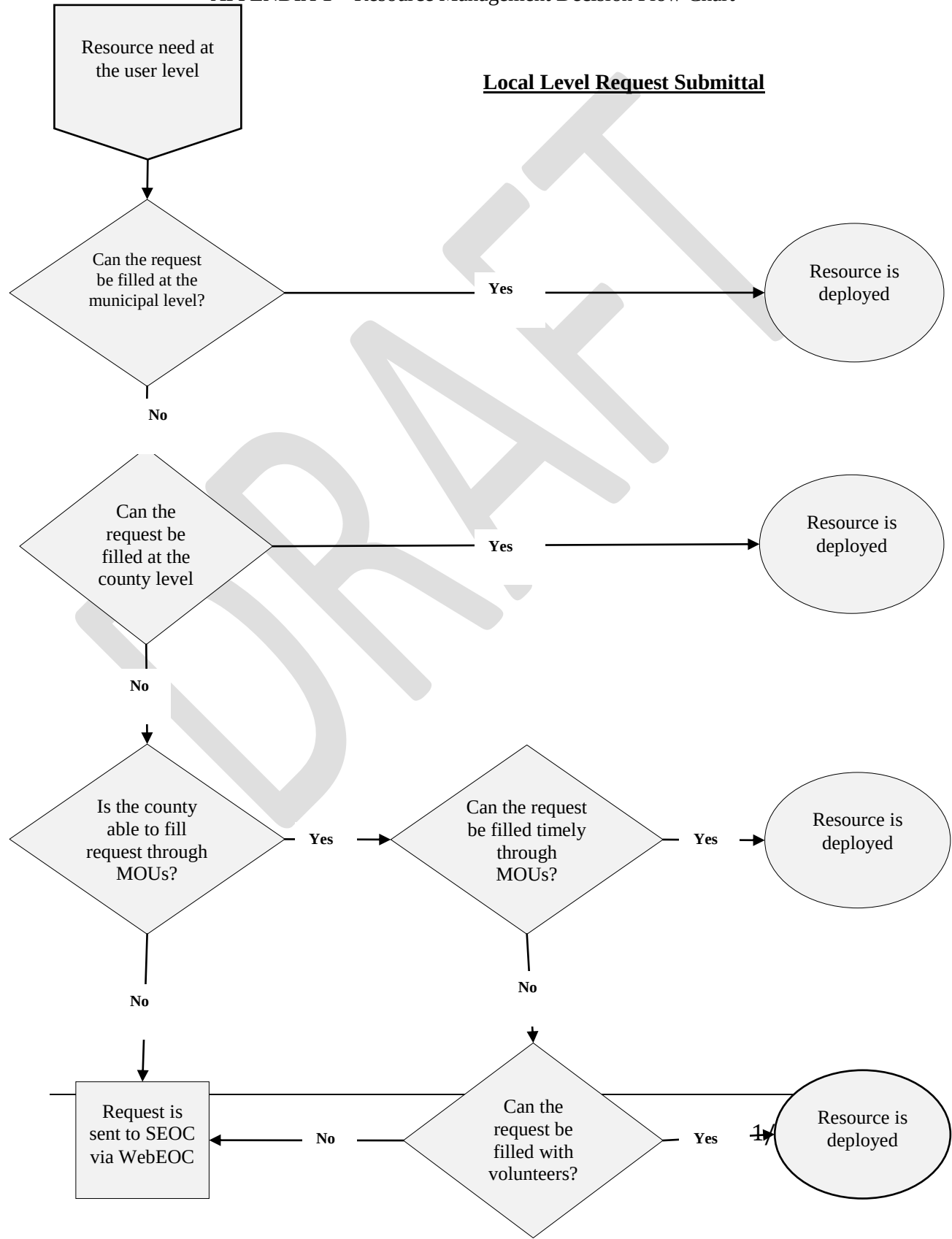
It is the responsibility of the Forrest County Emergency Management to keep an accurate and updated list of all available sources that will supply resources during an emergency. They will also review this ESF annex annually. Other reviews and changes may be made based on incident experience or laws and regulations affecting this ESF. Changes and updates will be distributed to all plan holders.

Appendices

Appendix 1: Resource Management Decision Flow Chart

Appendix 2: References

APPENDIX 1 – Resource Management Decision Flow Chart



Appendix 2: References

State of Mississippi Master Web Site: <http://www.mississippi.gov>

The State Procurement manual link is:

http://www.dfa.state.ms.us/Purchasing/Proc_Man/pro_man.htm

Emergency procedure is in section 3.206. This is the link to get a copy of our special circumstance form (SC1 form).

This is needed, after the emergency, when submitting your request for approval of the emergency purchase

http://www.dfa.state.ms.us/Purchasing/purchasing_forms.htm

This is the link to the State Contracts:

http://www.dfa.state.ms.us/Purchasing/epl_query.htm

This is the link to our state travel contracts (if someone is looking for a hotel):

<http://www.dfa.state.ms.us/Purchasing/Travel.htm>

Link to MS Industries for the Blind

<http://www.msblind.org>

Link to MS Prison Industries

<http://www.mpic.net>

Forrest County Emergency Support Function #8- Public Health and Medical Services Annex

ESF #8 Coordinator

AAA Ambulance Service

Public Health District Eight

Forrest General Hospital

Merit Health Wesley Hospital

***** In a Pandemic Influenza event the Coordinator will be District Medical Liaison Team (See appendix 4 page 16 paragraph 5 *****

Forrest County Primary Agencies

AAA Ambulance Service

Public Health District Eight

Forrest General Hospital

Merit Health Wesley Hospital

Forrest County Support Agencies

Forrest County Coroner
Pine Belt Mental Health
Pine Grove Recovery
Mississippi Department of Mental Health/Region
Forrest County Fire Departments
Public Information Officer (PIO)
Home Health Agencies
Private Health Care Facilities
Forrest County Sheriff's Department
Hattiesburg Police Department
Petal Police Department

Forrest County Board of Supervisors
Forrest County Agent

State ESF Coordinator

Mississippi Department of Health

State Primary Agency

Mississippi State Department of Health

State Support Agencies

Mississippi Department of Human Services
Mississippi Department of Agriculture and Commerce
Mississippi Board of Animal Health
Mississippi Department of Environmental Quality
Mississippi Office of the Medical Examiner
Mississippi Military Department
Mississippi State Board of Pharmacy
Mississippi Department of Rehabilitation Services-Vocational Rehabilitation
Mississippi Veterinary Medical Association
Mississippi Division of Medicaid
Mississippi Board of Medical Licensure
Mississippi Board of Nursing
Mississippi Community Colleges and Subsidiaries
University of Mississippi Medical Center (UMMC) and/or other State Hospitals
Mississippi Department of Public Safety

Introduction

Purpose

The purpose of this Emergency Support Function (ESF) is to provide local assistance and coordinate local resources in response to public health and medical care needs. County agencies and health organizations will provide and coordinate services and resources including, but not limited to, emergency treatment and prevention, inspection of food and potable water, sewage and wastewater disposal, emergency mortuary service, patient rehabilitation, vector and disease control, and the restoration of health and medical infrastructure.

Scope

This section of the plan is to be used to respond to incidents where threatened or actual damage exceeds Forrest County's capabilities.

Relationship to Whole Community

This section describes how ESF #8 relates to the whole community.

Local, State, Tribal, and Area Governments

- While local, tribal and area officials retain primary responsibility for meeting public health and medical needs, ESF #8 can deploy public health and medical assets to assist as needed.
- In a major public health or medical emergency, demand for public health and medical resources may exceed local, state, tribal and area capability. State, territorial, tribal and area jurisdictions may request assistance through the Emergency Management Assistance Compact (EMAC) or may request Federal assistance, which may be executed with or without a Stafford Act declaration. When possible, a recognized spokesperson from the affected public health and medical community (local, state, tribal and area) delivers relevant health messages.

Private Sector/Nongovernmental Organizations

- The vast majority of public health and medical activities and services are provided by the private healthcare sector. ESF #8 augments the support provided by the private healthcare sector when requested by local, tribal and area governments.
- ESF #8 organizations works closely with the private sector (e.g., regulated industries, academic institutions, trade organizations, and advocacy groups), volunteer organizations (e.g., faith-based and neighborhood partnerships), and local and state agencies to coordinate ESF #8 response resources. ESF #8 organizations recognize that leveraging resources from these organizations and individuals with shared interests allows ESF #8 to accomplish its mission in ways that are the least burdensome and most beneficial to the American public and that enhance the resilience of healthcare systems to deliver coordinated and effective care during public health emergencies and mass casualty events.
- Nongovernmental organizations, including community-based organizations, are an important partner in recruiting and supporting health professional volunteers and providing medical and counseling services to victims and their families.

Core Capabilities and Actions

ESF Roles Aligned with Core Capabilities

The following table lists the Response core capabilities that ESF #8 most directly supports along with the related ESF #8 actions. Though not listed in the table, all ESFs, including ESF #8, support the core capabilities of Planning and Operational Coordination. **The actions listed beside each core capability in this table apply to local, state, tribal, federal and NGOs.**

Forrest County Emergency Support Function #8- Public Health and Medical Services
Annex

Core Capabilities	ESF #8- Public Health and Medical Services
Public Information and Warning	- Coordinates the Federal public health and medical messaging with jurisdictional officials. - Continuously acquires and assesses information on the incident. Sources of information may include state incident response authorities; officials of the responsible jurisdiction in charge of the disaster scene; and ESF #8 support departments, agencies, and organizations. - Provides public health, behavioral health, disease, and injury prevention information that can be transmitted to members of the general public and responders who are located in or near affected areas in languages and formats that are understandable to individuals with limited English proficiency and individuals with disabilities and other with access and functional needs. - Supports a Joint Information Center (JIC) in the release of general medical and public health response information to the public.
Critical Transportation	Patient Movement - Transports seriously ill or injured patients and medical needs populations from casualty collection points in the impacted area to designated reception facilities. - Coordinates the Federal response in support of emergency triage and pre-hospital treatment, patient tracking, distribution, and patient return. This effort is coordinated with Federal and local, state; tribal, territorial, and insular area emergency medical services officials. - Provides support for evacuating seriously ill or injured patients through the National Disaster Medical System (NDMS), an interagency partnership between the Department of Health and Human Services (HHS), the Department of Homeland Security (DHS), the Department of Defense (DOD), and the Department of Veterans Affairs (VA), and the Federal Emergency Management Agency (FEMA), via the National Ambulance Contract. Support may include providing transportation assets, operating and staffing NDMS patient collection points (e.g., aerial ports of embarkation (APOEs)), and establishing Federal Coordinating Centers (FCCs) that conduct patient reception at ports of debarkation (e.g., aerial ports of debarkation). Federal support may also include processing and tracking patient movement from collection points to their final destination reception facilities. (Note: DOD is responsible for regulating and tracking patients transported on DOD assets to appropriate treatment facilities (e.g., NDMS hospitals).
Environmental Response/Health and Safety	Supports the Worker Safety and Health Support Annex, provides technical assistance, and conducts exposure assessments and risk management to control hazards for response workers and the public.
Fatality Management Services	Assists jurisdictional medico-legal authorities and law enforcement agencies in the tracking and documenting of human remains and

Forrest County Emergency Support Function #8- Public Health and Medical Services
Annex

	associated personal effects; reducing the hazard presented by chemically, biologically, or radiologically contaminated human remains (when indicated and possible); establishing temporary morgue facilities determining the cause and manner of death; collecting ante mortem data in a compassionate and culturally competent fashion from authorized individuals; performing postmortem data collection and documentation; identifying human remains using scientific means (e.g., dental, pathology, anthropology, fingerprints, and, as indicated, DNA samples); and preparing, processing, and returning human remains and personal effects to the authorized person(s) when possible; and providing technical assistance and consultation on fatality management and mortuary affairs. In the event that caskets are displaced, ESF #8 assists in identifying the human remains, recasketing, and reburial in public cemeteries. • May provide support to families of victims during the victim identification mortuary process.
Mass Care Services	• Provides technical expertise and guidance on the public health issues of the medical needs population. • Assists with applications for Federal benefits sponsored by HHS and ensures continuity of assistance services in affected states and in states hosting relocated populations. • Provides support for the provision of case management and advocacy services. • Provides support for human and/or veterinary mass care sheltering as resources are available.
Public and Private Services and Resources	Blood and Tissues • Monitors and ensures the safety, availability, and logistical requirements of blood and tissues. This includes the ability of the existing supply chain resources to meet the manufacturing, testing, storage, and distribution of these products. Food Safety, Security, and Defense • In coordination with ESF #11, may task HHS components and request assistance from other ESF #8 partner organizations to ensure the safety, security, and defense of federally regulated foods. Agriculture Safety and Security • In coordination with ESF #11, may task ESF #8 components to ensure the health, safety, and security of food-producing animals, animal feed, and therapeutics. ESF #8 may also provide veterinary assistance to ESF #11. Support will include the amelioration of zoonotic disease and caring for research animals where ESF #11 does not have the requisite expertise to render appropriate assistance.
Public Health and	Health, Medical, and Veterinary Equipment and Supplies

Forrest County Emergency Support Function #8- Public Health and Medical Services
Annex

Medical Services Public Health and Medical Services (Continued)	• Arranges for the procurement and transportation of equipment, supplies, diagnostic supplies, radiation detecting devices, and countermeasures, including assets from the Strategic National Stockpile (SNS), in support of immediate Public health, medical and veterinary response operations. Health Surveillance • Use existing all-hazards surveillance systems to monitor the health of the general and medical needs population, as well as that of response workers, and identify emerging trends related to the disaster; carries out field studies and investigations; monitors injury and disease patterns and potential disease outbreaks, behavioral health concerns, and blood and tissue supply levels; and provides technical assistance and consultations on disease and injury prevention and precautions. Provides support to laboratory diagnostics. Medical Surge • Provides support for triage, patient treatment, and patient movement. • Provides clinical public health and medical care specialists from the NDMS, U.S. Public Health Service, VA, and DOD to fill local, state, tribal, territorial and insular area health professional needs. • Engages civilian volunteers, through the Emergency System for Advance Registration of Volunteer Health Professionals, volunteer Federal employees and the Medical Reserve Corps to fill local, state, tribal, territorial, and insular area health professional needs. Patient Care • Provides resources to support pre-hospital triage and treatment, inpatient hospital care, outpatient services, behavioral healthcare, medical-needs sheltering, pharmacy services, and dental care to victims or those who suffer from chronic illnesses. • Assists with isolation and quarantine measures and with point of distribution operations (mass prophylaxis and vaccination). • Ensures appropriate patient confidentiality is maintained, including Health Insurance Portability and Accountability Act privacy and security standards, where applicable. Assessment of Public Health/Medical Needs • Supports national or regional teams to assess public health and medical needs. This function includes the assessment of the healthcare system/facility infrastructure. Safety and Security of Drugs, Biologics, and Medical Device
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Forrest County Emergency Support Function #8- Public Health and Medical Services
Annex

Public Health and Medical Services (Continued)	• During response, provides advice to private industry regarding the safety and efficacy of drugs, biologics (including blood, tissues and vaccines), medical devices (including radiation emitting and screening devices), and other products that may have been compromised during an incident and are HHS regulated products. All-Hazard Public Health and Medical Consultation, Technical Assistance, and Support • Assesses public health, medical, and veterinary medical effects resulting from all hazards. Such tasks may include assessing exposures on the general population and on children and those with disabilities and others with access and functional needs; conducting field investigations, including collection and analysis of relevant samples; providing advice on protective actions related to direct human and animal exposures and on indirect exposure through contaminated food, drugs, water supply, and other media; and providing technical assistance and consultation on medical treatment, screening, and decontamination of injured or contaminated individuals. • Provides for disaster related health and behavior health needs through direct services and/or referrals as necessary. Vector Control • Assesses the threat of vector-borne diseases. • Conducts field investigations, including the collection and laboratory analysis of relevant samples; provides vector control equipment and supplies. • Provides technical assistance and consultation on protective actions regarding vector-borne diseases. • Provides technical assistance and consultation on medical treatment of victims of vector-borne diseases. Public Health Aspects of Potable Water/Wastewater and Solid Waste • Assists in assessing potable water, wastewater, solid waste disposal, and other environmental health issues related to public health in establishments holding, preparing, and/or serving food, drugs, or medical devices at retail and medical facilities, as well as examining and responding to public health effects from contaminated water; conducting field investigations, including collection and laboratory analysis of relevant samples; providing equipment and supplies as needed; and providing technical assistance and consultation.
Other (Veterinary Medical Support)	• Provides veterinary public health technical support through HHS National Veterinary Response Teams, veterinary officers of the Commissioned Corps of the U.S. Public Health Service. The

Forrest County Emergency Support Function #8- Public Health and Medical Services Annex

	National Veterinary Response Teams are the primary Federal resource for treatment of ill or injured pets, service animals, working animals, laboratory animals, and livestock. Under its own statutory authority, HHS can manage and conduct animal response to zoonotic diseases in order to protect human health. • For livestock or poultry diseases exotic to the United States that are either not or only mildly zoonotic, supports the United States Department of Agriculture (USDA) and its authority to manage a foreign animal disease response with the resources listed above.
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Policies

All local organizations and other ESFs participating in response operations report public health and medical requirements to their functional counterpart in ESF #8.

General medical and public health response information will be released through ESF #15 after consultation with all health agencies to include AAA Ambulance Service, Forrest General Hospital, Merit Health Wesley, and MSDH District Eight. When possible, a spokesperson from the public health and medical community delivers relevant community messages in conjunction with senior elected officials.

Other general medical and public health response information may be released through ESF #15 at the discretion of the lead Public Information Officer, after consultation with the AAA Ambulance Service, Forrest General Hospital, Merit Health Wesley, and MSDH District Eight. To ensure patient confidentiality, the release of medical information by ESF #8 is in accordance with the Health Insurance Portability and Accountability Act (HIPAA).

Individuals in the county can receive mental health services through the Mississippi Department of Mental Health. In the event of a disaster, MDMH will have the primary role in providing services.

In the event of a zoonotic or animal disease outbreak, in coordination with ESF #11, public information may be released from the Joint Information Center (JIC), after consultation with the Forrest County Extension Agent, in consultation with AAA Ambulance Service, Forrest General Hospital, Merit Health Wesley Hospital, and with the Mississippi Department of Agriculture and Commerce (MDAC) along with the Forrest County Hospital/Health Department.

As the primary agency for ESF #8, the AAA Ambulance Service, Forrest General Hospital, Wesley Medical Center and MSDH District Eight in coordination with the Forrest County PIO or designee determines the appropriateness of all requests for public health, medical, and death information and coordinates with the Forrest County EMA Director.

The AAA Ambulance Service, Forrest General Hospital, Merit Health Wesley Hospital, and MSDH District Eight are the primary agencies for ESF #8, are responsible for consulting with and organizing county public health and medical subject-matter experts, as needed.

Mutual Aid Agreements

- **Statewide Mutual Aid Compact (SMAC)**

If an emergency incapacitates local emergency medical and health and medical services, or if the magnitude of the emergency exceeds local veterinary resources, requests can be made to other participants for resources.

- **Emergency Management Assistance Compact (EMAC)**

If the emergency medical and health and medical service resources overextend the capabilities of the county, a request to Mississippi Emergency Management Agency will be submitted for EMAC stating that persons holding licenses, certificates, or other permits issued by a party State for professional, mechanical, or other skills, shall be deemed licensed, certified, or permitted by the requesting State to render aid involving such skills.

In accordance with Section 33-15-14(2) (a)(viii), MS Code of 1972, annotated, all agencies with Emergency Support Function 8 responsibilities will ensure that they have standard operating procedures in place to enable them to perform appropriate levels of health and medical mitigation, preparedness, response, and recovery.

Concept of Operations

Assumptions

- Medical resources and services may be damaged or unavailable during the disaster or emergency.
- Some disasters may generate casualty loads beyond the treatment capabilities of local emergency medical services and health care systems.
- Damage to chemical and industrial plants, sewer lines, and water systems, combined with secondary hazards such as fires, will result in toxic environmental and public health hazards to the surviving population and response personnel.
- Disruption of sanitation services and facilities, loss of power, and the massing of people in shelters may increase the potential for disease and injuries.
- The damage and destruction of a catastrophic disaster will produce urgent needs for mental health crisis counseling for disaster victims and response personnel.
- In a catastrophic event, the need for emergency mortuary services and victim identification will be paramount.
- Communication systems post-impact will most likely be limited or inoperable.
- Decisions to evacuate and whom to evacuate are local/state decisions.
- Transportation routes will be severely and negatively impacted.

Forrest County Emergency Support Function #8- Public Health and Medical Services Annex

- All patient movements on the ground will be coordinated with general population evacuation processes.
- During a catastrophic event, healthcare facilities may lose significant operational capacity. The facilities may be at or above capacity prior to the event.
- Hospitals and other healthcare facilities may receive a surge in citizens with special medical needs, long-term care patient transfers, and citizens with other medical concerns prior to an event (if there is pre-event notice).
- Hospitals and other healthcare facilities may receive a surge in citizens who have medical injuries, who are experiencing exacerbation of medical conditions, or who have other medical concerns post-impact.
- During events that provide no-notice, all pre-impact actions (i.e. warnings or evacuations), will begin immediately post-impact.
- A major disaster could have detrimental effects on the animal population. This in turn could seriously harm the environment and the economy.

General

- ESF #8, which consists of all Forrest County Emergency Medical Services (EMS) will manage and coordinate most Health and Medical resources from the Forrest County Emergency Operations Center (EOC) when activated. The EOC is located at 4080 Hwy 11 Hattiesburg, MS 39442.
- A vast majority of ESF #8 activities will take place out in field locations at the disaster site. Any deployed field personnel or units will report to the EOC ESF #8 and will stay in contact with them at all time by either radio or telephone.
- The lead EMS agency for this ESF is the primary agencies listed above. Each agency has an internal set of guidelines for disaster response. That policy will act as a supplement to this ESF.
- All other agencies with ESF #8 responsibilities will ensure that they have Standard Operating Procedures (SOPs) in place to enable them to perform appropriate levels of health and medical mitigation, preparedness, response, and recovery.

Alert, Notification, and Warning

Upon notification by Emergency Management of a potential or actual event requiring response, all designated ESF #8 Emergency Coordinating Officers (ECOs) will report to the Forrest County EOC. Direct coordination of health and medical activities will take place at this location. Each agency and organization must ensure that sufficient program staff is supplied to carry out the activities of this function on a continuous basis.

Response Operations

- Forrest General Hospital, Merit Health Wesley, and MSDH District Eight are responsible for assuring essential acute medical care.
- Forrest General Hospital, Merit Health Wesley, and MSDH District Eight are responsible for the coordination of health and medical services to evacuated citizens in shelters, affected functional needs populations, and home health care patients.
- Forrest General Hospital, Merit Health Wesley, and MSDH District Eight in conjunction with the Forrest County Health Department, will organize medical support to re-entry control points including any special immunization/protective requirements.
- Requests for additional EMS services will be coordinated to the State Department of Health by AAA Ambulance Service and Forrest County EOC personnel.

Animal Health

- Following an emergency or disaster situation, it may be necessary to protect the health, safety, and welfare of animals. This may include controlling the spread of disease from animals to human beings and other animals and providing animal care services to injured animals.
- Veterinarians residing in Forrest County are the first line for response to emergencies involving animals or animal food products in their communities.
- The Mississippi Veterinary Medical Association (MVMA) is the primary organization for coordinating voluntary veterinary services needed in emergencies. The MVMA represents veterinarians of the State and acts as liaison with local and state agencies. Veterinarians and humane society personnel are only required to participate on a voluntary basis in emergency operations.

Organization

Forrest General Hospital

- Assign a medical liaison/coordinator to the county EOC and coordinate Forrest County medical services at this location with various other departments represented there and in the fields.
- Respond in a timely manner with enough personnel and enough medical supplies and equipment to handle the incident.
- If necessary, invoke mutual aid agreement with other ambulance carriers.

Forrest County Emergency Support Function #8- Public Health and Medical Services Annex

- Transport casualties to the appropriate medical facility as determined in consultation with the medical facility.
- Perform on-scene triage, especially in the case of mass casualty situations.
- Upon arrival at the scene of a “safe area” establish medical control through the Radio Communications System with hospitals and obtain treatment orders through radio contact with on duty emergency physicians or follow established protocols.
- Maintain full inventory of emergency medical supplies.
- Inform the EOC of the Public Health conditions.
- Conduct environmental health activities in regard to sewage or solid waste refuse disposal, food, water control, and vector/vermin control.
- Provide essential/ongoing Public Health Clinic services.
- Issue health instructions to the general public, including personal health and hygiene (This activity needs to be coordinated with Forrest County Public Information ESF #15 and the State Department of Health’s Office of Health Communication and Public Relations).

Forrest County EMA

- Forrest County Emergency Management personnel will notify EMS Officials and other support agencies of ESF #8 activation.
- Ensure required medical media releases are coordinated with senior elected officials and the County EOC.

Field Units

AAA Ambulance Service

- AAA Ambulance Service has the lead coordination responsibilities for this ESF. They are responsible for coordinating the overall health and medical activities by providing resources or personnel based upon jurisdictional needs. They will be responsible for coordinating obligations on all Health and Medical ventures that involve local resources and assistance.
- The Emergency Coordinating Officer (ECO) will perform the necessary tasks of addressing emergency health needs through direct involvement with Forrest County Emergency Management, during the time of a disaster.
- If the local emergency health and medical resources have either been exhausted or are expected to be exhausted prior to meeting the demand. AAA Ambulance Service will coordinate with Emergency Management officials to recommend the assistance be requested from MEMA. Such a request to MEMA for assistance would prompt the implementation of the Mississippi Comprehensive Emergency Management Plan (CEMP).

Forrest County Emergency Support Function #8- Public Health and Medical Services Annex

Administrative and Logistical Support

All participating ESF # 8 agencies are expected to:

- Coordinate their support with ESF # 8.
- Attend and support briefings and other coordination meetings, whether at the EOC or elsewhere.
- Maintain operational logs, messages, requests, and other appropriate documentation for future reference.
- Maintain their maps, displays, status reports, and other information not included in the ESF #5 operations.
- All agencies supporting ESF # 8 will receive primary administrative support from their parent organization with additional support from Forrest County EMA as needed.
- All ESF # 8 agencies which have automated financial management systems will utilize those systems to capture incurred costs of all available, acquired, and contracted resources used during the support activities related to emergency or major disaster operations. Those agencies not having access to an automated system will utilize their existing system to capture all related costs for reporting and potential reimbursement.
- All ESF # 8 agencies should ensure that their financial management system, automated or otherwise, is used to capture their incurred costs during an emergency, major disaster, or exercise and must be in compliance with applicable agency, state, and federal guidelines, rules, standards, and laws. This understanding is based on the knowledge that any reimbursement of incurred costs is subject to audit.

Actions

Preparedness

- Recruit, train and exercise ESF #8 personnel.

Pre-Incident

- Ensure current SOPs are available.
- Ensure all necessary personnel are contacted. Notify and requests all support organizations to participate in ESF #8 coordination activities. As appropriate, supporting agencies and organizations not already represented at the Forrest County EOC are requested to provide liaisons to ESF #8.
- Coordinate with county health officials, Coroner's Offices, and other organizations to determine current medical and public health assistance requirements.

Forrest County Emergency Support Function #8- Public Health and Medical Services Annex

- Commence various forms of communication with health and medical representatives from Forrest County and Mississippi State Department of Health to discuss the situation and determine the appropriate response actions.
- Enhance staffing immediately on notification of an actual or potential public health or medical emergency.
- Consult with the appropriate ESF #8 organizations to determine the need for assistance.

Incident

- Develop and update assessments of medical and public health status.
- Establish communications necessary to coordinate local public health and medical assistance effectively.
- Coordinate ESF #8 activities.
- Coordinate medical transportation assistance.
- Coordinate health and medical services to evacuated citizens provided shelter, affected special needs populations, and home health care patients.

Recovery

- Restore all essential healthcare, medical, and social services systems.
- Restore permanent medical facilities to operational status.
- Restore pharmacy services to operational status.
- Support emergency services staff and operations until they can be redrawn.
- Continue provision of mental health crisis services.
- Continue environmental and epidemiological surveillance.

Post-Incident

Forrest County prepares an after-action report. The after-action report identifies key problems, indicates how they are to be/were solved, and makes recommendations for improving response operations. ESF #8 organizations assist in preparation of the after-action report.

Responsibilities

AAA Ambulance Service (EMTs/EMRs)/Forrest County Health Department

- Assign a medical liaison/coordinator to the county EOC and coordinate Forrest County medical services at this location with various other departments represented there and in the fields.

Forrest County Emergency Support Function #8- Public Health and Medical Services Annex

- Respond in a timely manner with enough personnel and enough medical supplies and equipment to handle the incident.
- If necessary, invoke mutual aid agreements with other ambulance carriers.
- Transport casualties to the appropriate medical facility as determined in consultation with the medical facility.
- Perform on-scene triage, especially in the case of mass casualty situations with assigned staff.
- Upon arrival at the scene of a “safe area” establish medical control through the Radio Communications System with hospitals and obtain treatment orders through radio contact with on duty emergency physicians or follow established protocols.
- Maintain full inventory of emergency medical supplies.
- Forrest County Health Department will assign a medical liaison/coordinator to the county EOC and coordinate Forrest County medical services at this location with various other departments represented there and in the fields.
- Forrest County Health Department will respond in a timely manner with enough personnel and enough medical supplies and equipment to handle the incident.

Support Agencies Responsibilities

Agency	Functions
Forrest County Coroner	• Proper identification of disaster victims. • Note and retrieve personal items on victims. • Coordinate with funeral homes and ambulances for removal of bodies. • Responsible for procuring body bags.
Mississippi Department of Mental Health/Region	• Formulate critical incident stress debriefing program for emergency response personnel. • Provide crisis-counseling program for disaster victims. • Arrange to dispatch mental health resources to affected areas.
County/Local Fire Departments	• Assist with traffic control and/or crowd control. • Provide first aid assistance as needed.
Mississippi Veterinary Medical Association	• Activate their animal disaster plan printed under separate cover. • Coordinate veterinary services and animal care with EOC and Forrest County veterinarians. • Coordinate volunteer veterinarians and humane society personnel in emergency.

Forrest County Emergency Support Function #8- Public Health and Medical Services
Annex

Agency	Functions
Public Information Officer (PIO) (appointed)	• Members of the press should be made welcome at the county level and internally at the hospital, and as much information given them as is legally available. • Ensure accurate dissemination of information to media for news releases. • Set up area for media within county to function as JIC.
Home Health Agencies	• Provide support with staff and equipment as needed. • If resources are available, the EOC will designate special needs shelters. These shelters are to be used primarily by homebound or invalid patients who are evacuated.
Private Health Care Facilities	• Follow Standard Operating Procedures (SOPs).

ESF Review and Maintenance

- Forrest County Emergency Management will coordinate the annual revision of this ESF with all support agencies. Other unscheduled reviews and revisions may be made after implementation of the plan or because of changes in laws or regulations. Recommendations for changes will be submitted to Emergency Management for approval, publication, and distribution.

Appendices

Appendix 1 – Mississippi State Department of Health Public Health Districts Map

Appendix 2 – Mississippi State Department of Mental Health Regional Offices Map

Appendix 3 – Medical Resources and Contact List

Appendix 4 – State Operated Psychiatric Facilities

Appendix 5 – State Facilities for persons with mental retardation/developmental disabilities

Forrest County Emergency Support Function #8- Public Health and Medical Services
Annex

Appendix 1

Mississippi State Department of Health Public Health Districts Map

PUBLIC HEALTH DISTRICTS

Northwest Public Health District I

Northeast Public Health District II

Delta/Hills Public Health District III

Tombigbee Public Health District IV

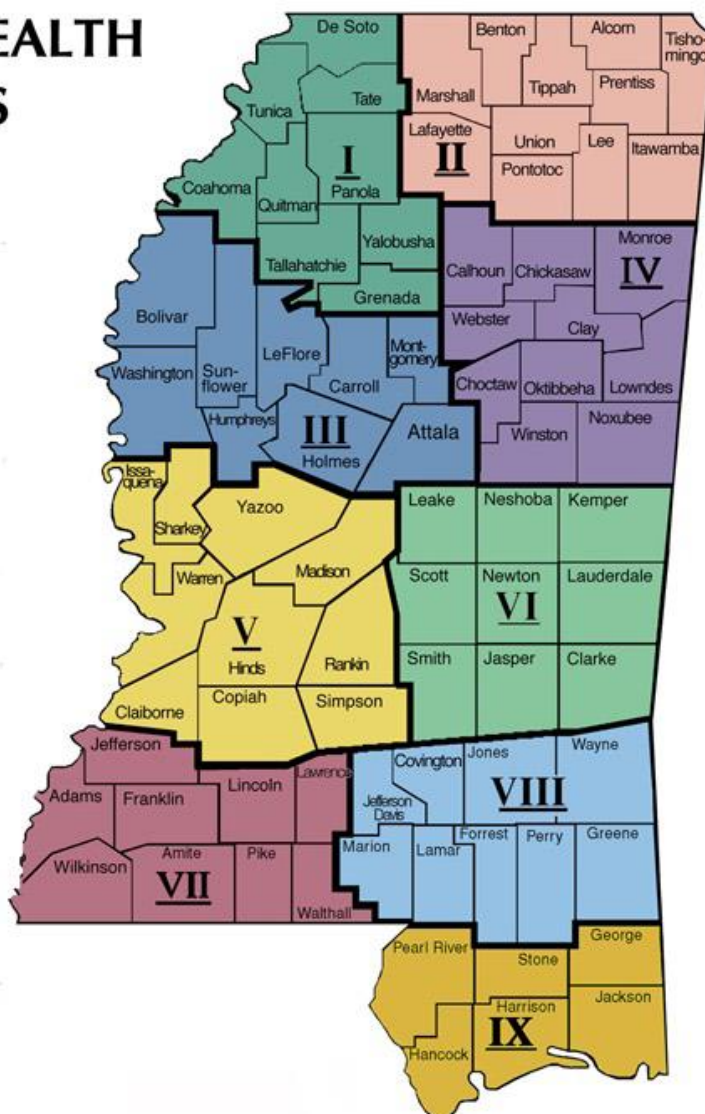
West Central Public Health District V

East Central Public Health District VI

Southwest Public Health District VII

Southeast Public Health District VIII

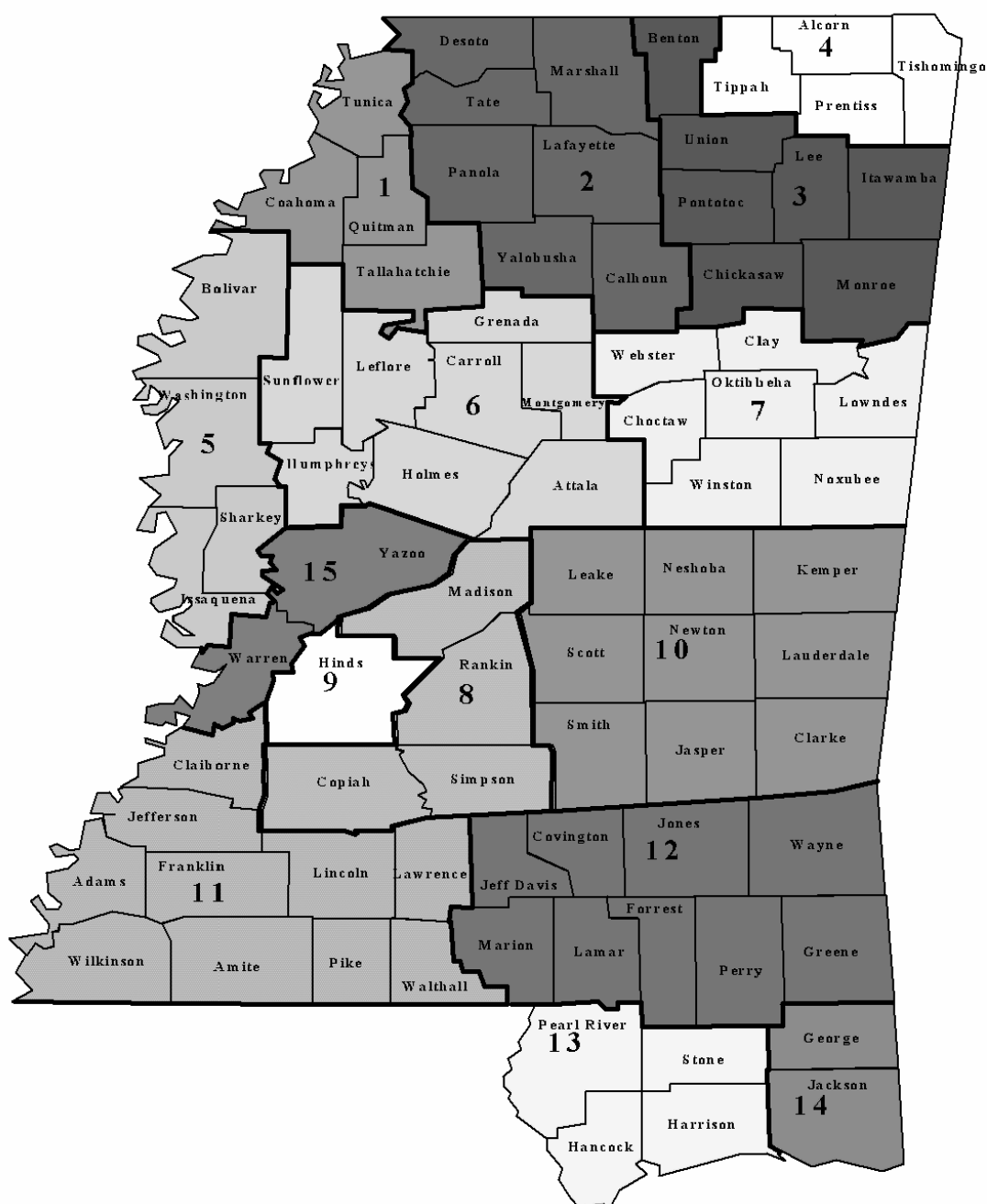
Coastal Plains Public Health District IX



Appendix 2

Mississippi State Department of Mental Health Regional Offices Map

Forrest County Emergency Support Function #8- Public Health and Medical Services Annex



Appendix 3

Medical Resources and Contact List

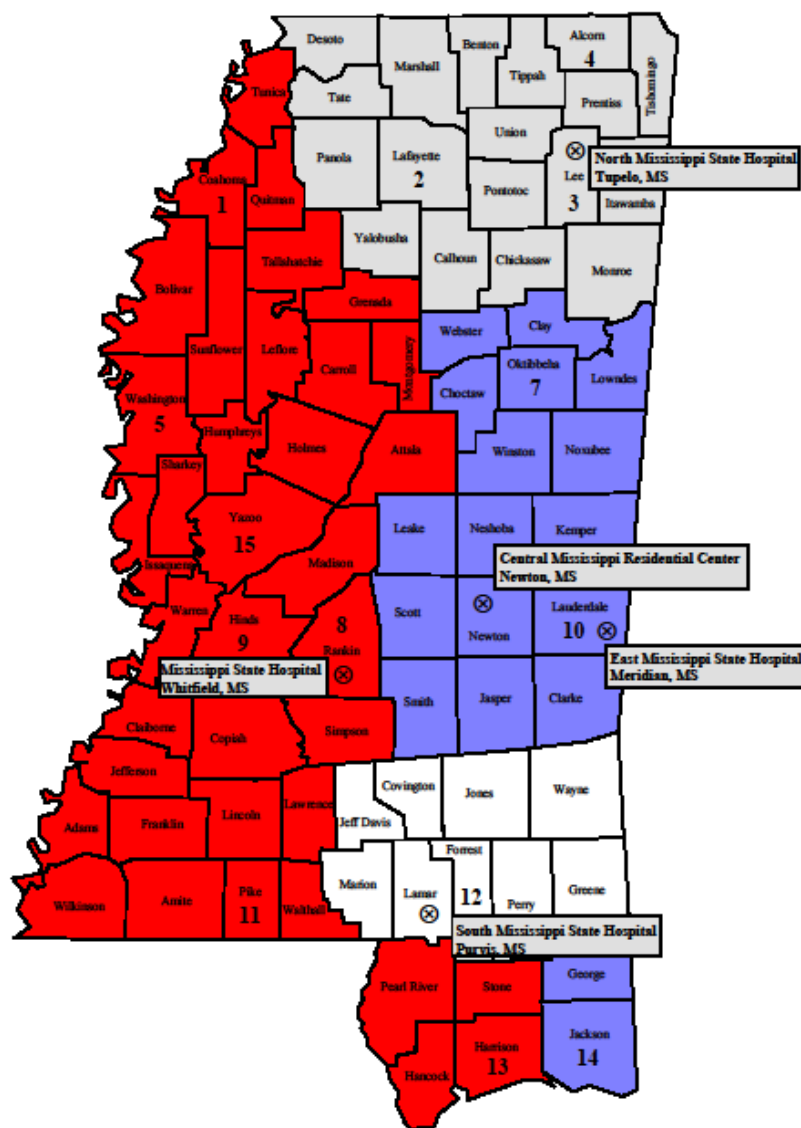
Forrest County Emergency Support Function #8- Public Health and Medical Services
Annex

Forrest County Medical Facilities				
Hospitals				
Name of Facility	Contact	Number	Address	email
Forrest Gen. Hosp	Wayne Landers	601-288-1010	6051 Hwy 49, P.O. Box 16389	WLanders@forrestgeneral.com
Regency Hospital	Kimberly Bradley	601-288-8559	6051 US Hwy 49 S. 5th Floor	KSBradley@regencyhospital.com
Long Term Care				
Bedford - Alzheimer's	Pamela Kelly	601-544-5300	300-B Cahal Street Hattiesburg, MS 39401	pkelly@bedfordcc.com
Bedford -Hattiesburg	Carl Young Kelly Buxton	601-264-3709	10 Medical Blvd Hattiesburg, MS 39401	cyoung@bedfordcc.com kbuxton@bedfordcc.com
Bedford - Monroe Hall	Robert Perry	601-582-9157	300 Cahal St. Hattiesburg, MS 39401	rperry@bedfordcc.com
Bedford -Petal	Linda Woodall	601-544-7441	900 S. George St. Petal, MS 39465	lcwoodall@bedfordcc.com
H'burg Health & Rehab	Cherry Jones	601-544-4230	514 Bay St Hattiesburg, MS 39401	cjonesadmin@megagate.com
Home Health				
Camellia Home Health	Kathy Barrentine	601-268-0408	133 Mayfair Rd/P.O. Box 1956	kathyb@camelliahealth.com
Forrest General H H	Steve Eick Barbara White	601-288-2500	1414 S. 28th Ave. Hattiesburg, MS 39402	seick@forrestgeneral.com bwhite@forrestgeneral.com
MS Home Care - H'burg	Marsha Smith	601-296-7653	710 S. 28th Ave. Ste A Hattiesburg, MS 39402	marsha.smith@lhcgroupp.com
Hospice				
Camellia Hospice	Kathy Barrentine	601-268-0408	133 Mayfair Rd/P.O. Box 1956	kathyb@camelliahealth.com
Compassus	Gerry Richards	601-705-0360	811 Rebecca Ave. Hattiesburg, MS 39401	gerry.richards@compassus.com
Deaconess Hospice	Deborah Johnson	601-268-1842	710 S. 28th Ave. Hattiesburg, MS 39402	deborah.johnson@lhcgroupp.com
Forrest Gen. HH/Hos	Steve Eick Barbara White	601-288-2500	1414 S. 28th Ave. Hattiesburg, MS 39402	seick@forrestgeneral.com bwhite@forrestgeneral.com
Halcyon Hospice	Donna Freeman	601-336-5832	710 S. 28th Ave. Ste C Hattiesburg, MS 39402	
Home Care Hospice So	Angela Davis	601-909-6105	100 Walnut Circle Ste 110 Hattiesburg, MS 39401	adavis@hchospice.com
Southern Care Hospice	Connie Williamson	601-579-9493	4700 Hardy St. Ste Y Hattiesburg, MS 39402	connie.williamson@southerncare.com
St Joseph's Hospice	Mark Crowson	601-261-2515	105 Asbury Cr Ste C Condo 1	mcrowson@stjosephhospice.com
Personal Care/Assisted Living Facilities				
Alden Point	Kathy McPhail	601-296-9711	2 Courtland Dr Hattiesburg, MS 39401	kmcpfail@aol.com
Brookdale Hattiesburg One	Michele Archer	601-271-2177	103 Fox Chase Hattiesburg, MS 39401	michele.archer@brookdale.com
Brookdale Hattiesburg Two	Roberta Gill	601-271-8480	107 Fox Chase Hattiesburg, MS 39401	roberta.gill@brookdale.com
Country Comfort	JoAnne Rushing	601-545-7603	330 Pop Runnels Rd Petal, MS 39465	dogerushing@bellsouth.net
Friends PCH	Barbara Friend	601-545-9545	367 Corinth Church Rd. Petal, MS 39465	barbarafriend2003@yahoo.com
The Claiborne Asst. Living	Victor Robinson	601-909-2385	200 Whispering Pines Hattiesburg, MS 39401	victor.robinson@theclaiborne.com
Outpatient				
Hattiesburg Clinic Amb Surg Center	Terrie Dean	601-579-5075	415 S. 28th Ave. Hattiesburg, MS 39401	terrie.dean@hattiesburgclinic.com
Lowery A Woodall Outpatient Surgery	Karen Smith	601-579-3400	105 S. 28th Ave. Hattiesburg, MS 39401	
Southern Eye Physicians Ctr	June Rogers	601-705-0078	1420 S. 28th Ave. Hattiesburg, MS 39401	
Pedia Trust, LLC	LeAnn Craig		401 S. 40th St. Hattiesburg, MS 39402	

Appendix 4

State Operated Psychiatric Facilities

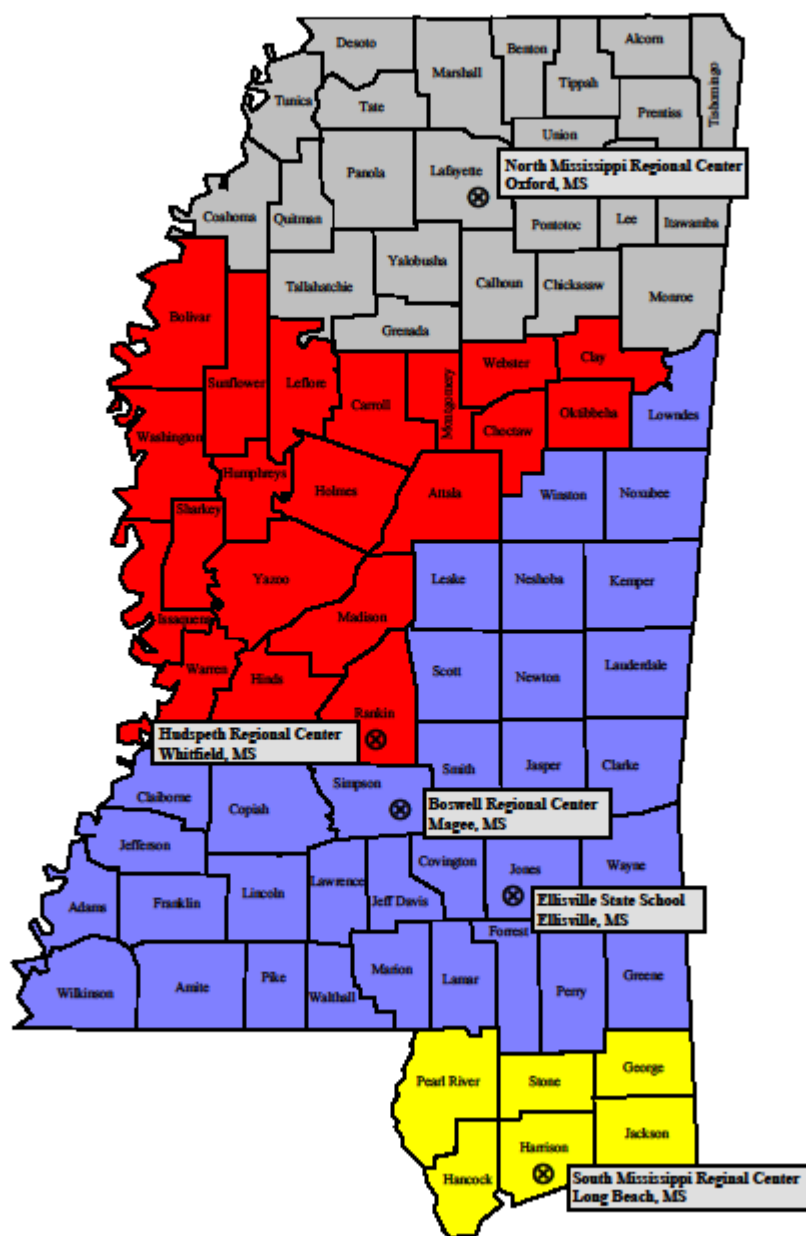
Forrest County Emergency Support Function #8- Public Health and Medical Services Annex



Appendix 5

State Facilities for persons with mental retardation/developmental disabilities

Forrest County Emergency Support Function #8- Public Health and Medical Services Annex



Forrest County Emergency Support Function #9 – Search and Rescue Annex

ESF #9 Coordinator

Forrest County Sheriff's Department

Forrest County Primary Agencies

Forrest County Sheriff's Department
Hattiesburg & Petal Police Department
Forrest County Fire Services
Hattiesburg & Petal Fire Services
Forrest County Emergency Management

Forrest County Support Agencies

AAA Ambulance Services
AAA Rescue 7 Air Ambulance
Civil Air Patrol
Local Ground/Air Emergency
Transportation Service

State ESF Coordinator

Mississippi Department of Public
Safety/Mississippi Highway Safety
Patrol Division

State Primary Agencies

Mississippi Emergency Management
Agency (MEMA)
Mississippi Military Department (MMD)
Mississippi Forestry Commission
Mississippi Department of Insurance
Mississippi Department of Wildlife,
Fisheries and Parks

State Support Agencies

Mississippi Emergency Management
Agency (MEMA)
Civil Air Patrol
Mississippi Department of Corrections
Mississippi Bureau of Narcotics
State Fire Academy
Mississippi Office of Homeland Security

Introduction

Purpose

The purpose of this Emergency Support Function (ESF) is to frame organizational responsibilities and concepts for conducting search and rescue (SAR) operations. The key to any SAR effort is timely response, organization, flexibility, and cooperation among the various agencies involved. It also carries the role and responsibilities of local agencies in coordinating personnel, equipment, and other resources to assist in their search and rescue efforts.

Scope

- If an emergency or major disaster occurs that overwhelms local resources, ESF #9 of the Mississippi Comprehensive Emergency Management Plan (CEMP) will be activated to provide assistance in accordance with the Emergency Management Law, MS Code Ann. § 33-15 (1972). Additional support, as needed, will be obtained through the Statewide Mutual Aid Compact (SMAC) or the Emergency Management Assistance Compact (EMAC). In extreme events, the state may request the activation of one or more federal assets for missions within Mississippi.
- Urban Search and Rescue (USAR) includes, but is not limited to locating, extracting, and providing immediate emergency medical assistance to victims trapped in a collapsed structure. USAR is a highly technical field, requiring specialized equipment and training to such a degree that an event requiring USAR will almost automatically exceed local response capabilities and trigger deployment of one or more of Mississippi's Statewide Technical Advance Rescue (STAR) Teams and/or federal assistance.

Forrest County Emergency Support Function #9 – Search and Rescue Annex

- Overland Search and Rescue (OSAR) may consist of a vacant structure, non-urban, and wilderness search and rescue activities which include, but not limited to emergency incidents that involve locating downed aircraft and missing persons, extraction, and treating any victim upon rescue. The vast majority of these incidents are handled by local resources without the need for state assistance.
- Waterborne Search and Rescue consist of searching navigable water ways, lakes, and swamps for overdue boats, ships, personal water craft, swimmers, kayakers, etc. Waterborne Search and Rescue are primarily conducted by water craft and aircraft.
- Aeronautical Search and Rescue consists of searches of non-urban and wilderness areas that involve locating downed aircraft, extraction, and treatment of victims. Searches are conducted with ground and air assets with alerts and data provided by the Air Force Rescue & Coordination Center and the Federal Aviation Administration (FAA).
- Swift-water Rescue is a technical rescue specialty that consists of rescuing stranded and/or trapped victims from water that is moving at speeds in excess of 1.5 kts. Swift-water operations can be conducted from the ground, with boats, and/or aerial assets. Mississippi STAR Teams are trained and equipped to conduct swift-water rescue.

Relationship to Whole Community

This section describes how ESF #9 relates to other elements of the whole community.

Local, State, Tribal Territorial, and Area Governments

- Local, state, tribal, and area government is responsible for SAR within their respective jurisdictions and typically designates a SAR coordinator to provide integration and coordination of all SAR services.
- If an affected local, state, tribal, or area government publishes guidance or a plan for conducting unified SAR operations, that guidance or plan takes precedence.
- County-to-County SAR assistance is requested by the affected county through the State Mutual Aid Compact (SMAC). Non-County SAR resources are, as appropriate, incorporated into any coordinated SAR operations.

Core Capabilities and Actions

ESF Roles Aligned to Core Capabilities

The following table lists the Response core capability that ESF #9 most directly supports along with the related ESF #9 actions. Though not listed in the table, all ESF's, including ESF #9, support the core capabilities of Planning, Operational Coordination and Public Information and Warning.

Forrest County Emergency Support Function #9 – Search and Rescue Annex

The actions listed beside each core capability in this table apply to local, state, tribal, federal and NGOs.

Core Capabilities	ESF #9- Search and Rescue
Mass Search and Rescue Operations	• ESF #9 is activated when an incident is anticipated or occurs that may result in a request for a unified SAR response to an affected area. • Federal SAR responders assist and support local, state, tribal, territorial, and insular area SAR capabilities in incidents requiring a coordinated Federal response. No provision of this annex is to be construed as an obstruction to prompt and effective action by any agency to assist persons in distress. • The ESF #9 response is scalable to meet the specific needs of each incident, based upon the nature and magnitude of the event, the suddenness of onset, and the capability of local SAR resources. Response resources are drawn from ESF #9 primary and support agencies. • ESF #9 SAR operations are conducted following the National Response Framework (NRF) and National Search and Rescue Plan (NSP), U.S. National SAR Supplement (NSS), Catastrophic Incident SAR (CISAR) Addendum, and other addenda that define SAR responsibilities and provide guidance to the Federal departments and agencies with civil SAR mandates. ○ National Search and Rescue Plan (NSP): The NSP is the policy guidance of the signatory Federal departments and agencies for coordinating SAR services to meet domestic needs and international commitments. ○ National SAR Supplement (NSS): This document provides implementation guidance on the International Aeronautical and Maritime Search and Rescue Manual and the NSP. ○ Catastrophic Incident SAR (CISAR) Addendum to the NSS: This document provides a description of the unified SAR response to catastrophic incidents, guides Federal authorities involved in the response, and informs local, state, tribal, territorial, and insular area authorities on what to expect of/from Federal SAR responders. • ESF #9 may operate under the Economy Act¹ when there is no Stafford Act declaration. • For every incident, the ESF #9 coordinator assesses the specific SAR requirements and assigns one of the four primary agencies as the overall primary agency for SAR for that particular incident. Designation is dependent upon incident circumstances and the type of response required. • When assigned as the overall primary agency for a particular incident, that organization conducts the following actions: ○ Coordinates planning and operations between primary and support agencies. ○ Coordinates resolution of conflicting operational demands

Forrest County Emergency Support Function #9 – Search and Rescue Annex

	- for SAR response resources. ○ Provides representation to appropriate incident facilities (i.e., National Response Coordination Center [NRCC], Regional Response Coordination Center, Joint Field Office [JFO], emergency operations centers [EOCs]). • All ESF #9 primary agencies provide support to the designated overall primary agency as required.
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Policies

- If SAR operations overextend the resources and capabilities of the state, then search and rescue resources from other states may be requested through the Emergency Management Assistance Compact (EMAC). All requests for EMAC assistance will be processed and tracked through the Mississippi Emergency Management Agency (MEMA). Any SAR assets brought into Mississippi under an EMAC shall fall under the operational control of the Mississippi ESF #9 to augment state SAR assets.
- SAR planning and operations will be consistent with the Incident Action Plan (IAP) established by the IC.
- All agencies will operate within the identified ICS structure established by the local IC and/or the SAR Leader. Each supporting agency will maintain administrative command and control of their own resources and any others assigned to them.
- The local Incident Commander (IC) will maintain overall command and control of the incident within their respective jurisdiction(s). Any state or federal SAR assets activated to assist will be under the operational control of the Mississippi STAR Team Lead who is the designated SAR Leader for the deployed assets in the jurisdiction(s) for the mission assignment to the local IC or his designee. As the lead state coordinators responsible for search and rescue, MFCA and MEMA will establish a SAR Leader and Group Supervisors as needed dependent upon the mission assigned. These personnel will operate within the Operations Section of the recognized and established Incident Command System (ICS) within the jurisdiction of operation. All state and federal SAR agencies will operate under the operational control of the ESF #9 coordinators appointed by the MFCA & MEMA, unless a delegation of authority is given during an incident.
- The search for, and recovery of, human bodies will be conducted only after the rescue of survivors has been completed and the environment will allow for safe operation by SAR personnel.
- The National Incident Management System principles, in conjunction with the Incident Command System principles are the on-scene methods for SAR operations in the county. Request for additional resources including special skills, expertise, or equipment are coordinated through the 911 Dispatch Center, or in large operations, by the Emergency Operations Center (EOC), when activated.

Forrest County Emergency Support Function #9 – Search and Rescue Annex

Mutual Aid

Statewide Mutual Aid Compact (SMAC): If the county SAR operations overextend the resources and capabilities, a request can be made to participant counties for personnel, search and rescue dogs/teams, equipment, etc.

Emergency Management Assistance Compact (EMAC): If the SAR operations overextend the resources and capabilities of the county, a request to Mississippi Emergency Management Agency will be submitted for search and rescue resources from States participating in the EMAC.

Concept of Operations

Assumptions

- The state SAR Response System assists and augments county and municipal search and rescue capabilities. Statewide Mutual Aid Compact (SMAC) may be utilized if SAR operations overextend the resources and capabilities of local government officials. Requests can be made to participant counties for personnel, search and rescue dogs/teams, equipment etc. Requests for assistance from one of Mississippi's STAR Teams (MS START) must be made through the State Emergency Operations Center (SEOC).
- At no time will Forrest County local assets be considered state or federal assets. Under the National Response Framework (NRF), federal USAR task forces are federal assets in accordance with the Robert T. Stafford Disaster Relief and Emergency Assistance Act and other applicable authorities. Federal SAR assets deployed within Mississippi shall fall under the operational control of Mississippi ESF #9 to augment state SAR assets.
- Mississippi Military Department (MMD) personnel can assist with SAR; but before they can assist under the Immediate Response Authority which allows them to be utilized if life, limb - or eyesight is at stake. Soldiers or Airmen must be already in a duty status before Immediate Response Authority may be used, otherwise they must be put on State Active Duty (SAD) by Executive Order of the governor. ***(This request must be made through the Forrest County EMA Director to MEMA and from MEMA to the Mississippi Military Department).***
- The ability of the State of Mississippi to effectively provide the requested assistance is contingent upon the Mississippi Fire Chief's Association and the Mississippi Emergency Management Agency's (MFCA & MEMA) capability to identify and request the appropriate state and/or federal agencies to support the search and rescue efforts. It is also contingent upon the effective planning, coordination and management of those search and rescue resources.
- All state and federal agencies responsible for supporting ESF #9 will communicate resource capability to the ESF #9 coordinators at the SEOC. The ESF #9 coordinators will direct needed assets to proceed to the forward SAR Base of Operations to check-in with the SAR Leader. The location of the initial forward SAR Base of Operations and initial staging area for all incoming SAR assets will be established by the state SAR Coordinator and communicated via the deployment order. When possible, state SAR response assets will be pre-deployed to a designated area(s) or a staging area within 60 minutes of the Mississippi Gulf Coast 24 hours prior to an expected hurricane landfall.

Forrest County Emergency Support Function #9 – Search and Rescue Annex

- It is assumed that an incident severe enough to trigger a Defense Support of Civil Authorities (DSCA) response may occur with little (notice) to no warning (no notice). If/when this occurs the Secretary of Defense will approve civilian agency requests for DSCA and Department of Defense (DOD) will respond under the current policies and procedures. At the request of civil authorities, DOD forces may respond to the DSCA incident under immediate response authority. If those forces remain at the incident site, they will fall under US NORTHCOM command and control. Title 10 military personnel shall not be employed to enforce or execute civil law in violation of United States Code, Title 18, Section 1385 (Posse Comitatus Act), except as otherwise provided by law. Under extraordinary circumstances, the President may direct DOD to lead the federal response.
- National Guard forces will be involved in nearly all DSCA operations. Normally, National Guard forces deployed to the affected state or in response to an EMAC request will operate under the control of state authorities.

General

- Forrest County fire and law enforcement organizations provide 24-hour coverage regarding fire safety and law enforcement. Also, both services maintain equipment and manpower in a continuous state of readiness for search and rescue missions. In addition, selected department personnel are trained in specialized skills such as Emergency Medical Technician (EMT), advanced first aid, and extrication procedures.
- The day-to-day rescue capability will be augmented during natural disasters to the extent necessary to eliminate the problems at hand. The operation may induce mobilizing medical personnel, building, trades engineering services, heavy equipment operation, the heavy-duty rescue squad, mutual-aid and military support.
- By law, the search for missing persons or the establishment of search and rescue missions is the responsibility of the Forrest County Sheriff. The Sheriff may serve as Incident Commander (IC) or he may appoint an IC and assign SAR personnel.
- The Sheriff's Department will notify The Emergency Management and other support agencies when ESF #9, Search and Rescue is activated.
- Initial SAR requirements, whether urban or rural, will be coordinated by Forrest County EOC. However management of the SAR operation may transition from the SO or EOC to a forward on-scene Search Mission Base.
- All agencies with ESF #9 responsibilities will ensure that they have SOPs in place, to enable them to perform appropriate levels of search and rescue mitigation, preparedness, response and recovery.
- If county emergency search and rescue resources have either been exhausted or are expected to be exhausted prior to meeting the demand, county officials will recommend that assistance be requested through Statewide Mutual Aid Compact (SMAC) from other counties or from other states through the Emergency Management Assistance Compact (EMAC).

Forrest County Emergency Support Function #9 – Search and Rescue Annex

Organization

Administrative and Logistical

All participating ESF # 9 agencies are expected to:

- Coordinate their support with ESF # 9.
- Attend and support briefings and other coordination meetings, whether at the EOC or elsewhere.
- Maintain operational logs, messages, requests, and other appropriate documentation for future reference.
- Maintain their maps, displays, status reports, and other information not included in the ESF #5 operations.
- All agencies supporting ESF # 9 will receive primary administrative support from their parent organization with additional support from Forrest County EMA as needed.
- All ESF # 9 agencies which have automated financial management systems will utilize those systems to capture incurred costs of all available, acquired, and contracted resources used during the support activities related to emergency or major disaster operations. Those agencies not having access to an automated system will utilize their existing system to capture all related costs for reporting and potential reimbursement.
- All ESF # 9 agencies should ensure that their financial management system, automated or otherwise, is used to capture their incurred costs during an emergency, major disaster, or exercise and must be in compliance with applicable agency, state, and federal guidelines, rules, standards, and laws. This understanding is based on the knowledge that any reimbursement of incurred costs is subject to audit.

Forrest County EOC

- Forrest County Emergency Management Agency will coordinate, organize, and employ Local SAR teams and resources, conduct periodic testing of capabilities, and are prepared to coordinate efforts with State and Federal SAR assistance teams.

ESF #9 Support

- Command structure is based in NIMS ICS
- Establish effective communications with both county and SMAC teams.

Actions

Preparedness

- Rescue squads, first responders (Fire Services/basic medical) and EMTs are trained on a regular basis in rescue skills and techniques.

Forrest County Emergency Support Function #9 – Search and Rescue Annex

- Rescue equipment is kept under a constant schedule of testing, maintenance, and repair.
- Response plans are revised at regular intervals and updated accordingly.

Pre-Incident

- The Forrest County Sheriff's Department will exercise the call down list of all support agencies.
- The Sheriff's Department will notify The Emergency Management District when any mission assignment is required within the county and advise if additional assistance is needed.
- The Emergency Management District will notify other support agencies and MEMA when ESF #9, Search and Rescue are activated.
- The Forrest County Sheriff's Department will make sure all County SAR teams are equipped, and have the manpower to carry out the missions.

Incident

- Upon notification by The Emergency Management District of a potential or actual event requiring response, all designated ESF #9 representatives will report to the Forrest County EOC or Designated Staging area.
- Initial SAR requirements, will be conducted from the EOC. However, management of the SAR operation may transition from the EOC to a forward command post.
- When needed, the Sheriff's Department can request the Air Force Rescue Coordination Center (AFRCC) to activate the Civil Air Patrol (CAP) to assign missions, and notifies the Forrest County Emergency Management Agency.
- The Sheriff's Department will also maintain a close consultation with The Emergency Management District in order to ensure awareness for potential State ESF #9 mobilization, if required.

Recovery

- Initiate return when mission completed
- Inventory and replace losses
- Secure and return to normal duty

Forrest County Emergency Support Function #9 – Search and Rescue Annex

Post-Incident

- The SAR coordinator will close consultation with the EOC and the team leaders and will determine when to begin demobilization of SAR forces. This decision will include plans for the demob, accountability of personnel, and check-in points for those personnel.
- The SAR coordinator will provide for counseling for personnel who feel that they need it before returning home.
- Prepare an after action report to outline issues, problems, lessons learned and any recommended solutions.

Responsibilities

Forrest County Sheriff's Department

- Direction and control of the total rescue force is the primary responsibility of the Forrest County Sheriff. The Sheriff will designate a Rescue Officer.
- Responsible for coordinating the search mission.
- Other Agencies are responsible for communicating all information back to the Sheriff's Department or EOC.
- Responsible for making sure that emergency first aid and medical triage are available for those found, and that any injured persons are transported to medical facilities for continued treatment.
- Coordinate with all designated search teams to update inventory of resources and roster of personnel.
- Coordinate transportation for deployed search and rescue teams.

Forrest County Fire Services

- Provide communications support for SAR and USAR operations.
- Provide ground and water SAR support.
- Provide firefighting personnel to locate, rescue and offer emergency assistance to persons in urban and rural areas.
- Establish and maintain base camp operations in support of USAR and SAR.

Forrest County Emergency Support Function #9 – Search and Rescue Annex

Forrest County EMA / EOC

- The Emergency Management District will coordinate, organize, and employ Local SAR teams and resources, conduct periodic testing of capabilities, and are prepared to coordinate efforts with State and Federal SAR assistance teams.
- Coordinate with the Sheriff's Office to allocate any resources or personnel requests to search mission.
- Make a formal request to MEMA for back-up assistance (CAP), if necessary.
- Coordinate volunteer services.
- Coordinate and request search and rescue resources from MCDEMA.

Support Agencies Responsibilities

Agency	Functions
Civil Air Patrol	• Assist in the search and rescue mission by providing fly-over missions. • Provide aerial search and rescue support. • Provide ground teams to support search and rescue operations. • Provide communications support to search and rescue mission in the field. • Assist in the transportation of search and rescue assets, equipment, and personnel.
Law Enforcement (County / City)	• Support all search and rescue missions as needed (i.e., communications, equipment, manpower, etc.) based on requirements by ESF #9 lead. • Cities will retain control over the search and rescue incident in their incorporated areas and will request assistance deemed necessary to complete the mission.
Forrest General Hospital	• Furnish trained personnel and equipment to administer advanced medical life support. • Assist trauma victims that are not in need of advanced life support. They will be managed and transported in the usual fashion; those that are determined to be in need will be moved by the most expedient method of transport to provide life support service which may consist of helicopter, boat, or a combination of the two.
AAA Ambulance Service	• Provides Air/ground patrol for rescue when needed on a local basis.

Forrest County Emergency Support Function #9 – Search and Rescue Annex

ESF Review and Maintenance

It is the responsibility of the Forrest County Sheriff's Department to coordinate with all support agencies in the review of this ESF annex annually, and to submit changes to the Forrest County Emergency Management Director for approval, publication, and distribution. Major support will be provided by the fire service, the law enforcement service, and the EMS service.

Appendices

Appendix -1 Search and Rescue Resources

ORGANIZATION	ADDRESS	POC	PHONE	RESOURCES

Forrest County Emergency Support Function #10- Oil and Hazardous Material Response Annex

ESF # 10 Coordinator

Mississippi Department of Health

Forrest County Emergency Management

State Support Agencies

Forrest County Primary Agencies

Hattiesburg Fire Department
Petal Fire Department
Forrest County Fire Services
Forrest County Emergency Management

Mississippi Emergency Management
Agency
Mississippi Department of Agriculture and
Commerce
Mississippi Cooperative Extension Service
Mississippi State Fire Academy
Mississippi State Fire Marshall
Mississippi Department of Health
Mississippi Department of Marine
Resources
Mississippi Military Department
Mississippi Oil and Gas Board
Mississippi Department of Public Safety-
Highway Safety Patrol
Mississippi Public Service Commission
Mississippi Department of Transportation
University of Mississippi Medical Center
Mississippi Department of Insurance
Mississippi Department of Mental Health

Forrest County Support Agencies

Forrest County Sheriff's Office
Hattiesburg Police Department
Petal Police Department
AAA Ambulance Service
MSDH District Eight
Public Works and Engineering
District Supervisors and Mayors

Forrest County Non-Governmental Organizations

Forrest County Local Emergency Planning
Committee (LEPC)

State Non-governmental Organizations

Emergency Response Contractors

State ESF Coordinator

Mississippi Department of Environmental
Quality

State Private Sector Partners

Canadian National Rail Road
Kansas City Southern Rail Road
Norfolk Southern Rail Road
U.S. Environmental Services
Mutual-Aid Group

State Primary Agencies

Mississippi Department of Environmental
Quality

Introduction

Purpose

The purpose of this Emergency Support Function (ESF) is to provide a detailed plan to the citizens of Forrest County for response to an actual or potential unplanned discharge or release of hazardous materials following catastrophic disasters, industrial accidents, transportation incidents, or other major events.

Forrest County Emergency Support Function #10- Oil and Hazardous Material Response Annex

Scope

This section of the plan is to be used to respond to incidents within the county's capabilities. It is also used when Forrest County's capabilities are exceeded and State and Federal government response is requested.

If the mobilization of State ESF#10 is required, the Mississippi Department of Environmental Quality is the Coordinating agency. When Federal ESF #10 is required, the U.S. Environmental Protection Agency (EPA) is the primary agency in the inland zone. All requests for this assistance will be submitted thru the Forrest County Emergency Management to MEMA.

Relationship to Whole Community

This section describes how the Federal ESF relates to other elements of the whole community.

Local, State, Tribal, and Area Governments

Local and tribal government fire departments generally provide the first response to oil and hazardous materials incidents. State and territorial governments may have environmental response programs that supplement local governments for larger-scale or more complex responses.

Each of the Regional Response Teams (RRTs) includes a representative of each state and territory within the region covered by the RRT. Tribes may also provide a representative to RRTs.

When activated to respond to a Stafford Act incident, the primary agencies for ESF #10 develop work priorities in coordination with local, state, tribal, territorial, and area governments and coordinate activities with them as appropriate at the Incident Command Post (ICP), Joint Field Office (JFO), and local/state Emergency Operation Centers (EOCs).

Private Sector/Nongovernmental Organizations

The private sector owns many of the facilities that manufacture, use, and manage oil and hazardous materials. Under the National Contingency Plan (NCP) the parties responsible for oil discharges and hazardous substance releases must clean them up or reimburse the government for the response. (The Comprehensive Environmental Response Compensation, and Liability Act (CERCLA) and Clean Water Act (CWA) Oil Pollution Act / (OPA) provide certain defenses to liability.)

The Environmental Protection Agency (EPA) and Department of Homeland Security (DHS) United States Coast Guard (/USCG) Operations Support Center (OSCs) employ private contractor resources to assist in conducting Federal response actions. Other parties responsible for cleaning up releases may also hire private contractors to perform the work.

Due to the hazardous nature of the work, public volunteers are not normally used in oil and hazardous materials response. However, in extraordinary situations, they may be used to assist in less hazardous support functions. Some nongovernmental organizations may also contribute specific skills, such as wildlife recovery and rehabilitation.

Forrest County Emergency Support Function #10- Oil and Hazardous Material Response Annex

Core Capabilities and Actions

ESF #10 provides for a coordinated response to actual or potential oil and hazardous materials incidents when activated for Stafford Act incidents. ESF #10 responses to oil and hazardous materials incidents are generally carried out in accordance with the County Fire Services and Mississippi Department of Environmental Quality (MDEQ) policies and procedures. Response structures and coordination mechanisms remain in place but coordinate with NRF mechanisms. Forrest County Fire Services respond at the on-site tactical level. Forrest County Fire Services provides representatives to the County EOC.

ESF Roles Aligned to Core Capabilities

The following table lists the Response core capabilities that ESF #10 most directly supports, along with the particular ESF #10 roles related to these core capabilities. In addition, all ESFs, including ESF #10, support the core capabilities of Planning and Operational Coordination.

The actions listed beside each core capability in this table apply to local, state, tribal, federal and NGOs.

Core Capability	ESF #10 – Oil and Hazardous Material Response
Environmental Response/Health and Safety	• Conduct actions to detect and assess the nature and extent of oil and hazardous material releases. • Take actions as appropriate to stabilize the release and prevent the spread of contamination; conduct environmental clean-up actions and decontaminate buildings and structures; and manage waste. • Follow applicable health and safety requirements for ESF #10 responders and coordinate, as needed, with Worker Health and Safety Support Annex response activities.
Critical Transportation	• For incidents where transportation infrastructure or routes are contaminated by oil or hazardous material: Help to identify safe evacuation and ingress routes; assess the nature and extent of contamination; and clean up and/or decontaminate infrastructure and routes. • For incidents involving a blast or explosion associated with a chemical, biological, or nuclear (CBRN) threat agent resulting in a contaminated debris field: ESF #3 leads local actions to clear transportation routes of CBRN-contaminated debris during the emergency phase, in consultation with ESF#10. ESF #10 assumes leadership for management of CBRN-contaminated debris after the emergency phase is over.
Infrastructure System	• For incidents where infrastructure is contaminated by oil or hazardous material: Assess the nature and extent of contamination and clean up and/or decontaminate infrastructure.
Public Information and Warning	• Provide the technical expertise to support the preparation of Federal public information related to the environmental response in support of ESF #15.

Forrest County Emergency Support Function #10- Oil and Hazardous Material Response Annex

	It is recognized, however, that, in some cases, it may be necessary for responding EPA and DHS/USCG OSCs to communicate with the media/public on tactical operations and matters affecting public health and safety directly from the scene, particularly during the early stages of the emergency response.
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Policies

Management of HazMat incidents should follow the concepts of the Incident Command System (ICS). The majority of actions taken as HazMat incident should be defensive in nature and should be within the capabilities of personnel on-scene.

The Forrest County Fire Services is the primary vehicle for coordinating county activities under ESF # 10. The Mississippi Department of Environmental Quality, (MDEQ), is the primary agency for coordinating State agency activities under ESF #10. MDEQ carries out State planning and response coordination for oil and hazardous materials incidents, and works in coordination with the Emergency Support Function Coordinator regarding ESF #10 preparedness with other ESF elements.

Forrest County Fire Services in coordination with MDEQ carries out the ESF #10 responsibilities under the Forrest County CEMP to coordinate, integrate, and manage overall efforts to detect, identify, contain, clean up, dispose of, or minimize releases of oil or hazardous materials, or prevent, mitigate, or minimize the threat of potential releases.

Concept of Operations

Assumptions

- Releases of hazardous materials and related problems may be the primary event or may be the secondary result of a prior event such as a major storm, earthquake, hurricane, act of terrorism, transportation disruption, or other mishap.
- Improper handling of hazardous materials during transporting, manufacturing, packaging, or storing can transform what could have been a single event into a massive chain reaction with harmful consequences.
- Continued development of the transportation network and industrialization within the state and local areas leave few areas to be considered risk free from hazardous materials accidents.
- The population at risk from a single incident generally would be limited to areas located at least one mile from the incident site.
- Although hazardous material accidents cannot be eliminated, the risk of serious accidents can be reduced through training, education, incentives, and awareness. Appropriate mitigation and preparedness activities improve the ability of emergency management personnel to respond to such incidents.

Forrest County Emergency Support Function #10- Oil and Hazardous Material Response Annex

- The first responder to an incident will be properly informed, trained, and equipped to effectively assess the situation and communicate needs rapidly.
- The resources of local, State, and Federal governments, separately or in combination with those of industry and other private/semi-private sources, will be utilized to the maximum extent possible to eliminate, reduce, or remove the hazard.

General

- It is assumed the person discovering the spill or release will make the initial notification. If notification is made through the 911 communication system, the dispatcher will alert the Fire Department with jurisdictional oversight.
- The basic framework for response management activities covered under this plan will be the nationally recognized Incident Command System. Ultimately the senior fire services individual with the responding fire department will assume the responsibility as Incident Commander.
- The Incident Commander is responsible for assessing the hazard and determining the classification of each incident. The classification of any incident may be up or downgraded as deemed necessary. Local factors must be given careful consideration in classifying an incident and implementing appropriate response actions.
- The factors that should be considered include, but are not necessarily limited to:
 - types and quantities of oil or hazardous materials involved;
 - wind direction and speed (if there is a potential for an atmospheric release);
 - local drainage characteristics (if there is a potential for a liquid release);
 - Potential population effects (proximity of residences, businesses, etc.);
 - proximity of sensitive environmental areas such as potable water supplies, navigable waterways, wetlands, etc.;
 - transportation and evacuation networks and impediments (road, rail , water),
 - Location and availability of response resources.
- If county resources have either been exhausted or are expected to be exhausted prior to meeting the demand, county officials will recommend that assistance be requested through the Statewide Mutual Aid Compact (SMAC) from other counties or from other states through the Emergency Management Assistance Compact (EMAC).
- If an incident involves, or is suspected of involving hazardous materials, personnel shall not enter the area without proper protective equipment. If in doubt about the identity of any materials involved, the Incident Commander shall assume that the material is hazardous and take all precautions to protect human health and the environment.

Forrest County Emergency Support Function #10- Oil and Hazardous Material Response Annex

Organization

Administrative and Logistical Support

All participating ESF #10 agencies are expected to:

- Coordinate their support with ESF #10
- Attend and support briefings and other coordination meetings, whether at the EOC or elsewhere.
- Maintain operational logs, messages, requests, and other appropriate documentation for future reference.
- Maintain their maps, displays, status reports, and other information not included in the ESF #5 operations.
- All agencies supporting ESF #10 will receive primary administrative support from their parent organization with additional support from Forrest County EMA as needed.
- All ESF #10 agencies which have automated financial management systems will utilize those systems to capture incurred costs of all available, acquired, and contracted resources used during the support activities related to emergency or major disaster operations. Those agencies not having access to an automated system will utilize their existing system to capture all related costs for reporting and potential reimbursement.
- All ESF #10 agencies should ensure that their financial management system, automated or otherwise, is used to capture their incurred costs during an emergency, major disaster, or exercise and must be in compliance with applicable agency, state, and federal guidelines, rules, standards, and laws. This understanding is based on the knowledge that any reimbursement of incurred costs is subject to audit.

Forrest County Local Emergency Planning Committee (LEPC)

The LEPC is a coordinated voluntary public and private sector initiative to establish an integrated community awareness and emergency communication network to aid the public, which could be affected by a chemical emergency. The role of LEPCs is to form a partnership between local government and industry as a resource for enhancing hazardous material preparedness. Local governments are responsible for the integration of hazmat planning and response within their jurisdiction. The membership comes from the local area and should be familiar with factors that affect public safety, the environment and the economy of the area.

The goals of this group are to enhance the safety of the citizens of Forrest County in the event of an industrial or transportation emergency through the means of:

- Developing a hazardous materials emergency response plan, and reviewing it at least once annually.
- Integration of plant emergency plans with existing community emergency plans that cover all risks.

Forrest County Emergency Support Function #10- Oil and Hazardous Material Response Annex

- Education and awareness of the public sector of major chemical products stored and transported through Forrest County.
- Conducting periodic hazardous material incident exercises and drills for the purpose of training personnel and identifying ways to improve planning and response capabilities.
- Communication with, and involvement of, the local communities in developing, implementing, and updating this Emergency Support Function.
- Facilities that use, manufacture, or store extremely hazardous substances and have them on site at any time and in quantities equal to or greater than the designated threshold planning quantity (refer to 40 CFR Part 370, www.ecfr.gov) are required to submit Tier II information.
- In an effort to streamline the yearly Tier II reporting process, the State Emergency Response Commission (SERC) requires the use of the web-based program E-Plan for all Tier II submittals. A single submission of Tier II information to E-Plan satisfies the requirement for individual submissions to the SERC, LEPC, and local jurisdictional fire departments.

Actions

Preparedness

- All county agencies or departments will support development and maintenance of SOPs to enable them to perform appropriate levels of preparedness, response, and recovery related to Managing Hazardous Materials.
- The Emergency Management Director should conduct periodic hazardous materials related emergency incident exercises or drills.
- Public Service agencies with emergency response duties and industrial facilities are responsible for providing training to their personnel as required by the state and/or Federal regulations.
- Participate in training and exercises when scheduled.

Pre-Incident

- Once the Incident Commander has classified the incident, establish a unified command post and one or more staging areas for response and response personnel and equipment.
- The unified command post shall include representatives from all responding public service agencies, and a facility official if the incident occurs on facility property.
- All response activities must be coordinated through the unified command post.
- Defensive actions to contain hazardous materials should be initiated by the Incident Commander as soon as possible, unless such actions would endanger response personnel.
- Defensive actions may include closing of valves, disconnection of utilities, deployment of absorbent materials or absorbent booms, use of fences, and stabilization of berms, dikes, or impoundments.

Forrest County Emergency Support Function #10- Oil and Hazardous Material Response Annex

Incident

- Upon activation of ESF #10, the Forrest County Emergency Management Agency/EOC will communicate this information to all other ESF #10 members.
- The Incident Commander (or designee) shall submit an Initial Disaster Report to the Forrest County Emergency Management Director who will then forward to MEMA within 4-hours. A follow-up Situation Report shall be submitted in the same manner within 24-hours; if there have been any additional developments since the initial report was submitted.
- Ensure adequate communications are established and maintained.
- Coordinate the distribution of assets as needed.
- Maintain a complete log of actions taken, resources ordered, records, and reports.
- Assist in gathering and providing information and establishing priorities to ESF #5.
- Assist in gathering and providing information to ESF #15 for press releases.
- Assist in assessment and coordination for ESF#3.

Recovery

Cleanup and disposal efforts will be coordinated by the Incident commander (and facility officials if appropriate) as soon as possible after the incident has been stabilized.

Post-Incident

- The Incident Commander or designee must submit a report containing the following information to the EPA Regional Administrator within 15-days after the incident (refer to 40 CFR 265.56 (j)):
 - the date and time of the incident, name, address and telephone number of the owner or operator responsible (if known);
 - the materials involved;
 - an assessment of actual or potential hazards to human health or the environment, if applicable;
 - the estimated quantity and disposition of recovered material associated with the incident.
- Provide an after action report to document issues, lessons learned, problems, and recommended solutions to the Forrest County Emergency Manager.

Forrest County Emergency Support Function #10- Oil and Hazardous Material Response Annex

Responsibilities

Forrest County Fire Services

- The senior fire official within the jurisdiction will serve as the Incident Commander and will establish a command post and a staging area for response personnel, as the situation warrants.
- Evaluates the situation, determines the appropriate emergency classification, and coordinates response activities as deemed appropriate.
- Informs the Forrest County Emergency Management Director and other appropriate personnel of the incident as soon as possible.
- Takes appropriate safety measures for response personnel and the local population.
- Contains, isolates, and neutralizes the hazardous materials, if resources allow.
- Notifies the responsible party (hauler, carrier, owner, etc.), if known, to initiate clean-up efforts.
- Provides rescue, extrication, recovery, and decontamination services for incident victims, if any.
- Monitors the incident area to assure proper and complete clean-up.
- Submits Incident Report(s) to the Forrest County Emergency Management Office.

Forrest County Emergency Operations Center (EOC)

Forrest County Emergency Management Agency will report incidents to Mississippi Emergency Management Agency (MEMA), who in turn will notify the Mississippi Department of Environmental Quality's (MDEQ) Pollution Control Division.

Support Agencies Responsibilities

Agency	Functions
Law Enforcement	• Assigns an individual to report to the unified command post, and additional personnel to the designated safe staging area(s). • Supports the Incident Commander in accordance with Unified Command principles. • Secure the area of the incident/spill; allow no one in the area except authorized emergency personnel. • Reroute traffic as required. • Determine the names of the chemical(s) involved by using the Emergency Response Guidebook (ERG). • If hazardous material is highly toxic, officers will immediately evacuate the surrounding area as determined by the senior law enforcement officer at the command post. • Coordinates traffic control and/or evacuation, as directed by the Incident Commander.

Forrest County Emergency Support Function #10- Oil and Hazardous Material Response Annex

Agency	Functions
Emergency Medical Services	• Assigns an individual to report to the unified command post, and additional personnel to the designated safe staging area(s). • Supports the Incident Commander in accordance with Unified Command principles. • Coordinates all health and medical care services for the sick and injured. • Notifies local hospitals and coordinates appropriate delivery of the sick and injured to definitive care facilities. • Activates mutual aid agreements as necessary when local emergency medical resources are overwhelmed.
Forrest County Health Department	• Provides technical support for hazardous materials operation as required.
Public Works and Engineering Departments	• Develops and maintains hazardous materials incident Standard Operating Procedures (SOPs). • Forrest County and/or municipal public works departments of affected jurisdictions shall provide support to the integrated command post upon request. • Other responsibilities shall include, but are not limited to: transportation of hazardous materials, assist with containment, build containment dikes, supply heavy equipment, clean-up, provide traffic control devices.
Board of Supervisors and Mayors	• Provide financial approval for expenditures. • Declare a Proclamation of a Local Emergency. • Order mandatory evacuations, as per Forrest County Emergency Management Director's recommendation. • Support hazmat incident with available resources.

ESF Review and Maintenance

This ESF will be reviewed every two years by the LEPC, in conjunction with the Forrest County Emergency Management Director as required by 40 CFR 300.215(a). Immediate review and amendment is required whenever the applicable regulations are revised, or if the plan fails in an emergency.

Appendices

Appendix 1 – MDEQ Regional Offices Map

Forrest County Emergency Support Function #10- Oil and Hazardous Material Response Annex

Appendix 1

Mississippi Department of Environmental Quality Central Regional Office

The Field Services - Central Regional Office provides investigative, logistical and limited analytical support for the major MDEQ regulatory programs for central Mississippi.

Location

The Central Regional Office (CRO) is located in Pearl, Mississippi in Rankin County. Counties served by the CRO include:

Adams	Jefferson	Sharkey
Amite	Kemper	Simpson
Attala	Lauderdale	Smith
Claiborne	Leake	Warren
Clarke	Lincoln	Wilkinson
Copiah	Madison	Winston
Franklin	Neshoba	Yazoo
Hinds	Newton	
Holmes	Noxubee	
Humphreys	Pike	
Issaquena	Rankin	
Jasper	Scott	



Services

Closer contact with pollution sources and the affected population allows the staff of these offices to better respond to public needs such as:

- inspections
- routine air and water monitoring
- investigation of fish kills
- spills and accidents involving oil or hazardous materials
- coordination with the state civil defense on national disasters
- Other emergency services during incidents involving substances dangerous to lives and property.

Address and Directions

Central Regional Office
1542 A Old Whitfield Road
Pearl, MS 39208

Take I-20 east from Jackson to exit 52 (Jackson International Airport exit) and continue south on Hwy 475 to the first right, which is Old Whitfield road. Go about 2 miles and we will be in the curve just before the MS

Forrest County Emergency Support Function #10- Oil and Hazardous Material Response Annex

State Fire Academy.

Appendix 1

Mississippi Department of Environmental Quality North Regional Office

The Field Services - **North Regional Office** provides investigative, logistical and limited analytical support for the major MDEQ regulatory programs for northern Mississippi.

Location

The North Regional Office (NRO) is located in Oxford, Mississippi in Lafayette County. Counties served by the NRO include:

Alcorn	Lafayette	Sunflower
Benton	Lee	Tallahatchie
Bolivar	Leflore	Tate
Calhoun	Lowndes	Tippah
Carroll	Marshall	Tishomingo
Chickasaw	Monroe	Tunica
Choctaw	Montgomery	Union
Clay	Oktibbeha	Washington
Coahoma	Panola	Webster
Desoto	Pontotoc	Yalobusha
Grenada	Prentiss	
Itawamba	Quitman	



Services

Closer contact with pollution sources and the affected population allows the staff of these offices to better respond to public needs such as:

- inspections
- routine air and water monitoring
- investigation of fish kills
- spills and accidents involving oil or hazardous materials
- coordination with the state civil defense on national disasters
- Other emergency services during incidents involving substances dangerous to lives and property.

Address and Directions

North Regional Office
8 County Road 413
Oxford, MS 38655

From Oxford, travel east on Hwy 6 (towards Pontotoc/Tupelo) approximately 3 miles. You will

Forrest County Emergency Support Function #10- Oil and Hazardous Material Response Annex

see a water tower on your right. Turn right onto the next county road (CR 413) after you pass the water tower. The North Regional Office will be the first driveway on the right.

Appendix 1

Mississippi Department of Environmental Quality South Regional Office

The Field Services - **South Regional Office** provides investigative, logistical and limited analytical support for the major MDEQ regulatory programs for southern Mississippi.

Location

The South Regional Office (SRO) is located in Biloxi, Mississippi in Harrison County. Counties served by the SRO include:

Covington
Forrest
George
Greene
Hancock
Harrison

Jackson
Jeff Davis
Jones
Lamar
Lawrence
Marion

Pearl River
Perry
Stone
Walthall
Wayne



Services

Closer contact with pollution sources and the affected population allows the staff of these offices to better respond to public needs such as:

- inspections
- routine air and water monitoring
- investigation of fish kills
- spills and accidents involving oil or hazardous materials
- coordination with the state civil defense on national disasters
- other emergency services during incidents involving substances dangerous to lives and property.

South Regional Office
1141 Bayview Avenue, Suite 208
Biloxi, MS 39530

From I-10 take Exit 46A to I-110 South. Cross over Biloxi Back Bay bridge and take exit 1B (first exit to right after bridge). Turn right (west) off exit ramp onto Bayview Ave. Continue west on Bayview through 4-way stop, Bolton State Office Building is on the left (south) side of Bayview Ave.

From Highway 90 turn north on Porter Avenue (at lighthouse) to dead end at Bayview Ave. Turn left (west), go through 4-way stop, Bolton State Office Building is on the left (south) side of Bayview Ave.

**Forrest County Emergency Support Function #10- Oil and Hazardous Material
Response Annex**

Forrest County Emergency Support Function #11 –Animals and Agriculture Annex

Primary Agencies:

Forrest County Emergency Management
Forrest County Animal Control Agencies
Forrest County Extension Service (CES)
Forrest County Humane Agencies
Local Veterinarians and Veterinary Technicians

State Coordinating/Primary Agencies:

Mississippi Board of Animal Health (MBAH)
Mississippi Animal Response Team
(MART)
Mississippi Department of Agriculture (MDAC)

Support Agencies:

Forrest County Farm Bureau
Forrest County Cattlemen's Association
Forrest County Equine Association
Forrest County 4-H Clubs and Volunteers
Forrest County Department of Health
Wildlife Rehabilitators
Private Sector Interest groups (equine,
Cattle, small ruminants, birds (including
poultry), marine mammals, reptiles, pocket pets,
etc.)
Volunteer Organizations Active in Disasters

State Support Agencies:

Mississippi Department of Environmental
Quality (MDEQ)
Mississippi Department of Wildlife, Fisheries
and Parks (MDWF&P)
Mississippi Forestry Commission (MFC)
Mississippi Department of Marine Resources
(MDMR)
Mississippi Non-Governmental Organizations:
Mississippi Volunteer Organizations Active in
Disasters

Introduction

Purpose

This ESF focuses on issues concerning live companion animals (pets), livestock (including horses), exotic animals, poultry, and wildlife, as well as disposal of carcasses resulting from natural disasters.

Foreign animal or exotic livestock/poultry disease events; crop disease or pest infestations; food safety, feed, seed, fertilizer and/or pesticide emergencies will immediately be the responsibility of the state primary agencies. (See State CEMP/ESF #11)

At the state and federal level ESF #11, supports county and municipal authorities in efforts to address: (1) control and eradication of an outbreak of a highly contagious or economically devastating animal/zoonotic disease, highly infective exotic plant disease, or economically devastating plant pest infestation, (2) safety and security of food, feed, seed, fertilizer and pesticides, and (3) coordination of efforts to provide for all animals and crops affected by disasters (all-hazards).

Protection of human life is the highest priority in emergency response. Recent disasters and follow-up research have shown that proper preparation and effective coordination of animal issues enhances the ability of emergency personnel to protect both human and animal health and safety. Basically, Animal Emergencies are Human Emergencies.

Scope

- Animal disaster response includes implementing an integrated county and municipal response to ensure that animal/veterinary/wildlife issues in disease and natural disasters are supported in coordination with ESF #8: Public Health and Medical Services and ESF #6: Mass Care.

Forrest County Emergency Support Function #11 –Animals and Agriculture Annex

- If ESF #11 of the Mississippi CEMP is activated, the Mississippi Board of Animal Health and the Mississippi Department of Agriculture are the primary agencies in coordination with the Mississippi Emergency Management Agency and other agencies for state level support.
- If ESF #11 of the National Response Framework (NRF) is activated, the U.S. Department of Agriculture (USDA), Food and Drug Administration (FDA), Environmental Protection Agency (EPA), and the Department of the Interior (DOI) are the primary agencies in coordination with the Federal Emergency Management Agency (FEMA) and other agencies for support.

A food, animal, and/or agriculture incident may threaten public health, animal nutrition, food production, aquaculture, livestock production, wildlife, soils, rangelands, and agricultural water supplies. Responding to the unique attributes of this type of incident requires separate planning considerations that are tailored to specific health and agriculture concerns and effects of the disease (e.g., deliberate contamination versus natural outbreaks, plant and animal versus processed food, etc.). Specific operational guidelines, developed by organizations with responsibility for the unique aspects of a particular disease or planning consideration, will supplement this annex and are intended as guidance to assist State, and local public health and agriculture authorities.

Special Considerations

Detection of an intentional or unintentional contamination/adulteration of food, animals, plants, or a pest outbreak may occur in several different ways and involve several different modalities:

A terrorist attack on food, animals or agriculture may initially be indistinguishable from a naturally occurring event; moreover, depending upon the particular agent and associated symptoms, several days could pass before public health, food, agriculture and medical authorities even suspect that terrorism may be the cause. In such a case, criminal intent may not be apparent until some time after illnesses are recognized.

A devastating attack or the threat of an attack on the domestic animal population and plant crops through use of highly infective exotic disease or pest infestation could result in severe economic loss. Early detection, allowing for early intervention, would come from agriculture expert authority reports as well as unusual patterns in surveillance systems. A food or agricultural incident may involve international trade.

Relationship to the Whole Community

This section describes how ESF #11 relates to other elements of the whole community.

Individuals/Households

Individuals are responsible for knowing the risks they face and developing emergency plans for their families that include emergency preparedness for the animals in their household, whether those animals are owned for pleasure or commercial purposes. To the extent possible, during an incident, individuals should carry out their emergency plans in accordance with responder instructions.

During an incident, to the extent practical, animal evacuation and sheltering should be conducted in conjunction with human evacuation and sheltering efforts; animals should be sheltered near their owners. Service animals are not pets and may not be separated from the individual with a disability or other access and functional need, and they should be permitted anywhere the public goes. Owners should provide food, water, husbandry, and exercise for their animals while they are in emergency shelters.

Forrest County Emergency Support Function #11 –Animals and Agriculture Annex

State, Tribal, Territorial, Area, and Local Governments

Local, state, tribal, territorial, and area governments are primarily responsible for the welfare of individuals and animals within their jurisdictions.

Typically, at the local level, the animal control agency is the authority that has jurisdiction for non-disease animal emergency management issues within a given community. At the state level, the Department of Agriculture, Board of Animal Health, State Wildlife Management Agency, or the Emergency Management Agency coordinates animal response activities.

When requested and mission assigned, ESF #11 can assist in coordinating or providing technical assistance to address animal/agriculture emergency management issues. The state, tribal, or territorial government designates an official(s) to coordinate with the Mississippi Department of Agriculture and Commerce and Board of Animal Health. This official(s) serve as the principal point(s) of contact with ESF #11 Coordinators at the Regional Response Coordination Center.

Transportation and distribution of food supplies within the affected area are arranged by local, state, tribal, territorial, insular area, Federal, and voluntary organizations.

Animal and agricultural health responses are conducted in collaboration and cooperation with state authorities and private industries to ensure continued human nutrition; animal, plant, and environmental health; and support of economy and trade.

Inspection of meat, poultry, and processed egg products; production and import facilities; and distributors during a response may be conducted, occur with local, state, tribal, territorial, and insular area authorities and the regulated industry, if needed, to ensure public health and support the economy and trade.

Actions taken during an animal or agricultural emergency are guided by and coordinated with local, state, tribal, territorial, and insular area emergency preparedness and response officials, homeland security officials, and existing USDA internal policies and procedures.

Actions taken during an emergency threatening the environment or cultural and historic resources are guided by and coordinated with the appropriate local, state, tribal, territorial, and insular area agencies, including the state historic preservation office, state archives, and local emergency management agencies.

Private Sector/Nongovernmental Organizations

Most animal and agriculture emergency response resources and assets are owned or controlled by the private sector and NGOs.

Animal emergency management is and has always been a whole community effort—a blending of emergency management and animal handling expertise. At the local level, veterinarians, farmers, animal control agencies and humane organizations, breeders, wildlife rehabilitators, and others make up the animal infrastructure within a community. These entities should be encouraged to collaborate with government to meet emergency animal needs in their communities. Many states have integrated animal response capabilities, such as county and/or state animal response teams, veterinary medical reserve corps, or similarly named entities.

Animal and agricultural health responses are conducted in collaboration and cooperation with state authorities and private industries to ensure continued human nutrition; animal, plant, and environmental health; and support of economy and trade. Businesses where animals are integral to operations (such as production agriculture, zoos/exhibitors, research facilities, breeders, animal welfare agencies/sanctuaries, and veterinary hospitals) should be encouraged to have contingency plans in place for animals housed in

Forrest County Emergency Support Function #11 –Animals and Agriculture Annex

the facility, in the event of a disaster or emergency. Nonprofit networks can provide information on contingency planning for veterinary facilities, zoos, and other congregate animal facilities.

Transportation and distribution of food supplies within the affected area are arranged by local, state, tribal, territorial, insular area, Federal, and voluntary organizations. Inspection of meat, poultry, and processed egg products; production and import facilities; and distributors during a response may be conducted with local, state, tribal, territorial, tribal, and insular area authorities and the regulated industry, if needed, to ensure public health and support economy and trade.

Core Capabilities and Actions

ESF Role Aligned to Core Capabilities

The following table lists the Response core capabilities that ESF #11 most directly supports, along with the related ESF #11 actions. Though not listed in the table, all ESFs, including ESF #11, support the core capabilities of Planning, Operational Coordination, and Public Information and Warning.

NOTE: Many activities are performed under statutory authority; mission assignments are needed to utilize ESF #11 capabilities listed when the mission exceeds functions performed under statutory authority, such as activities related to household pets and service animals.

Core Capability	ESF #11 – Animals and Agriculture
Mass Care Services	Animal (including Household Pets and Service Animal) Mass Care and Emergency Assistance • Supports ESF #6 to coordinate an integrated State and Federal response to meet the mass care and emergency assistance needs of animals, including household pets and service animals, and their owners. • Facilitates whole community multi-agency coordination with NGO agencies for animal response activities. • Provides technical assistance and subject matter expertise to local, state, tribal, territorial, insular area, and Federal government, and NGOs, regarding animal response issues. • Coordinates needs assessments for animals, including household pets and service animals, and animal response needs and activities including technical support for evacuation and emergency animal sheltering.
Critical Transportation	Safety and Defense of the Supply of Meat, Poultry and Processed Egg Products: Ensures meat, poultry, and processed egg products in commerce are safe, under MDAC's jurisdiction.
Public Health and Medical	Animal and Agricultural Health • Responds to animal and agricultural health emergencies under MBAH and MDAC statutory authority. • Coordinates with ESF #8 on management of zoonotic disease. • Coordinates with ESF #8 to ensure that animal/veterinary health issues (including both disease management and medical management) are supported. • Collaborates with ESF #8, HHS and USDA to deliver

Forrest County Emergency Support Function #11 –Animals and Agriculture Annex

	effective “one health” response that integrates human, animal, and environmental health. • Serves as the State lead on animal (including zoonotic) diseases. • Coordinates with ESF #3 on the removal of debris (carcasses) Safety and Defense of the Supply of Meat, Poultry and Processed Egg Products: Ensures regulated facilities are capable of providing safe meat, poultry, and processed egg products under MDAC’s jurisdiction.
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Policies

Actions undertaken under ESF #11 are coordinated with and conducted through county and municipal incident management officials and with private entities. Additional coordination is required with Mississippi Emergency Management Agency, the Mississippi Board of Animal Health, and the Mississippi Department of Agriculture and Commerce.

- Each supporting agency is responsible for managing its respective assets and resources after receiving direction from the primary agency for the incident.
- The primary agency for each incident coordinates with appropriate ESFs and other annexes, including the coordinating agency for the Worker Safety and Health Support Annex, to ensure appropriate use of volunteers and their health and safety and to ensure appropriate measures are in place to protect the health and safety of all workers.

Animal Disaster Response Policies

- Residents of Forrest County are responsible for their own pets and should, whenever possible take their animals with them and provide for their private care when they are instructed to evacuate their homes.
- Livestock producers of Forrest County are responsible for their own animals. If livestock must be evacuated, the producer should work with the local county emergency management agency and the ESF #11 Coordinator.
- The MBAH is the primary state agency for addressing animal disaster issues. The MBAH coordinates local, state, and federal animal response activities such as medical care, sheltering, evacuation, rescue, temporary confinement, procuring feed, food and water, animal identification, carcass disposal and returning animals to owners related to natural disasters when ESF#11 is activated. The State Veterinarian is the MBAH primary point of contact.
- The State Veterinarian will establish quarantines, permit requirements, and holding periods for animals. These requirements are based on many factors, including disease epidemiology, species affected, scope and type of disaster, animals’ health and temperament.
- Euthanasia of animals will be done humanely and at the direction of incident veterinarians.

Forrest County Emergency Support Function #11 –Animals and Agriculture Annex

- Disposal methods for infected or potentially infected/contaminated carcasses and plant material are chosen for their effectiveness in stopping pathogen spread and for their minimal impact on the environment.
- The Mississippi Animal Response Team (MART) is the state response team for animal issues when state ESF #11 is activated. The MART is under the direction of the State Veterinarian.
- Animal Disaster Responders must be credentialed by MART and sign a Code of Conduct in order to officially respond to an animal disaster.
- Responders will establish and maintain contact with EOC/Incident Command staff, through the County ESF #11 Coordinator, County Animal Response Team, or assigned voluntary agency liaison/representative.
- Responders must be ESF #11 credentialed and have an appropriate level of training for the assigned response activity.
- Personnel doing animal response activities that are not credentialed will be required to leave the incident. Personnel that do not adhere to the Code of Conduct will have their credentials revoked and will be removed from the incident.
- Counties are encouraged to form County Animal Response Teams (CARTs). CART personnel will automatically be included as members of the MART. MART members will follow all applicable local and state emergency management directives.
- The MBAH and the MART use ICS to manage animal disasters and are NIMS compliant.
- When addressing dangerous, aggressive, injured or diseased animals that must be euthanized, activities will be conducted as humanely as possible while minimizing the number of animals that must be euthanized.

Plant and Plant Pest Policies:

- The MDAC is the primary agency addressing the protection of seed, feed, fertilizer and pesticide; and plant disease and plant pest field investigations.

Food Safety and Security Policies:

- The MDAC is the primary agency for agricultural food safety and security issues. The MDAC coordinates local, state, and federal agricultural food safety response activities including the inspection and verification of food safety aspects of slaughter and processing plants and products in distribution and retail sites under the department's jurisdiction. The Commissioner of Agriculture is the primary point of contact.
- MDAC coordinates with ESF#8, Public Health and Medical Services and federal regulatory agencies as appropriate.

Forrest County Emergency Support Function #11 –Animals and Agriculture Annex

Concept of Operations

General

The Forrest County Emergency Management Director will keep all responsible agencies informed of all impending conditions (transportation developments, weather, hazardous materials, or other event) which would cause them to assume a readiness posture in preparation of EOC activation, possible deployment of resources to a forward area or other required activities to support this ESF.

Organization

The Forrest County ESF #11 representative or designee will assume the lead as coordinator of all animal and agricultural requirements during an incident, major emergency or disaster. These duties will be executed in conjunction with personnel and resources as listed under all support agencies for the county and the state.

Administrative and Logistical Support

All participating ESF #11 agencies are expected to:

- Coordinate their support with ESF #11.
- Attend and support briefings and other coordination meetings, whether at the EOC or elsewhere.
- Maintain operational logs, messages, requests, and other appropriate documentation for future reference.
- Maintain their maps, displays, status reports, and other information not included in the ESF #5 operations.
- All agencies supporting ESF #11 will receive primary administrative support from their parent organization with additional support from Forrest County EMA as needed.
- All ESF #11 agencies understand that their financial management system, automated or otherwise, used to capture their incurred costs during an emergency, major disaster, or exercise must be in compliance with applicable agency, State, and Federal guidelines, rules, standards, and laws. This understanding is based on the knowledge that any reimbursement of incurred costs is subject to audit.
- All ESF #11 agencies should ensure that their financial management system, automated or otherwise, is used to capture their incurred costs during an emergency, major disaster, or exercise and must be in compliance with applicable agency, state, and federal guidelines, rules, standards, and laws. This understanding is based on the knowledge that any reimbursement of incurred costs is subject to audit.

Actions

Preparedness

- All Forrest County agencies with ESF #11 responsibilities will ensure that they have Standard Operating Procedures (SOPs) in place to enable them to perform appropriate levels of mitigation, preparedness activities and personnel prior to the initiating event.

Forrest County Emergency Support Function #11 –Animals and Agriculture Annex

- Conduct annual training drills or exercises to ensure a high level of readiness for response personnel.

Pre-Incident

- Forrest County ESF #11 lead will develop/maintain alert and have notification procedures for key agricultural/health officials and agencies that support ESF #11.
- Ensure a designated person is identified to work (24 hour coverage if necessary) within the Forrest County Emergency Operation Center. This resource shall remain until the Emergency Operation Center operations return to normal.

Incident

- Immediately upon notification of an incident, actual disaster or major emergency the Forrest County ESF #11 coordinator will activate the internal plan and/or SOP.
- Ensure adequate communication is established/maintained with all applicable responders of ESF #11.
- Coordinate the distribution of assets as needed or based on requirements identified by Forrest County's local government and other ESFs as needed.
- Maintain log of actions taken, resources ordered/used, records of personnel and equipment/ location and all other documents to support reporting requirement.
- Assist in gathering information to support the state ESF #11 lead to be disseminated through public broadcast via ESF #15 (External Affairs).

Recovery

- Forrest County ESF# 11 coordinator will work in conjunction with ESF #6 (Mass Care, Housing and Human Services) and ESF #8 (Public Health and Medical Services) to assess damage and evaluate damage before re-entry and recovery and report the finding to the Forrest County Emergency Management Director at the Emergency Operation Center in writing to be file.
- Will assist with the monitoring of food, water, soil, and air conditions along with the state and federal authorities as needed during and post recovery to ensure the safety of all areas of Forrest County.
- Coordinate with the Forrest County Emergency Operation Center to ensure that all recovery and re-entry information is disseminated through Public Radio, broadcast media and other available sources (Public Information Officer).

Post-Incident

- Develop a timeline to ensure all support personnel have been re-deployed back to their agencies and/or organizations.
- Identify key problem areas as part of the lessons learned agenda.
- Provide after-action requirements through the Forrest County Emergency Management Director to ensure lessons learned and recommended solutions are captured.

Responsibilities

Forrest County Agriculture Representative

Forrest County will ensure that the Forrest County Cooperative Extension Service or designee is tasked based on position to serve as lead for the ESF #11 requirements for Forrest County. The coordinator will be required to develop, maintain and execute all of the personnel and resources to support all incidents, disasters and or major emergency that would affect Forrest County and its citizens. The below items outline specific duties:

- Develop and maintain an internal SOP that outlines all functions required for ESF # 11 supports.
- Coordinate with ESF # 6 (Mass Care, Housing, and Human Services) ESF #8 (Public Health and Medical Services) and Forrest County local officials will determine food needs for the affected population.
- Coordinate the gathering of emergency food supplies, storage warehouses and the transportation and distribution of supplies to members of affected households for take-home consumption.
- Coordinate the acquisition of food donations to supplement food needs.
- Maintain a roster of personnel that assist with various animal issues.

Forrest County Emergency Management Agency Director

The Forrest County Emergency Manager upon the advisement from the State (if warranted) and work in conjunction with the Forrest County Board of Supervisors, Cities of Hattiesburg and Petal Mayor's and City Council Officials, will complete the following:

- Ensure the timely and efficient activation of the requirements of ESF #11.
 - Confer with the support agencies to make decisions based on the incident to deploy designated support personnel to the Forrest County Emergency Operation Center.
 - Task in conjunction with the ESF #11 coordinator all available resources and trained personnel deployed to designated areas as needed.
 - Provide all agencies and volunteers with up-to-date information that would affect the situation (weather, changes in conditions of the situation, road closures, etc.)
-

Forrest County Emergency Support Function #11 –Animals and Agriculture Annex

Support Agencies' Responsibilities

Agency	Functions
Forrest County Extension Service/Forrest County Humane Society	• Liaison to assign support agency personnel to designated locations. • Allocate or obtain health and human resources for task deemed appropriate by the Emergency Management Agency Director or his assistance. • Alert all applicable personnel of possible deployment. • Coordination with the State Veterinarian and State Animal Health Officer to ensure all animals, zoological needs are in compliance with state and federal law. • Support Human services and school districts to accomplish the needs of the Forrest County Emergency Operation Center to meet the needs of the people of Forrest County. • Coordinate animal support supplies (Feed, Fencing, Post, Vet supplies, shelter, etc.).
Forrest County School District	• Support Transportation resources upon request. • Open school kitchens and building as needed to feed and shelter persons of Forrest County. • Dedicate resources from inventory. • Maintain coordination with Forrest County EOC • Public School District Transportation Director and the Forrest County Emergency Operation Center.
Forrest County Sheriff's Department Hattiesburg Police Department Petal Police Department	• Assist with transportation traffic control. • Provide security to all food and water shipments being delivered to the county and at all distributions area in Forrest County. • Provide necessary property protection of evacuated areas. • Assist with route clearance of debris as needed.
Hattiesburg and Petal Public Works Department/Engineering Forrest County Road Department	• Monitor water, food, and animals for signs of contamination. • Close roads and access to areas of contamination. • Assist with keeping routes open to emergency vehicles. • Provide equipment and transportation of animals that have been contaminated or need to be buried. • Assist in the loading/unloading of all equipment, food, water, and/or supplies for the distribution to Forrest County.

ESF #11 Reviews and Maintenance

The Forrest County Cooperative Extension Services with the aid of the Forrest County Humane Society will coordinate the annual revision of this ESF #11, and with all of the support agencies. Other unscheduled reviews and revision may be made after implementation of the plan or because of changes in laws or regulations. Recommendations for changes will be submitted to the Forrest County Emergency Management Agency Director for approval and distribution.

Forrest County Emergency Support Function #12 – Energy Annex

ESF #12 Coordinator

Mississippi Power Company
South Mississippi Electric Power Assn.
Southern Pine Electric Power Assn.
Pearl River Valley Electric Power Assn. Wilmut
Gas Company
PDMA Facilities (see attached list)
Center Point Energy, Blossman Gas

Support Agencies

Forrest County EMA
Forrest County, Hattiesburg, and Petal Public
works
Forrest County Maintenance
AAA Ambulance Service

Mississippi Support Agencies:

Mississippi Emergency Management Agency
(MEMA)
Mississippi Public Service Commission (MPSC)
Mississippi Military Department (MMD)

State ESF Coordinator:

Mississippi Development Authority, Energy
Division (MDA/ED)

State Non-Governmental Organizations:

Electric Power Associations of Mississippi

Introduction

Purpose

This Emergency Support Function (ESF) is intended to facilitate restoration of Forrest County's energy and utility systems following a natural or man-made disaster. ESF #12 involves-cooperation with utility companies to ensure that the power supply systems are maintained during emergency situations, and that damages that may be incurred are repaired and services are restored in an efficient and expedient manner afterward.

Scope

ESF #12 addresses significant disruptions in energy supplies for any reason, whether caused by physical disruption of energy transmission and distribution systems, unexpected operational failure of such systems, or unusual economic or international political events.

This ESF is applicable to the producing, refining, transporting, generating, transmitting, conserving, building, distributing, and maintaining of energy systems and system components. In this capacity, ESF #12 serves to collect, evaluate, and share information on the impact of energy system outages as well as on the progress of the energy restoration process, to include projected schedules for restoration of power, percent completion of restoration, and geographic information on the restoration.

Relationship to the Whole Community

This section describes how ESF #12 relates to other elements of the whole community.

Local, State, Tribal and Area Governments

- When activated, ESF #12 personnel may deploy to local, state, tribal, or area emergency operations centers.

Forrest County Emergency Support Function #12 – Energy Annex

- Assists local, state, tribal, area governments with requests for energy-related emergency response actions as required meeting the affected area's energy demands, and, through DOE, the Energy Sector-Specific Agency works to identify interdependencies and cascading impacts to other jurisdictions and critical sectors.
- Local, state, tribal, and area governments, in coordination with energy asset owners and operators, have primary responsibility for prioritizing the reestablishment of critical infrastructure. They are integrated into ESF #12 operations.

Private Sector/Nongovernmental Organizations

- Stabilization and reestablishment of normal operations at energy facilities is the responsibility of the facility owners and operators.
- Private sector energy asset owners and operators are primarily responsible for the stabilization of infrastructure-related services after an incident occurs.
- For Stafford Act events, ESF #12, through consultation with DOE Headquarters, is the Federal point of contact with the energy industry for information sharing and requests for assistance from private- and public sector energy owners and operators.

Core Capabilities and Actions

As described in the National Response Framework (NRF), responsibility for achieving the objectives of each core capability rests with no single entity or level of government but, rather, is the responsibility of all members of the whole community. The ESF construct is an effective way to bundle and manage the portfolio of resources to deliver core capabilities to local, state, and other responders. ESF #12 is particularly suited to support the Infrastructure Systems, Public and Private Services, and Resources core capabilities.

ESF Role Aligned to Core Capabilities

The following table lists the Response core capabilities that ESF #12 supports, along with the particular ESF #12 actions related to each of these core capabilities. Though not listed in the table, all ESFs support the core capabilities of Planning, Operational Coordination, and Public Information and Warning. **The actions listed beside each core capability in this table apply to local, state, tribal, federal and NGOs.**

Forrest County Emergency Support Function #12 – Energy Annex

Core Capability	ESF #12 - Energy
Infrastructure Systems	- Assists energy asset owners and operators and local, state, tribal, and territorial authorities with requests for emergency response actions as required meeting the Nation’s energy demands. - Identifies supporting resources needed to stabilize and reestablish energy systems. - Assists Federal departments and agencies by locating fuel for transportation, communications, emergency operations, and national Defense, pursuant to the authorities available to the agency providing assistance. - In coordination with the Energy Sector-Specific Agency (DOE), addresses significant disruptions in energy supplies for any reason, whether caused by physical disruption of energy transmission and distribution systems, unexpected operational failure of such systems, acts of terrorism or sabotage, or unusual economic, international, or political events. - In coordination with the Energy Sector-Specific Agency (DOE), addresses the impact that damage to an energy system in one geographic region may have on energy supplies, systems, and components in other regions relying on the same system. - In consultation with energy asset owners and operators and the Energy Sector-Specific Agency (DOE), advises local, state, tribal, territorial, insular area, and Federal authorities on priorities for energy system reestablishment, assistance, and supply during response operations.
Public and Private Services and Resources	- Provides subject-matter expertise to the private sector as requested to assist in stabilization and reestablishment efforts. - Through coordination with DOE, (refer to Primary Agency Functions), serves as a Federal point of contact with the energy industry for information sharing and requests for assistance from private and public sector owners and operators.
Situational Assessment	- Works with the state, the private sector, local, tribal, territorial, and insular area authorities to develop procedures and products that improve situational awareness to effectively respond to a disruption of the energy sector. - Coordinates preliminary damage assessments in the energy sector. - Identifies requirements to repair energy systems and monitors repair work. - Through coordination with the state and local EPAs, ESF #12: - Serves as a source for reporting of critical energy infrastructure damage and operating status for the energy systems within an impacted area, as well as on regional and national energy systems. - Assesses the energy impacts of the incident and provides analysis of the extent and duration of energy shortfalls. - Analyzes and models the potential impacts to the electric power, oil, natural gas, and coal infrastructures, and determines the effect a disruption has on other critical infrastructure.

Forrest County Emergency Support Function #12 – Energy Annex

Linkages between Disaster Response and Recovery

ESF #12 is also closely linked with the Infrastructure Systems Recovery Support Functions (RSF) under the National Disaster Recovery Framework. The Infrastructure Systems RSF may stand up nearly as early as ESF #12, although initially only to focus on planning and information sharing. The ESFs and RSFs will coexist at some point and share information about impacts and assistance provided while focusing on their respective functions. There is necessarily some overlap between ESF and RSF missions, but, as the ESF requirements diminish, the RSFs take over the residual ESF activities that are associated with recovery. The timing of this transition depends on the scope of the disaster and the nature of the activities and tasks involved. From the earliest days after the disaster, ESF #12 will work closely with the Infrastructure Systems RSF Field Coordinator to coordinate the transition from emergency repairs to long-term recovery activities as seamlessly as possible. (See Appendix 2 – Recovery Support Functions Chart)

Policies

- It is recognized that the impact of a major natural disaster or a technological or other man-made event affecting one or more areas of the state could result in an energy emergency when demand for electricity, fuel, or any other material related to energy production exceeds the available supply. The secondary effects of damage to energy systems in the state could render local support systems inoperable for a prolonged period.
- Dispersed and widespread damage from a disaster will hinder restoration of energy-producing facilities, which can directly impact other critical facilities and systems such as transportation, communications, and utility systems. Failure of these systems has a direct effect on a community's ability to recover from a disaster which is why timely restoration of energy supply systems is vital.
- Response actions under ESF #12 are carried out with the purpose of maintaining the integrity of the energy system and minimizing the impact on Forrest County citizens and visitors.
- Each ESF #12 coordinator maintains a list of priority services.

Concept of Operations

Assumptions

- The occurrence of a major disaster could destroy or damage portions of the county energy and utility systems and disrupt petroleum supplies.
- Widespread and possibly prolonged electric power failures could occur in a major disaster.
- The transportation, media and telecommunications infrastructures will be affected.
- Delays in the productions, refining, and delivery of petroleum based products may occur as a result of transportation infrastructure problems and loss of commercial power.
- There may be extensive distribution failure in water, wastewater, and gas utilities. These may take hours, days, or even weeks to repair.
- There may be panic hoarding of fuel in areas served by severed pipelines or by individuals from neighboring jurisdictions where shortages have occurred.

Forrest County Emergency Support Function #12 – Energy Annex

- Natural gas lines may break causing fire, danger of explosion, or health (inhalation) hazards.
- Water pressure may be low, hampering firefighting and impairing sewer system function.
- City and County Public Works departments, under an emergency proclamation, will require the authority to go on private property to evaluate and shut-off utilities that jeopardize public and private property or threaten public health, safety, or the environment.

General

- The Forrest County Emergency Management Agency will keep all responsible ESF #12 agencies informed of all impending conditions (utility outages, weather, or other event) which would cause them to assume a readiness posture in preparation for local EOC activation, possible deployment to a forward area of operation, or other activity.
- The Emergency Management District is the primary local agency designated to coordinate energy emergency response and restoration activities.
- All agencies with ESF #12 responsibilities, whether primary or support, will ensure that they have Standard Operating Procedures (SOPs) in place to enable them to perform appropriate levels of mitigation, preparedness, response and recovery related to the event. Agencies will have completed mitigation and preparedness activities prior to the initiating event, and will begin to perform response and recovery as needed.
- Forrest County Emergency Management will develop and maintain alert and notification procedures for key energy officials supporting ESF #12.
- Emergency Management officials will release through ESF #15 special utility/energy statements. They will also issue conservation bulletins and warnings provided by ESF #12 via the Joint Information Center (JIC).
- The assets (i.e., manpower generator, etc.) available to ESF #12 will be used to assist county emergency operations and other ESFs with their emergency efforts to provide power, fuel and other resources as necessary.
- Emergency ESF #12 personnel will mobilize to direct and coordinate relief efforts, to communicate with the public and appropriate governmental agencies, and to restore normal service.

Organization

County EMA

- Forrest County Emergency Management personnel will notify EMS officials and other support agencies of ESF #12 activation.

Administrative and Logistics

All participating ESF #12 agencies are expected to:

Forrest County Emergency Support Function #12 – Energy Annex

- Coordinate their support with ESF #12.
- Attend and support briefings and other coordination meetings, whether at the EOC or elsewhere.
- Maintain operational logs, messages, requests, and other appropriate documentation for future reference.
- Maintain their maps, displays, status reports, and other information not included in the ESF #5 operations.
- All agencies supporting ESF #12 will receive primary administrative support from their parent organization with additional support from Forrest County EMA as needed.
- All ESF #12 agencies understand that their financial management system, automated or otherwise, used to capture their incurred costs during an emergency, major disaster, or exercise must be in compliance with applicable agency, State, and Federal guidelines, rules, standards, and laws. This understanding is based on the knowledge that any reimbursement of incurred costs is subject to audit.
- All ESF #12 agencies should ensure that their financial management system, automated or otherwise, is used to capture their incurred costs during an emergency, major disaster, or exercise and must be in compliance with applicable agency, state, and federal guidelines, rules, standards, and laws. This understanding is based on the knowledge that any reimbursement of incurred costs is subject to audit.

Actions

Preparedness

ESF #12 responsibilities, whether primary or support, are expected to:

- Ensure that they have Standard Operating Procedures (SOPs) in place to enable them to perform appropriate levels of mitigation, preparedness, response, and recovery that a given disaster or emergency may require, in accordance with the *Emergency Management Law, MS Code Ann. § 33-15 (1972), Section 33-15-14(2)(a)(viii)*.
- Complete mitigation and preparedness measures prior to an actual emergency or disaster.
- Assign and train personnel to support emergency operations.
- Develop and, where possible, implement standards for physical and operational security for the energy industry in Forrest County.
- Conduct energy emergency exercises with the energy industry.

Pre-Incident

- Ensure current SOPs are available.
- Companies included will designate EOC representatives who will provide information pertaining to the incident.
- Maintain communications with utility companies and other appropriate organizations regarding shortages and outages affecting the public.
- Each company's ESF representative will work in conjunction with Forrest County Emergency Management and other local agencies in an emergency capacity if needed.

Incident

- Upon activation of ESF #12, ESF representatives will communicate this information to all other ESF #12 members.
- Ensure adequate communications are established and maintained.
- Obtain an initial situation and damage assessment through established intelligence procedures.
- Coordinate the distribution of assets as needed.
- Maintain a complete log of actions taken, resource orders, records, and reports.
- Assist in gathering and providing information for establishing priorities.

Recovery

- Continue to monitor the recovery process.
- Secure resources to repair damaged energy systems.
- Review recovery actions and develop strategies for meeting county energy needs

Post-Incident

- Prepare an after-action report (AAR). The AAR identifies key problems, indicates how they will be or were solved, and makes recommendations for improving ESF response operations. All ESF #12 organizations assist in preparation of the AAR.

Forrest County Emergency Support Function #12 – Energy Annex

Responsibilities

Mississippi Power, South MS Electric, Southern Pine, Pearl River Valley, Dixie Electric, Wilmut Gas, Center Point Energy, Blossman Propane, and PDMA facilities

- Develop an SOP and checklist in conjunction with Forrest County Emergency Management and supporting agencies for this ESF.
- Staff the county EOC for coordinating local energy emergency support if needed and available.
- Provide technical assistance to utility advisory committees.
- Work closely with local/private energy/utility companies to coordinate response and assess damage.
- Support impact assessment by providing personnel for the damage assessment.
- Assist with debris removal following all line restoration.

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Forrest County Emergency Support Function #12 – Energy Annex

Support Agencies Responsibilities

Agency	Functions
Forrest County Emergency Management	• Coordinate with (insert facilities here), and other agencies to identify local energy resources. • Report to the Board of Supervisors on current and continuing functions, problems, and activities concerning energy resources. • Provide standard generator request forms that will be used at the EOC to process all local government generator requests. • Assess availability of energy resources (petroleum, liquid petroleum, natural gas, and/or electrical power) and the demand for those resources by district. • Implement energy emergency procedures necessary to reduce the demand for energy (primarily motor fuels). • Assist in locating shelters/housing units for utility work crews.
All Utility Companies	• Responsible for restoration of utilities following a disaster. • Restore service to critical facilities first.
Local Public Works	• Provide generators to critical facilities and crucial utilities until services are restored.
Mississippi Military Department (MMD)	• Provide generators to critical facilities and crucial utilities until services are restored according to ESF #13, Military Support as requested by the SEOC. • Provide technicians and operators for generators as available.

ESF #12 Reviews and Maintenance

Forrest County utility companies and The Emergency Management District will coordinate an annual review of this ESF #12 with all support agencies. Additional review may be conducted based on incident experience or changing laws and regulations. Recommendations for change will be submitted through Forrest County Emergency Management for approval, publication, and distribution.

Appendices

Appendix 1 - Public Utilities

Appendix 2 – Recovery Support Functions Chart

Appendix 1

Public Utilities

ATTACHMENT 2

PUBLIC UTILITIES

ELECTRIC POWER COMPANIES

Mississippi Power Company
Service Center
2601 Hwy 11 – Bypass
Hattiesburg, MS 39401

South Mississippi Electric Power Association
7037 US Hwy 49
Hattiesburg, MS 39402

Southern Pine Electric Power
Home Office: 110 Risher St – Taylorsville, MS 39168
Hattiesburg Branch: Hwy 49 North, HBG 39402

Pearl River Valley Electric
Home Office: 1422 Hwy 13 – Columbia, MS 39429

Dixie Electric Power Association
Home Office: 1863 Hwy 184 – Laurel, MS 39443
Petal Branch: Hwy 42 East – Petal, MS 39465

L-P NATURAL GAS

Willmut Gas Company
315 South Main St
Hattiesburg, MS 39403

Center Point Energy-Entex
Dist Office: 26 Mason St – Laurel, MS

GAS COMPANIES

Refined CPC
1374 US Hwy 11
Petal, Ms 39465

Dixie Pipeline
Po Box 544
Hwy 11
Petal, Ms 39465

Embridge
Po Box 1184
Hwy 11
Petal, Ms 39465

Enterprise Petal NGL
1265 Hwy 11
Petal, Ms 39465

Boardwalk
Po Box 1183
1382 Hwy 11
Petal, Ms 39465

Enterprise Products
Po Box 506
1364 Hwy 11
Petal, Ms 39465

Lone Star
Po Box 545
1234 Hwy 11
Petal, Ms 39465

Targa
Po Box 587
18 Chappel Hill Rd (off of Hwy 11)
Petal, Ms

BUTANE GAS

Blossman Propane Gas
Hwy 42
Hattiesburg, MS 39401

ESF #12-7

PUBLIC WATER SYSTEMS

City of Hattiesburg Water
PO Box 1898
Hattiesburg, MS 39403-1898

City of Petal Water
127 West 8th Ave
Hattiesburg, MS 39465

RURAL WATER ASSOCIATIONS

Dixie Water
930 Bonhomie Rd
Hattiesburg, Ms 39401

Eastabuchie Water
Po Box 924
795 Leeville Rd
Petal, Ms 30465

Brooklyn Water
Po Box 69
Brooklyn, Ms 39425

Glendale Utility
2805 Glendale Ave
Hattiesburg, Ms 39401

McLaurin Utility
283 Carter Rd
Hattiesburg, Ms 39401

Rawls Springs Utility
39 Archie Smith Rd
Hattiesburg, Ms 39402

Sunrise Water Utility
465 Batson Rd
Petal, Ms 39465

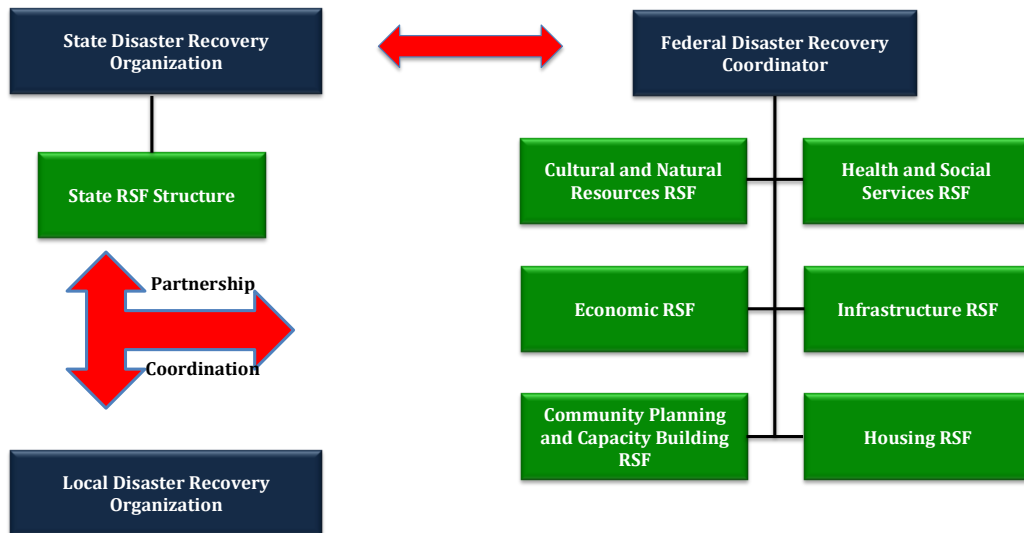
Carnes Utility
1084 Carnes Rd
Wiggins, Ms 39577

Barrontown Utility
101 Dogwood Lane
Petal, Ms 39465

Appendix 2

Recovery Support Functions Chart

National Disaster Recovery Framework
Recovery Support Functions (RSFs) Coordinating Structure



Forrest County Emergency Support Function #13 – Public Safety and Security Annex

ESF #13 Coordinator:

Forrest County Sheriff's Office
Hattiesburg Police Department
Petal Police Department

Primary Agencies:

Forrest County Sheriff's Department
Hattiesburg Police Department
Petal Police Department

Support Agencies:

Forrest County Emergency Management
Forrest General Hospital Public Safety
Southern Miss Police Department
School System Police Departments
Mississippi Highway Safety Patrol
Other county agencies as determined to be necessary

State ESF Coordinator:

Mississippi Department of Public Safety

State Primary Agencies:

Mississippi Department of Public Safety
Mississippi Department of Transportation
Mississippi Military Department
Mississippi Department of Wildlife, Fisheries, and Parks (MDWF&P)
Mississippi Emergency Management Agency (MEMA)
Mississippi National Guard
Alcohol, Tobacco, and Firearms (ATF)

State Support Agencies:

Mississippi Emergency Management Agency
Mississippi Highway Patrol
Mississippi Department of Wildlife, Fisheries, and Parks (MDWF&P)
Mississippi National Guard
Alcohol, Tobacco, and Firearms (ATF)

Introduction

Purpose

The primary purpose of Emergency Support Function (ESF) #13 Public Safety and Security is to coordinate law enforcement activities within Forrest County in order to ensure the safety of life and property during and after an emergency situation or incident. ESF #13 integrates Forrest County's safety and security capabilities and resources in order to support a full range of incident management activities associated with potential or actual emergencies or incident.

Scope

Forrest County Emergency operations for law enforcement agencies will be an expansion of their normal daily duties and responsibilities. These duties and responsibilities include maintaining law and order, traffic control, crowd control and security control measures. Local agencies will have the primary responsibility for routine law enforcement and support groups will assist when and where needed.

Relationship to Whole Community

Local, State, Tribal, and Area Governments

Local law enforcement responsibility and authority rests with local, state, tribal and area law enforcement departments and agencies. During disasters or acts of terrorism, when these departments and agencies are overwhelmed and unable to fulfill their public safety and security missions, additional resources should be obtained through mutual aid and assistance agreements, such as the Emergency Management

Forrest County Emergency Support Function #13 – Public Safety and Security Annex

Assistance Compact, and/or activation of the state National Guard. Once these means of support are exhausted or unavailable, Federal public safety and security needs can be requested through ESF #13.

In a catastrophic incident, a state governor may also choose other options to restore order and ensure public safety. These may include:

- Requests for Federal law enforcement assistance under the Emergency Federal Law Enforcement Assistance Act coordinated through the Attorney General (AG) or the AG's designee
- Members of the National Guard under state control to the extent permitted by state law.

Private Sector/Nongovernmental Organizations

Safety and security responsibilities performed by private sector and nongovernmental organizations are generally limited to requirements at specific locations, such as shopping centers, private sector buildings, locations that house critical infrastructure, special events, and, when contracted, local, state, tribal, territorial, insular area, and Federal buildings. However, overall public safety and security responsibility always defaults to local, state, tribal and territorial area, and Federal law enforcement departments and agencies.

During the response to disasters or acts of terrorism, private sector/nongovernmental security forces continue to perform their assigned safety and security missions to the best of their ability. The local, state, tribal, or area law enforcement department or agency responsible for public safety and security will determine the need for law enforcement resources to assist or augment these private sector/nongovernmental organizations. Should the responsible local, state, tribal, or area law enforcement department or agency be overwhelmed and unable to provide the needed assistance, upon a request for Federal assistance, ESF #13 may be tasked to provide this support through the DHS/FEMA mission assignment process.

Traditionally the vast majority of ESF #13 missions require sworn law enforcement officers armed and trained in the execution of a wide range of law enforcement activities. However, based on the requirements of specific missions, ESF #13 may use non-traditional resources from private sector and/or nongovernmental organizations to meet the requirements of the missions.

These resources may be in the form of individuals and/or organizations with specific skills or capabilities that are trained, capable, and willing to assist ESF #13 as volunteers or contracted support. The specific skills or capabilities of these individuals or groups must match the requirements of the mission. The identification of these private sector/ nongovernmental individuals and organizations will be closely coordinated by the ESF #13.

Any use of these resources to meet ESF #13 mission assignments will be closely coordinated with the requesting entity before these resources are assigned to fulfill the mission.

Core Capabilities and Actions

The following table lists the Response core capabilities that ESF #13 most directly supports along with the related ESF #13 actions. Though not listed in the table, all ESFs, including ESF #13, support the core capabilities of Planning, Operational Coordination, and Public Information and Warning. **The actions listed beside each core capability in this table apply to local, state, tribal, federal and NGOs.**

Forrest County Emergency Support Function #13 – Public Safety and Security Annex

ESF Roles Aligned to Core Capabilities

Core Capability	ESF #13 – Public Safety and Security
On-scene Security and Protection	• Provide general and specialized Federal law enforcement resources to support local, state, tribal, area, and Federal law enforcement departments and agencies overwhelmed by disasters or acts of terrorism. ESF #13 can perform a wide array of missions as defined through the state mission assignment process. • Protect critical infrastructure during prevention activities or disaster response, when requested. • Protect emergency responders. • Determine the role, if any, of private sector/nongovernmental organizations in the overall public safety and security response. • Assist state law enforcement and government officials in determining the methodology by which FLEOs will be granted state law enforcement authority during ESF #13 responses. • Manage the development of pre-scripted mission assignments to address known and anticipated disaster response public safety and security short falls. • Give priority to life safety missions first, followed by missions that address security and the protection of infrastructure/property. • Consider the availability of safety and security resources within the requesting federal department or agency when providing ESF #13 support to other federal ESFs.

Policies

Local law enforcement personnel will generally be able to provide adequate police control through existing mutual-aid agreements with communities within the county and/or neighboring counties. If local capabilities are exceeded, support will be available from several state and federal law enforcement agencies. This ESF provides the conduit for utilizing and incorporating the extensive network of public safety and security coordination established for county prevention efforts.

- All requests for state and/or federal law enforcement augmentation should be made by the Forrest County Emergency Management Director to MEMA.
- Operations to support and protect federal facilities/assets within Forrest County must be coordinated in collaboration with the Forrest County Sheriff's Office through the Forrest County EMA Director to MEMA.
- All primary and support agencies shall be utilized before requests are made for additional resources and/or assets.
- All available local resources will be expended before requesting state support.
- This ESF does not usurp or override the policies or mutual aid agreements of any county or municipal jurisdiction or government, state government, or federal agency. Law enforcement activities and

Forrest County Emergency Support Function #13 – Public Safety and Security Annex

criminal investigations are conducted in conformance with existing codes and statutes.

- Law enforcement officials will carry out functions that they are trained to do, some of which may not apply on a regular basis.
- If sufficiently trained law enforcement is not available from local government, public or private sources within the community will be sought. These sources include auxiliary and reserve elements, MSNG, retired and/or veterans' groups, industrial security personnel, private security firms, or other qualified personnel as available through MDPS ECO.

Concept of Operations

Assumptions

- General law enforcement problems are compounded by disaster related community disruption, restriction of movement, impacted communications and facilities, and a shortage of law-enforcement resources.
- The capabilities of local law enforcement agencies may be quickly exceeded. Supplemental assistance should be requested through local and state emergency management channels and the operation of mutual aid agreements.
- The availability of resources will have a profound effect on agencies ability to perform tasked activities.

General

The Sheriff or Police Chief is responsible for law enforcement activities within their jurisdiction. Only when all local resources are exhausted will state law enforcement personnel and equipment be requested. Upon determination by local authorities of a need for additional law enforcement, a request for assistance will be made to the Forrest County Emergency Management Agency to MEMA. Forrest County Emergency Management will also keep all responsible agencies and/or departments informed of all conditions, which would cause them to assume a readiness posture in preparation for EOC activation, evacuation, or other activities. Law Enforcement personnel will keep continuous communications with Emergency Management Officials throughout the event, to ensure the allocation of needed resources from other agencies with capabilities to assist in the recovery process.

Organization

- On-scene Public Safety & Security Operations should be organized using the Incident Command System and remain under the tactical control of the lead law enforcement agency having jurisdiction.
- ESF #13 support to on-scene operations, if needed, will likely take place through the County Emergency Operations Center (EOC). ESF #13 Agency Reps in the EOC should be organized under the ICS Operations Section as either a stand-alone "Team" or as part of a functional Group, depending upon the needs of the incident.

Administrative and Logistical Support

All participating ESF #13 agencies are expected to:

- Coordinate their support with ESF #13.

Forrest County Emergency Support Function #13 – Public Safety and Security Annex

- Attend and support briefings and other coordination meetings, whether at the EOC or elsewhere.
- Maintain operational logs, messages, requests, and other appropriate documentation for future reference.
- Maintain their maps, displays, status reports, and other information not included in the ESF #5 operations.
- All agencies supporting ESF #13 will receive primary administrative support from their parent organization with additional support from Forrest County EMA as needed.
- All ESF #13 agencies understand that their financial management system, automated or otherwise, used to capture their incurred costs during an emergency, major disaster, or exercise must be in compliance with applicable agency, State, and Federal guidelines, rules, standards, and laws. This understanding is based on the knowledge that any reimbursement of incurred costs is subject to audit.
- All ESF #13 agencies should ensure that their financial management system, automated or otherwise, is used to capture their incurred costs during an emergency, major disaster, or exercise and must be in compliance with applicable agency, state, and federal guidelines, rules, standards, and laws. This understanding is based on the knowledge that any reimbursement of incurred costs is subject to audit.

Actions

Preparedness

Forrest County Sheriff's Office in collaboration with the Forrest County Emergency Management Agency shall conduct the following:

- Development and maintenance of SOPs to enable them to perform appropriate levels of mitigation, preparedness, response, and recovery related to public safety and security.
- Train and exercise Forrest County ESF #13 personnel.
- Designates an EOC, alternate EOC, and an ESF #13 liaison that will go to the Forrest County EOC or other areas of operation.

Pre-Incident

Forrest County's Chief Law Enforcement Officer will conduct the following actions in collaboration with the Forrest County Emergency Management Director:

- This ESF will provide expertise and coordination for security planning efforts and conducting technical assessments.

Forrest County Emergency Support Function #13 – Public Safety and Security Annex

- ESF #13 will identify the need for ESF #13 support and analyze potential factors that affect resources and actions needed, such as:
 - Mapping, modeling, and forecasting for crowd size, impact of weather, and other conditions on security.
 - ESF #13 liaison with Forrest County Emergency Management Agency.

Incident

Upon activation of ESF #13, the Forrest County Senior Law Enforcement Officer (Sheriff's Office or designee) and the ECO will:

- Maintain law and order.
- Communicate information to all other ESF #13 members and ensure that adequate communication is established and maintained.
- Obtain an initial situation and damage assessment through established intelligence procedures.
- Patrol evacuated areas and routes.
- Provide traffic and crowd control.
- Provide or coordinate specialized security assets such as traffic barriers, and/or law enforcement personal protective gear.
- All other duties as identified by Forrest County Emergency Management Agency to help preserve life and property.

Recovery

- Continue response operations.
- Assist in damage assessment.
- Maintain law enforcement activities in affected area(s) as long as required by local officials to return the situation to a state of normalcy.
- Phase down operations.
- Coordinate with the Forrest County elected officials and EMA to determine the time schedule for re-entry as an incident dictates.

Post-Incident

- Continuously review and update plans.
- Analyze hazards and determine additional law enforcement requirements.
- Identify critical sites that will require special security during an emergency or incidents.

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- Prepare an after-action report. The after-action report should identify key problems, indicate how they are to be/were solved, and make recommendations for improving ESF #13 response operations.

Responsibilities

The Forrest County Sheriff's Office is responsible for coordinating all emergency law enforcement activities within Forrest County. Each local and/or municipal police force will maintain authority within its own jurisdiction. The Forrest County Sheriff will appoint a liaison to the Forrest County EOC, that liaison will direct all emergency operations from the EOC. Routine operations will be handled by standard procedures and State and Federal support will be called upon as needed.

The Mississippi Military Department (MMD) will maintain a liaison in the Forrest County Emergency Operations Center (EOC) to provide direct coordination with Local Emergency Management for mission assignments.

Local Mississippi National Guard units may be required to directly support local officials with operational response consistent with current mission assignments. ***This request must be made through the Forrest County EMA Director to MEMA and/or to the Mississippi Military Department.***

Support Agencies Responsibilities

Agency	Functions
Forrest County Emergency Management	• Responsible for contacting the Mississippi Emergency Management Agency if additional support is needed and/or requested. • Provide necessary updates to SEOC for all ESF#13 actions.
Mississippi Emergency Management Agency (MEMA)	• Receive, confirm, evaluate, and prioritize requests for all state resources for ESF #13. • Allocate appropriate resources, authorize mission assignments; and submit request to FEMA for any federal resources required.
City of Hattiesburg and Petal Police Department's	• Maintain law and order within their jurisdiction. • Support Sheriff's Office and perform all task assignments. • Provide mobile units for warning operations (ESF #2). • Provide security for key facilities, traffic control points, crowd control • Support for other public safety activities.
Mississippi Highway Patrol	• Provide traffic control on state roads. • Perform law enforcement activities in support of incidents. • Provide support to local operations as needed.
Mississippi Department of Wildlife, Fisheries, and Parks (MDWF&P)	• Patrol local waters and perform normal law enforcement activities. • Provide support for local operations as needed. • Supply resources and personnel as needed, especially (i.e. boats, MS IMAT) to support water related emergencies.
Mississippi National Guard	• Provide Military Police support for local operation with state approval.
Alcohol, Tobacco, and Firearms (ATF)	• Upon official request, provide manpower and equipment to assist with local disaster operations.
Other county agencies as determined to be necessary	• Provide support for this activity as needed to assist the Forrest County Sheriff's Office and/or the Forrest County Emergency Management Agency.

ESF # 13 Review and Maintenance

Forrest County Emergency Management will coordinate the biennial revision of this ESF with the Coordinator. The Coordinator will be responsible for obtaining input from the Primary and all Support Agencies. Other unscheduled reviews and revisions may be made after implementation of the plan or because of changes in laws or regulations. Recommendations for changes will be submitted to Emergency Management for approval, publication, and distribution.

Forrest County Emergency Support Function #14 – Long Term Recovery Annex

ESF #14 Coordinator(s)

Forrest County Board of Supervisors
Hattiesburg Mayor's Office
Petal Mayor's Office
Forrest County Emergency Management Agency

Mississippi Non-governmental Organizations

American Red Cross
Mississippi Volunteer Agencies Active in Disasters (VOAD)
The Greater Pinebelt Foundation

Primary Agencies

Forrest County Emergency Management Agency
Forrest County Board of Supervisors
Office of the Mayor (Hattiesburg & Petal)
Forrest County Attorney
R3SM-Long Term Recovery (United Way)

State ESF Coordinator

Office of the Governor
Mississippi Emergency Management Agency

Support Agencies

MDH Mental Health/Region XII
Forrest County Road Department
Forrest County Fire Coordinator
Hattiesburg and Petal Public Works
Forrest County Human Services

State Primary Agencies

Mississippi Attorney General's Office
Mississippi Employment Security
Mississippi Department of Human Services
Mississippi Department of Agriculture and Commerce
Mississippi Department of Mental Health
All Other County Agencies

Introduction

Purpose

This document serves, as the framework to ensure that the citizens of Forrest County affected by an incident or disaster will be able to recover utilizing federal and state resources.

Scope

The policies and concepts of this annex apply to the use of Forrest County resources needed to assist in the restoration of communities within the county affected. Additionally after an assessment of the incident's impact the request for state and federal resources needed will be made through the county EMA director to MEMA on behalf of the citizens of Forrest County and all of its municipalities.

Relationship to the Whole Community

Individual/Community Organizations

The public, both individuals and community organizations, have an important role in assisting with long-term care and recovery for citizens affected by or displaced during a disaster.

Forrest County Emergency Support Function #14 – Long Term Recovery Annex

Local, State, Tribal and Area Governments

Long-term care providers use an inclusive process to ensure coordination with local and State agencies to identify priorities for the application of resources. In engaging with disaster-affected communities, EFS #14 seeks to specifically include and address the needs of individuals with disabilities, those with access and functional needs, children, seniors, individuals with limited English proficiency and members of underserved populations, and works closely with local, State and Tribal governments to identify underserved populations. ESF #14 and cooperating agencies also coordinate with local nongovernmental organizations (NGOs) and community groups which often have excellent relationships with the underserved populations. ESF #14 collaborates with these organizations to ensure that programs are culturally appropriate and that at-risk populations and their needs are identified.

Private-Sector/Nongovernmental Organizations

ESF #14 coordinators and support agencies recognize the private sector as a key partner in domestic incident management, particularly in the area of critical infrastructure protection and restoration. Private-sector entities are also called upon to contribute necessary items and services to the impacted area. These sources are important to aid in the life-saving and recovery efforts. Forrest County and other partnering agencies coordinate with the private sector to effectively share information, formulate courses of action, and incorporate available resources to prevent, prepare for, respond to, and recover from incidents of various types.

Core Capabilities and Actions

ESF Role Aligned to Core Capabilities

The following tables list the Response core capabilities that ESF #14 most directly supports along with the particular ESF #14 actions related to that core capability. Though not listed in the table, all ESFs support the core capabilities of Operational Coordination and Public Information and Warning. **The actions listed beside each core capability in this table apply to local, state, tribal, federal and NGOs.**

Core Capabilities	ESF #14 – Long-Term Recovery
Planning	• Coordinates developments of the State’s Public Assistance and Hazard Mitigation plans. • Coordinates development of ESF #14 • Collaborates with key governmental officials at the state, county, and local level, and critical public sector partners. • Conducts a systematic process, engaging the whole community as appropriate, in the development of executable strategic, operational, and/or community- based approaches to meet defined objectives.
Infrastructure Systems	• Assists local governments impacted by a disaster in rebuilding and/or repair efforts. • Assists local governments through Public Assistance and Mitigation grants to ensure accurate disaster funding is available, and that all state and federal guidelines are followed. • Implements housing solutions that effectively support the needs of the

Forrest County Emergency Support Function #14 – Long Term Recovery Annex

	whole community and contribute to its sustainability and resilience.
Economic Recovery	• Gathers information from state and federal agencies and impacted local governments to assess the scope and magnitude of the social and economic impacts. • Works with private sector to help coordinate business recovery and development in impacted areas. • Identify statutory, regulatory and policy issues that contribute to gaps, inconsistencies and unmet needs in economic recovery. • Develops solutions to address preparedness, mitigation and resilience issues before a disaster strikes and that will facilitate the return of economic and business activities (including agricultural) to a normal state.
Health and Social Services	• Coordinates through Forrest County Department of Human Services, all requests for emergency food stamp assistance or other social services. • Assists through MDHS, volunteer organizations, and Mississippi Department of Health (MSDH) with long-term housing, feeding requirements, and emergency services. • Coordinates through Mississippi Department of Employment Security, unemployment grant programs for affected communities. • Provides a system for victims to received prescribed medications while displaced. • Works with regional Mental Health Agencies to provide Mental Health care to displaced disaster victims. • Provides up-to-date health and safety for disaster victims and those serving them.
Housing	• Works with federal agencies and Mississippi Development Authority (MDA) to develop long-term housing needs and assistance. • Assists local governments and other ESF #14 stakeholders in developing long- term housing plans for impacted communities. • Provides access to SBA for victims to seek loans to repair damaged homes. • Makes available federal government monies for minor repairs to homes (\$1,500 maximum). • Collaborates with local authorities in public education to ensure children of disaster victims may continue to attend school while displaced.

Policies

- County agencies continue to provide recovery assistance to county and municipal government, the private sector and individuals while continuing activities and assessments for additional resources through the ESF #14 coordinator (Forrest County EMA).
- State support to Forrest County will be tailored based on the type, extent, and duration of the event and long-term recovery period, and on the availability of State resources.

Forrest County Emergency Support Function #14 – Long Term Recovery Annex

- Long-term community recovery and mitigation efforts are forward-looking and market-based, focusing on permanent restoration of infrastructure, housing, and the local economy, with attention to mitigation of future similar impacts when feasible.
 - Forrest County will use the post-incident environment as an opportunity to measure the effectiveness of community recovery activities.
 - ESF #14 will facilitate the application of loss-reduction building science expertise to the rebuilding for critical infrastructure (e.g. in repairing hospitals, key county facilities).
-

Concept of Operations

Assumptions

- All appropriate disaster declarations will be made in a timely manner.
- Given Forrest County's limited resources to accomplish recovery operations, the state and federal governments will play a major role, substantially supplementing the county efforts.
- Depending on the type and scope of the incident, federal resources and/or funds may be available for public and/or private (individual and businesses) assistance.
- There may be long-term shelter requirements to house county citizens and other populations following a disaster situation.
- A *long-term recovery plan* will be developed based on the impacts of the specific disaster or emergency, the duties and responsibilities outlined in the other functional annexes and hazard specific appendixes to this plan, and the planning considerations addressed in this annex.
- Long-term recovery planning and activities could include mitigation efforts to reduce the potential hazard of similar disasters in the future.
- Many types of public, private, and volunteer assistance will be offered following an extreme emergency that will involve unique management challenges and further test county sheltering and feeding capacities.
- Depending on the incident, it may be more appropriate for some recovery functions to be tasked to a specific county department rather than an EOC section. Specially qualified persons/agencies from the public and private sectors may be appointed to perform functions unique to large-scale recovery operations.
- Under certain conditions, such as a lengthy recovery from a flood or tornado, Forrest County will seek inclusion in a Presidential Declaration so to qualify for assistance in the form of federal emergency funds and equipment, if qualified.

Forrest County Emergency Support Function #14 – Long Term Recovery Annex

General

ESF #14 provides the coordination mechanisms for local government to:

- Immediately after any emergency/disaster, response activities to save lives and protect property should have the highest priority. However, recovery activities can be conducted concurrently with response and should commence as soon as possible. Gradually, as the requirement for emergency response diminishes, the need for recovery activities should become the focal point.
- Recovery and restoration actions following any emergency or disaster should be determined by the specific event. Recovery plans are based on the damage assessment; an awareness of what shape the recovery should take in the rebuilding of infrastructure, the environment and the economy; and the resources available for that rebuilding. Several federal, state, and local jurisdictions may be involved depending on the hazard and scope of the situation. City and County local governments should lead the recovery activities for their jurisdictions.
- The recovery process can be split into long-term and short term activities, but some activities can occur in both. Also, there is no clear distinction of when short-term recovery activities end and long-term begins.
 - Short-term recovery efforts typically focus on restarting critical community elements such as utility, economic, and social systems in order to meet people's immediate needs.
 - Long-term recovery efforts include resumption of full services; large-scale repair and replacement work; economic and resource re-stabilization; organizations' re-adaptation; and assessment of the event. Hazard mitigation is often part of the long-term recovery effort. Hazard mitigation actions are those taken to permanently eliminate or reduce the long-term vulnerability to human life and property from hazards. Long-term recovery may go on for years until the entire disaster area is completely redeveloped, either as it was before the disaster or for entirely new purposes.
- Recovery activities may continue long after the EOC has been closed, requiring the activities to be coordinated and managed from a different location.
- The responsibility for coordination of disaster recovery efforts in Forrest County rests primarily with County EMA. Responsibility for making local policy decision remains with the local elected officials. Responsibility for actions of local, state, federal, and volunteer personnel remains with those organizations.
- During major events, the Emergency Operations Center (EOC) will likely have been activated for the response and short term recovery phases of the emergency and should continue to be used for transition into longer-term recovery activities. Ongoing activities related to the implementation of ESF #14 may be coordinated from other locations.
- Assess the social and economic consequences in the impacted area and coordinate state efforts to address long-term community recovery issues resulting from an Incident of State Significance
- Advise on the long-term recovery implications of response activities and coordinate the transition from response to recovery within the county

Forrest County Emergency Support Function #14 – Long Term Recovery Annex

- Work within the county to ensure that all municipal governments, NGOs, and private-sector organizations to conduct a comprehensive market disruption and loss analysis and collaborate efforts to develop a comprehensive long-term recovery plan for all affected communities within the county.

Recovery Functions

The following functions should be addressed as part of the recovery process and assigned to the appropriate ICS Section.

- Animal Control/Sheltering: Provides policies and procedures/guidelines addressing animal control and sheltering following a disaster. Includes sheltering, feeding, and release of pets, livestock and wild animals.
- Business Resumption: Provides policies and procedures/guidelines to facilitate the re-establishment of normal commercial business activities following a disaster. Includes policies/procedures/guidelines for deferral of taxes and fees, availability and use of grants, disaster assistance applications and relocation guidance.
- Communications/Automation: Provides the communications and automated data processing abilities for direction and control of recovery activities as well as for continued daily operations. This includes identifying actions to protect current resources, procedures/guidelines for prioritizing and sharing limited resources, and identifying additional resources for procurement. Communications/Automation resources include, but are not limited to county/city and amateur radio equipment and operations, facsimile machines, telephones, cellular phones, copiers and computers.
- Continuity Of Government: Provides for the preservation, maintenance, and/or reconstitution of the government's ability to carry out its executive, legislative, and judicial processes. Includes preservation of lawful leadership and authority, prevention of unlawful assumption of authority, and prioritization and maintenance of essential services.
- Damage Assessment: Ensures that procedures/guidelines and expertise are available to assess the safety and serviceability of essential government facilities (e.g., EOCs, shelters, hospitals, police and fire stations, schools, highways, bridges, airports, public works etc.), commercial buildings and residential occupancies. Establishes building/ structure accessibility/usability. Damage Assessment should begin as the event is occurring and afterwards, until the full scope of the damage is known.
- Debris Management: Provides for the removal, temporary storage, and disposal of disaster-related debris including hazardous and other contaminated materials. Coordinates with waste haulers, transfer stations, landfill sites and other disposal facilities.
- Demolition: Ensures that appropriate policies, agreements, and procedures/guidelines are in place to facilitate the demolition of public and private structures considered unsafe for habitation or declared an imminent hazard.
- Disaster Assistance: Provides policies and procedures/guidelines for, and information concerning, federal, state, local, private and non-profit disaster assistance programs.

Forrest County Emergency Support Function #14 – Long Term Recovery Annex

- Documentation & Record Keeping: The scope of an extreme emergency calls for deliberate and comprehensive administrative controls. Eligibility for federal assistance is dependent on accurate documentation. Proper documentation with regard to such things as Damage Assessment, Grant Applications, and Costs must be provided to the appropriate entities. Records should be maintained on all aspects of the recovery effort. Figures and facts should be as accurate as possible and will support post-recovery audits. Original copies of records and reports should be retained in Forrest County; only copies should be sent forward to State and Federal agencies. Verification of claims is enhanced by photographic evidence and by individual identity verification using driver's licenses. Individual identity verification is of particular importance for disposition of food stamps, other benefits, and to control reentry operations.
- Donations Management: Provides for coordination of donations to disaster victims, including informing the general public, through the PIO, of specific items needed. Works with businesses, private non-profit organizations, churches, and private citizens to manage receipt, sorting, transport, and delivery of donated goods and services.
- Engineering/Construction: Provides technical advice and evaluations, engineering services, construction management and inspection and contracting services during the disaster recovery period.
- Environmental Services: Provides environmentally based, technical information and support for management of recovery activities. Includes assistance and advice on air quality, soil conditions, natural resources, weather, river levels, and advice on solid waste disposal and environmental permitting.
- Fatality Management: Some disasters may produce mass fatalities, which require a significant amount of management and resources. The County Coroner's Office is the lead agency for the collection, storage, and disposition of all human remains and their personal effects.
- Financial Management: Provides guidance and procedures/guidelines for disaster cost documentation and contingency funding for recovery activities including restoration of government services. Items of concern may include paying bills, meeting payrolls, and maintaining or establishing contractual relationships. Also assesses disaster impacts on municipal bonds and insurance, examines taxation issues such as property reassessment and coordination of cost recovery activities including grant applications for governmental entities.
- Human Resource Management: Provides for coordination of human resource support during disaster recovery activities. Includes assistance with staffing of the EOC and other coordination centers (e.g. phone banks.), coordination of county volunteers (including multi-lingual services), continuation of employee assistance and family contact/support programs and employee education regarding disaster reimbursement policies.
- Individual Assistance: Forrest County may assist State and Federal officials in the establishment of Disaster Recovery Centers (DRC). Such centers are the focal point for making federal assistance available to qualified individuals, families, and businesses. Assistance for qualifying individuals and families is provided through the Individual & Family Grant Program (IFGP); businesses may qualify for emergency funds from the Small Business Administration (SBA).

Forrest County Emergency Support Function #14 – Long Term Recovery Annex

- Infrastructure Management:
 - Repair / Restoration: Prioritizes essential public facilities and provides for coordination of personnel and resources necessary to make temporary or permanent repairs to them.
 - Relocation: Includes locating and leasing temporary office and storage space and the retrieval of needed resources from damaged buildings.
- Legal Program Management: Ensures all of the county's criminal and legal obligations are met. Provides legal guidance and assistance for disaster recovery activities. Includes assistance with preparation of disaster related declarations, rendering opinions regarding planned/proposed actions, and interpreting regulatory actions of other jurisdictions (e.g. state or federal).
- Mental Health/Counseling: Provides for social and psychological counseling for disaster victims, emergency service workers, and disaster recovery workers.
- Preservation of Records: Provides guidance, information and procedures/guidelines for the salvaging of damaged vital records and documents as well as the restoration of information and record systems.
- Public Assistance: Restoring damaged public property, and property owned by certain non-profit organizations, is within the scope of Public Assistance. When approved at the Federal level, such assistance can offset 75 percent of the cost of repair or replacement of a damaged facility or infrastructure asset, such as a road, bridge or sewer line. The State and local jurisdictions must provide the funds for the remaining 25 percent. After a "Presidential Declaration", disaster reports required to support receipt of Federal emergency funds are developed and provided to the State by survey teams comprised of: a Federal representative, a State representative, and a local representative. These disaster reports are forwarded by the State to FEMA.
- Public Information: Provides channels for educating the public on actions to take during the recovery period. Collects, controls, and disseminates public safety, public service and general assistance information. Minimizes the impact of misinformation, rumors, etc. Organizes "Town Hall" meetings. Coordinates within own agency staff, other agencies, the EOC, public information phone centers, and the media.
- Recovery Management: Provides for overall management of recovery activities. Develops strategic goals and policy directives to guide both short and long-term recovery. Keeps elected officials informed of the situation and provides advice on required decisions and appropriate actions. Ensures accurate public information is disseminated. Provides for the safety and welfare of the public and recovery personnel.
- Resource Management: Provides for coordination of the materials, personnel, equipment and facilities for disaster recovery activities.
- Rezoning and Land Use: Ensures ordinances, policies, and procedures/guidelines are in place to allow expeditious zoning and land use decisions following a disaster. Includes procedures/guidelines for building moratoria, fast track permitting, permit restrictions, fee waivers and coordination, and oversight of repairs to historic buildings.

Forrest County Emergency Support Function #14 – Long Term Recovery Annex

- Temporary and Long-Term Housing: Provides for relocation of citizens displaced by a disaster and ensures that housing is available throughout the recovery period.
 - Emergency housing: (Response) the housing of displaced persons for a short period of time.
 - Temporary housing: Refers to temporary quarters for displaced people to live until permanent housing can be found for them.
 - Long-term housing: permanent replacement housing.
 - Transportation: Provides transportation (road, rail, water, and air) for personnel, equipment, and supplies to perform disaster recovery activities. Includes maintenance and repair of transport vehicles. Also provides for public transport for dislocated citizens and for coordination of public transportation systems during recovery activities.
 - Utilities: Provides for the facilitation and coordination of efforts to fully restore utility services following a disaster. Includes phone, power, water, cable, and sanitation.
 - Volunteer Coordination: Provides for recruitment, training, registration, certification, assignment, and recognition of volunteers.
-

Organization

Mutual Aid Agreements

The Forrest County Emergency Management Agency will initiate mutual aid agreements upon request from municipal government(s) within the county to ensure request for assistance as dictated by the incident or disaster.

Statewide Mutual Aid Compact (SMAC)

County agencies or local government within Forrest County may request assistance after all resources locally have been depleted, through the Forrest County Emergency Management Director for the implementation of the SMAC.

Local Field Units/Teams

Based on the incident within the county, field units or local teams from key state agencies could be deployed to address unmet needs. These teams would coordinate their efforts through the Forrest County Emergency Manager. Personnel assigned key responsibilities for ESF #14 would include but not be limited to:

- MEMA - Assign a Public Assistance staff person to provide liaison between state and county/local governments.
- MDH - Mississippi Department of Health District staff to assist with health issues as a result of widespread health concerns caused by the incident or disaster.

Forrest County Emergency Support Function #14 – Long Term Recovery Annex

- MDA - Mississippi Development Authority/Community Involvement Division would provide field teams to assist in Forrest County with long-term rebuild/recovery projects under the CDBG grant program.
- MDHS - Mississippi Department of Human Services would provide field teams to ensure all human services program under long-term recovery efforts are addressed as dictated by the incident (i.e. replacement benefits, disaster food stamps).
- MDES - Mississippi Department of Employment Security would assist all displaced persons in affected areas with emergency unemployment benefits through mobilization of field teams.
- MDMH - Mississippi Department of Mental Health would provide continuous crisis counseling teams through federal crisis grant to assist with long-term mental health needs.

Emergency Management Assistance Compact (EMAC)

Should the requirement for additional assistance exceed the availability of resources within the State, Forrest County EMA Director through MEMA could receive assistance from outside the state to assist in the recovery process, as Mississippi is a member state of EMAC.

Administrative and Logistical Support

All participating ESF #14 agencies are expected to:

- Coordinate their support with ESF #14.
- Attend and support briefings and other coordination meetings, whether at the EOC or elsewhere.
- Maintain operational logs, messages, requests, and other appropriate documentation for future reference.
- Maintain their maps, displays, status reports, and other information not included in the ESF #5 operations.
- All agencies supporting ESF #14 will receive primary administrative support from their parent organization with additional support from Forrest County EMA as needed.
- All ESF #14 agencies understand that their financial management system, automated or otherwise, used to capture their incurred costs during an emergency, major disaster, or exercise must be in compliance with applicable agency, State, and Federal guidelines, rules, standards, and laws. This understanding is based on the knowledge that any reimbursement of incurred costs is subject to audit.
- All ESF #14 agencies should ensure that their financial management system, automated or otherwise, is used to capture their incurred costs during an emergency, major disaster, or exercise and must be in compliance with applicable agency, state, and federal guidelines, rules, standards, and laws. This understanding is based on the knowledge that any reimbursement of incurred costs is subject to audit.

Actions

Forrest County Emergency Support Function #14 – Long Term Recovery Annex

Preparedness

- Forrest County Emergency Manager should ensure that all county agencies with responsibility under ESF #14 fully understand their requirements to assist in the long-term recovery process.
- Ensure that the Standard Operating Procedures (SOP) are developed and maintained that outlines in greater detail the requirements to carry out long term recovery operations.
- Incorporate exercising ESF #14 as part of the county's annual exercise program.
- As appropriate, involve state, NGOs, and private-sector organizations in pre-event planning activities and training.
- Regularly update required contact list, resource matrix, facilities etc.

Pre-Incident

All local state agencies will provide an individual to the Forrest County EOC to ensure liaison requirements are carried out based on the requirements. The below items indicate other responsibilities that should be implemented as part of pre-incident tasks:

- Forrest County EMA should provide identification of early projects to be quickly implemented, especially those relating to critical facilities based on county and municipal plans.
- In collaboration with local government, assign local staff to work Preliminary Damage Assessment Teams, to help identify and document economic impact and losses in the incident affected area.
- Forrest EMA director should communicate with the SEOC to ensure requirements to leverage any state or federal assistance that could be potentially needed to assist in impacted area.
- Develop/coordinate mechanism and requirements for post-incident assessments, plans and activities that can be scaled or tailored to incidents of varying types and magnitudes.

Incident

Upon activation of ESF #14, the Forrest County Emergency Manager will initiate the following activities/responsibilities:

- Ensure adequate communications are established and maintained.
- Obtain the initial situation and damage assessment through established local teams.
- Coordinate the distribution of assets as needed.
- Maintain a complete log of actions taken, resource orders, records and reports.
- Ensure necessary information is forwarded to the ESF #5 lead for collection to the SEOC in helping to establish priorities.
- Ensure information is provided to ESF #15 for any needed press releases.

Forrest County Emergency Support Function #14 – Long Term Recovery Annex

Post Incident

The Forrest County EMA director would be required to carry out the following responsibilities as part of post-incident requirements:

- Prepare an after-action report that identifies key problems, possible resolutions on how they are to be solved, and makes recommendations for improving ESF response operations. All county agencies will participate in the input of this report and will be disseminated to key county officials, county agencies, NGOs, VOADs and MEMA.
- Gather information from state and local agencies to assess the scope and magnitude of the social and economic impacts on the affected area(s).
- Convene inter-departmental and inter-agency meetings to determine incident specific action plans to support specific community recovery and mitigation activities.
- Coordinate identification of appropriate state programs with MEMA to support implementation of long-term community recovery plans.
- Ensure recovery plan identifies gaps under current authorities and funding and identify through MEMA any possible new legislation needed to address program gaps. This would include necessary waivers, state and federal law compliance as well as measures to prohibit delay of assistance to recipients.

Responsibilities

Forrest County Board of Supervisors

- County Board President or member designated will be required to convene meetings pre- and post-incident to implement requirements of ESF #14.
- Serve as the lead within the county to ensure necessary proclamations and reports are developed and forwarded to MEMA.
- Assist and approve all public information correspondence or media releases.
- Ensure temporary, necessary ordinances or policies are drafted to ensure the safety of all citizens within Forrest County.

Mayors (Cities of Hattiesburg and Petal)

- Ensure policies and procedures are carried out as outlined in ESF #14.
- Serve as the key official within that municipality to ensure necessary requirements as identified are in place (equipment, facilities, etc.).
- Provide any necessary information required by EMA director to ensure public information releases and damage assessment reports are forwarded to SEOC.

Forrest County Emergency Support Function #14 – Long Term Recovery Annex

Forrest County Attorney

- Provide legal advice and interpretation for all policies, waivers, etc. for county needs as part of the long term recovery process to elected officials and the county EMA director.
- Work with the State Attorney General's office to ensure compliance of requirements under the Mississippi Emergency Management Law.
- Work citizen consumer complaints as identified by local government or the office of the EMA director.

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Forrest County Emergency Support Function #14 – Long Term Recovery Annex

Support Agencies Responsibilities

Agency	Functions
Forrest County Chamber of Commerce	• Work with county, municipal and senior elected officials to identify necessary vendors and contractors to facilitate local long-term restoration and recovery. • Coordinate through MDA/Community Division and county elected officials to assist with CDBG efforts for citizens in the affected areas. • Assist in the identification of sites for Emergency Group Homes and temporary trailer parks as necessary by Forrest EMA.
Public Utilities for Cities of Hattiesburg and Petal	• Lead organization to ensure restorations and resources needed are identified and carried out. • Identify needed resources from other utilities within the region to help in widespread county restorations and construction. • Work with ESF #3 coordinator to ensure that areas requiring needed debris removal and road clearance are identified.
Mississippi Volunteer Organizations Active in Disasters	• Assist applicants with temporary housing vouchers. • Identify additional resources or federal programs for persons affected by the incident/disaster.
Forrest County Sheriff's Office	• Serve as the lead law enforcement agency to assure public safety, necessary curfews, crowd control and traffic control points are manned and implemented during periods of no-entry. • Work ESF #14 needs as identified by Forrest County EMA Director.
City of Hattiesburg Housing Authority	• Provide housing assistance and needed resources to persons through rental /leases, purchases (based on availability). • Serve as the local liaison for HUD/USDA applicants affected by disaster/incident. • Assist citizens with locating and providing housing through the federal housing procurement process (i.e. MS Home Corporation).
Forrest County Sheriff's Office	• Serve as the lead law enforcement agency to ensure public safety, necessary curfews, crowd control and traffic control points are manned and implemented. • Work with ESF #13 at state to provide needed assistance.
	• Provide teams to work road clearance and debris removal. • Initial damage assessment. • Distribute supplies and resources within the county.

Forrest County Emergency Support Function #14 – Long Term Recovery Annex

ESF Review and Maintenance

Forrest County Emergency Management will coordinate the biennial revision of this ESF with the Coordinator. The Coordinator will be responsible for obtaining input from the Primary and all Support Agencies. Other unscheduled reviews and revisions may be made after implementation of the plan or because of changes in laws or regulations. Recommendations for changes will be submitted to Emergency Management for approval, publication, and distribution.

Forrest County Emergency Support Function #15 - External Affairs Annex

ESF #15 Coordinator

Forrest County Emergency Management
Agency

Primary Agencies

Forrest County Emergency Management
Agency
Public Information Officer (County
Appointed)

Support Agencies

WDAM TV
WHLT TV
Hattiesburg American
Radio Stations
Clear Channel Radio- WORV
WBBN, WKZW, WXRR, WKNZ

State Primary Agencies

Mississippi Department of Agriculture and
Commerce
Mississippi Department of Corrections

Mississippi Department of Education
Mississippi Department of Employment
Security
Mississippi Department of
Environmental Quality
Mississippi Department of Finance and
Administration
Mississippi Department of Health
Mississippi Department of Human
Services
Mississippi Department of Medicaid
Mississippi Department of Mental
Health
Mississippi Department of Public Safety
Mississippi Department of
Transportation
Mississippi Development Authority
Mississippi Gaming Commission
Mississippi Insurance Department
Mississippi Office of Attorney General
Office of the Governor
Mississippi Military Department
Mississippi Public Broadcasting

Purpose

The purpose of this ESF is to provide for the effective collection, control, and dissemination of emergency public information, and for the minimization of confusion, misinformation, and rumors during times of emergency. Long term public educational efforts related to hazard awareness are also outlined in this annex.

Scope

- The Forrest County PIO, or designee by elected official, along with any additional local agency/department or non-profit organization's PIO support, will implement a public information program, which includes planning and directing public awareness campaigns for such items as severe weather, hurricanes, flooding and tornadoes.
- Forrest County ESF #15, working with the MEMA PIO, will publicize response activities that directly benefit the affected communities in Forrest County. Such activities will include: shelter and feeding locations, road closure information, boil water notices, school closings, health and mental health information, environmental hazards or any other type of information that may be required to assist citizens during an emergency.
- Forrest County ESF #15, working in consultation with the MEMA PIO, will respond to reporter/public inquiries for damage assessments and will publicize any disaster declarations.

Relationship to the Whole Community

Individuals/Community Organizations

The public, both individuals and community organizations, have an important role in assisting with rapid dissemination of information, identifying unmet needs, and mutual support.

Local, State, Tribal, and Area Governments

Counties, municipalities and area authorities retain the primary responsibility for communicating health and safety instructions for their population. Nothing in this annex limits the authority of these authorities to release information regarding an incident under their jurisdiction, particularly if it involves immediate health and safety issues. In the unlikely event that counties, municipalities and area governments are unable to perform these responsibilities, the State may provide vital operational health and safety information to the affected population. Nothing in this document should be construed as diminishing or usurping those responsibilities.

Private Sector/Nongovernmental Organizations

The private sector is a component of external affairs. Coordinated communication and collaboration with the private sector supports effective incident response by integrating private sector capabilities and information into response operations. Information must be coordinated across various levels of government to identify needs, convey resources available for business recovery, and facilitate collaborative support for support for economic recovery. Information must be disseminated about response and other important information to the private sector through public outreach and education methods, such as media campaigns, workshops, roundtables, and trainings.

Core Capabilities and Actions

ESF Role Aligned to Core Capabilities

The following table lists the Response core capability that ESF #15 most directly supports, along with the particular ESF #15 actions related to that core capability. Though not listed in the table, all ESFs support the core capabilities of Planning and Operational Coordination. **The actions listed beside each core capability in this table apply to local, state, tribal, federal and NGOs.**

Forrest County Emergency Support Function #15 - External Affairs Annex

Core Capability	ESF #15 – External Affairs
Public Information and Warning	External Affairs • Provides accurate, coordinated, and timely information to affected audiences. • Provides communications support and advice to the leaders during an incident. • Conducts communications planning. Public Affairs • Coordinates messages with local, state, tribal and area Federal governments from a National Joint Information Center (NJIC). • Gathers information on the incident. • Provides incident-related information through the media and other sources in accessible formats and multiple languages to individuals, households, businesses, and industries directly or indirectly affected by the incident, including those with disabilities and others with access and functional needs. • Monitors news coverage to ensure that accurate information is disseminated. • Disseminates incident information to new media (official Web sites, social networking platforms) to ensure wide delivery of life saving information. • Maximizes the use of video and digital imagery to communicate during incidents. • Handles appropriate special projects, such as news conferences and press operations, for incident area tours by government officials and dignitaries. • Provides basic services, such as communications and supplies, to assist the news media in disseminating information to the public. • Oversees media relations. • Ensures effective communication of incident information to individuals with disabilities and others with access and functional needs through the use of appropriate auxiliary aids and services, such as sign language and other interpreters; captioning of audio and visual materials; and accessible Web site communications.

	Community Relations • Conducts outreach to the whole community, including limited English proficiency populations and those with disabilities and others with access and functional needs. Disseminates critical information to survivors and affected communities on available disaster assistance programs and other relevant recovery information. • Coordinates closely with the affected state(s) to identify community leaders (e.g., grassroots, political, religious, educational, business, labor, ethnic, and racial) and neighborhood advocacy groups to assist in the rapid dissemination of information, identify unmet needs, establish an ongoing dialogue and information exchange, and facilitate collaborative local, state, tribal, territorial, insular area, or Federal planning and mutual support for disaster response. Prepares an initial action plan to support Unified Coordination Group with incident-specific guidance and objectives. Develops and disseminates reports to key decision makers to provide situational awareness and share critical, actionable information gathered from the field. • Serves as the primary liaison between the Federal response operations and the community. Engages with community through door-to-door outreach, public meetings, and other external affairs activities. • Conducts assess, inform, and report (AIR) activities to improve situational awareness. Congressional Affairs • Prepares an initial congressional affairs action plan to support the Unified Coordination staff with incident specific guidance and objectives. • Establishes contact with congressional offices representing affected areas to provide information on the incident.
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Forrest County Emergency Support Function #15 - External Affairs Annex

	• Coordinates with Congressional Affairs staff from all federal agencies involved in the response to ensure consistency and transparency in communicating with members of Congress. • Organizes Congressional briefings. • Arranges for incident site visits for members of Congress and their staffs. • Responds to congressional inquiries. • Assists in the development of written materials for presentations and making congressional notifications. Intergovernmental Affairs • Promotes Federal interaction and implements information sharing with local, state, tribal and area governments. • Informs local, state, tribal, territorial, and insular area elected and appointed officials on response efforts and recovery programs. • Disseminates information with the assistance of state municipal leagues, county associations, and tribal governments. • Promotes Federal interaction with tribal governments on all aspects of incident response operations. • Ensures inclusion of tribes in all aspects of incidents and incident response operations, if necessary. Joint Information Center • Serves as a central point for coordination of incident information, public affairs activities, and media access to information regarding the latest developments. ○ Incident JIC: Is the physical location where all public affairs professionals involved in the response work together to provide critical emergency information, media response, and public affairs functions. ○ Virtual JIC: Links all participants through technological means (secure or non-secure) when
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Forrest County Emergency Support Function #15 - External Affairs Annex

	geographical restrictions, incident management requirements, and other limitations preclude physical attendance by public affairs leadership at a central location. ○ Satellite JIC: Is a forward-deployed component of an incident JIC. ○ Area JIC: Multiple JICs may be used when there are multiple Joint Field Offices (JFOs) to support the area command Unified Coordination structure and whenever multiple JICs are operating Plans and Products • Educates the public in the aftermath of an incident through news advisories, press releases, prepared materials, fliers, and talking points. • Develops new media products for dissemination, such as blog posts, messages for social media, update messages, video, and digital imagery. Private Sector • Provides strategic counsel and guidance to response leadership in actual or potential incidents. • Conducts outreach and education. • Promotes operational integration with the impacted private sector entity to support local economic response and recovery. • Supports situational awareness by engaging the private sector in information sharing efforts.
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Policies

- Forrest County will endeavor to release timely and accurate emergency information to the public concerning emergency preparedness, response and recovery.
- Life-safety information and instructions to the public have first priority for release.
- Mission assignments to departments or jurisdictions for public affairs should be agreed upon by those entities prior to an actual emergency or disaster.

Forrest County Emergency Support Function #15 - External Affairs Annex

- Forrest County and its incorporated cities and towns are entitled to release information concerning their emergency actions. Any releases prepared by the EOC, city, or town which quote or mention another jurisdiction should be coordinated with the respective jurisdiction before being released.
- This annex is effective upon approval.
- All appropriate governmental and volunteer agency resources should be used as available.
- All services should be provided without regard to economic status or racial, religious, political, ethnic, or other affiliation.
- Forrest County's response during incidents, emergencies, or disasters is based on the availability of resources. If the response requirements go beyond local capabilities, mutual aid, state, and/or federal assistance should be requested.
- All requests from appropriate local jurisdictions to the state for medical and public health assistance should be assumed to be valid.
- All organizations are responsible for the development and maintenance of their own internal operating and notification procedures. No part of this annex is intended to supplant agency SOG/SOPs.
- All organizations are responsible for filling any important vacancies; recalling personnel from leave, if appropriate; and, alerting those who are absent due to other duties or assignments.
- Personnel designated as on-scene responders or representatives to the EOC should make prior arrangements to ensure that their families are provided for in the event of an emergency, so to ensure a prompt, worry-free response and subsequent duty.

Concept of Operations

Assumptions

- Emergencies and disasters may occur without warning at any time of day or night, and may cause mass casualties.
- A public education and information program will help save lives and property during emergencies and disasters if the public knows how to prepare for them.
- In an emergency situation, the public will demand information about the emergency and the protective actions to be taken.
- Local print and broadcast media will cooperate in broadcasting, publishing, and posting on the web detailed disaster-related instructions to the public.
- Normal means of communications in the affected areas may be either destroyed or largely incapacitated; therefore, only limited and incomplete information is anticipated from the disaster area until communications can be restored.

Forrest County Emergency Support Function #15 - External Affairs Annex

- Responding agencies will provide information to reduce public concerns about the incident and response activities.
- Sufficient trained support personnel will be available to help coordinate public information and interface with the media and other agencies.
- Demands for information from media outside the jurisdiction will be significantly increased in a disaster.
- State-level news releases should be coordinated with the designated County PIO and not conflict with local-level releases.
- Rumor control procedures directed by the designated County PIO should prevent incorrect information from affecting emergency response activities.
- The EOC PIO maintains listings of media contacts and Emergency Alert System (EAS) networks and relies on those contacts and networks for the dissemination of Emergency Public Information.
- During a county-wide or large disaster, a Joint Information Center (JIC) may be established to coordinate the dissemination of information about all county, state and federal disaster response and recovery programs.
- Information is one of the first casualties of a disaster. Rumors often abound and information is usually sketchy at best. It may be hours before officials know the facts. The lack of information or contradictory information may cause confusion. The public may accept as valid rumors, hearsay and inaccurate information which may cause unnecessary fear and confusion.

General

- Forrest County Emergency Management Agency has the primary responsibility for disseminating information affecting their localities. This information will also be provided to MEMA in order to establish a consolidated report for release to the news media statewide.
- Emergency information efforts will focus on specific event-related information. This information will generally be of an instructional nature focusing on such things as warning, evacuation, and shelter. It is also important to keep the public informed of the general progress of events. A special effort will be made to report positive information regarding emergency response in order to reassure the community that the situation is under control.
- Rumor control will be a major aspect of the informational program. Along with this will be the use of public feedback as a measure of the program's effectiveness. Educational efforts will be directed toward increasing public awareness about potential hazards and how people can deal with them. All information and education efforts will rely heavily on the cooperation of commercial media organizations.
- The Forrest County Emergency Management Agency maintains a daily public information awareness program and has designated one or two individuals to serve as its official Public Information Officer(s) or disaster spokesperson(s).
- The majority of the information that ESF #15 will disseminate to the public through the media will come from the PIO via situation reports, county news releases, and one-on-one contact with other

Forrest County Emergency Support Function #15 - External Affairs Annex

ESFs. Situation report information will be double-checked by ESF #15 staff before it is released to the media and publicized; EOC staff should not quote situation reports to the media.

- ESF #15 will publicize, through the media and other means, response activities that directly benefit affected communities. Response activities that would be publicized include location of shelters and feeding stations, location of comfort stations, boil water orders, road closure information, school and office closing information, and environmental hazards.

Organization

Lead Public Information Officer

The Forrest County Public Information Officer will oversee the information flow to the media/public by coordinating all PIO activity.

County EOC

The Forrest County Emergency Operations Center (EOC) will serve as the centralized point for all information to be released to the public concerning the disaster along with decisions, suggestions, and instructions.

Administrative and Logistical Support

All participating ESF #15 agencies are expected to:

- Coordinate their support with ESF #15.
- Attend and support briefings and other coordination meetings, whether at the EOC or elsewhere.
- Maintain operational logs, messages, requests, and other appropriate documentation for future reference.
- Maintain their maps, displays, status reports, and other information not included in the ESF #5 operations.
- All agencies supporting ESF #15 will receive primary administrative support from their parent organization with additional support from Forrest County EMA as needed.
- All ESF #15 agencies understand that their financial management system, automated or otherwise, used to capture their incurred costs during an emergency, major disaster, or exercise must be in compliance with applicable agency, State, and Federal guidelines, rules, standards, and laws. This understanding is based on the knowledge that any reimbursement of incurred costs is subject to audit.
- All ESF #15 agencies should ensure that their financial management system, automated or otherwise, is used to capture their incurred costs during an emergency, major disaster, or exercise and must be in compliance with applicable agency, state, and federal guidelines, rules, standards, and laws. This understanding is based on the knowledge that any reimbursement of incurred costs is subject to audit.

Actions

Preparedness

- Develop and maintain a public information and educational program.
- Appoint and ensure proper training of PIO.
- Develop and maintain a working relationship with the media.
- Develop and maintain a current list of radio stations, television stations and newspapers to be used for public information releases (Appendix 1).
- Develop Standard Operating Guides (SOGs) and checklists in conjunction with the support agencies for this ESF.

Pre-Incident

- Determine the level of response required by ESF #15 to respond to the event.
- Staff ESF #15 as needed in the Forrest County EOC.
- Mobilize resources and coordinate response.
- Brief media spokesperson.

Incident

- Provide updates to the news media concerning disaster conditions and actions taken pursuant to those conditions.
- Coordinate rumor control.
- Schedule news conferences.

Recovery

- Provide public information.
- Compile record of events.
- Assess effectiveness of information and education programs.

Post-Incident

- Coordinate with MSVOAD personnel to determine what volunteer goods and services are most needed in the disaster area.

Forrest County Emergency Support Function #15 - External Affairs Annex

- Prepare an after action report to identify lessons learned, issues and recommendations for resolutions to be forwarded to Forrest County Emergency Manager.

Responsibilities

Forrest County Emergency Management

- Develop and maintain a public information and educational program.
- Maintain a working relationship with the media.
- Appoint a public information officer to disseminate the information.
- Provide concerned citizens with official public information and disaster awareness brochures prior to emergencies.
- Designate a briefing room for media representatives within the EOC or other designated location, and provide news releases to mass media to insure accurate reports and consistent information flow.
- Publicize the telephone number where the public can obtain official disaster information.
- Develop an SOG and checklist in conjunction with the support agencies for this ESF.
- Provide MEMA with periodic updates of the disaster situation.

Public Information Officer (PIO) [Appointed by County Government]

- Direct all emergency public information efforts during actual disasters and provide news releases to the media.
- Check all print media for accuracy of reports.
- Maintain close working relationships and working agreements with a current list of radio stations, television stations and newspapers to be used for public information releases (Attachment 1).
- Obtain all disaster information from EOC officials.
- Receive, compile, and prepare authoritative information with other local governmental agencies.
- Coordinate the release of disaster-related information with other agencies and departments to include MEMA.
- Provide a rumor control function to stop inaccurate information from wide circulation.

Support Agencies Responsibilities

Agency	Functions
Local Media (TV Stations, Radio Stations, Newspapers)	• Provide coverage of emergency management activities • Work with Emergency Management on educational programs • Check accuracy of information with Emergency Management

Forrest County Emergency Support Function #15 - External Affairs Annex

ESF #15 Reviews and Maintenance

It is the responsibility of Forrest County Emergency Management, in conjunction with the PIO, to coordinate with all support agencies to review this ESF annex biennially. Recommendations for change will be submitted to the Forrest County Emergency Manager for approval, publication, and distribution to all plan holders.

Appendices

Appendix 1 – Forrest County Media Listing and Contacts

Appendix 2 – Forrest County Public Information Officer Checklist

Appendix 1

Forrest County Media Listing and Contacts

	Newspapers	• Hattiesburg American
	Radio Stations	• Clear Channel Radio Stations, WORV, WBBN, WKZW, WXRR, WKNZ
	Television Stations	• WDAM, WHLT
	Social Media	• The Emergency Management District, City of Hattiesburg, City of Petal

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Appendix 2

Forrest County Public Information Officer Checklist

Mitigation Phase

- ☐ Stay current or familiar with the latest techniques for emergency management information.
- ☐ Meet regularly with members of the media to foster a close working relationship.
- ☐ Conduct public education and media programs as needed.

Preparedness Phase

- ☐ Maintain close liaison with local, state, and federal PIOs as well as the media to enhance public preparedness and awareness prior to an emergency, and to facilitate dissemination of actual incident information.
- ☐ Participate in emergency drills and exercises to test plans for effective and consistent information release.
- ☐ Attend PIO conferences and training sessions.
- ☐ Compile and prepare emergency information for the public in case of emergency.
- ☐ Coordinate public education/awareness campaigns with the EMA office.

Response Phase

- ☐ Reports to the EOC, upon activation.
- ☐ Contacts the media and informs them about the emergency.
- ☐ Serves as an official Forrest County spokesperson and the sole source for dissemination of official emergency related materials to the public. *Remind agency heads to clear all releases through you.*
- ☐ Activates the Public Information web site and regularly updates it with the latest information.
- ☐ Coordinates all public announcements with the Incident Commander.
- ☐ Issues news media releases from the EOC, or, if activated, establishes and coordinates all actions at the Joint Information Center (JIC).
- ☐ Provides for briefings with the participation of the EMA and other involved officials.
- ☐ Insures that the JIC has the most current information.
- ☐ Verifies the authenticity of incoming information.
- ☐ Verifies that duplicate or contradictory releases are not being made.
- ☐ Takes action to maintain control of rumors.
- ☐ Coordinates with the American Red Cross to establish a single point of contact for the public to obtain information concerning missing relatives.
- ☐ Public Information Officers should provide news releases that emphasize the following:
 - A clear identification of the affected area
 - Timely, accurate and easily understood information on the situation.
 - Recommended or ordered protective actions.
 - Descriptions of local, State and Federal response to the emergency.
 - Identification of stations and times for information updates.
 - At the end of an emergency situation, request that broadcast media announce the end of the emergency at regular intervals to ensure complete dissemination to the public.
- ☐ After an emergency is terminated, continue to provide information to the media concerning recovery operations
- ☐ Maintains current files and accurate records of all information released to the public and media which should include, but not be limited to:

Forrest County Emergency Support Function #15 - External Affairs Annex

- Name, agency, and phone number of the release initiator.
- Text, tape, or video of the news release.
- Substantiating information for the release.
- Date and time information received.
- Date and time information released.
- How and to whom the news release was issued.

Recovery Phase

- ☐ Maintain status board.
- ☐ Continue to brief the media about continuing developments.
- ☐ Critique the public information response to the emergency with the media, DESC and agency heads.
- ☐ Incorporate appropriate recommendations to revise the plan.
- ☐ Release available statistics on disaster damage, injuries and fatalities.
- ☐ Inform the public on available assistance - and the location of shelters and disaster assistance centers.
- ☐ Provide the media information on the progress of recovery efforts.

AIRCRAFT ACCIDENT RESPONSE PLAN



CH-47D Chinook



AH-64D Longbow Apache



UH-60L Black Hawk



RAH-66 Comanche



OH-58D Kiowa Warrior



UH-1H Huey (Iroquois)



AH-1 Cobra

Prepared by:

THE EMERGENCY MANAGEMENT DISTRICT
4080 US HWY 11
HATTIESBURG, MS 39402

INTRODUCTION

The purpose of this emergency response plan SOP is to establish an efficient, reliable, and fast procedure to provide support to local Emergency Response Agencies in the event of an Aircraft Accident in our area.

This SOP may be implemented in times of emergency, disaster, or individual incident involving Aircraft.

This SOP supersedes any Aircraft Accident Plan/SOP dated prior to this date.

Glen Moore, Executive Director

Date

AIRCRAFT ACCIDENT SOP

PURPOSE

This response plan is designed to provide emergency responders with the minimum information necessary to respond to an aviation mishap. Individual agencies are encouraged to customize the plan as needed. Remember time is an extremely critical factor in responding to an emergency situation. Immediate positive action is necessary; delay may effect someone's survival.

CONCEPT OF OPERATIONS

Aircraft wreckage sites can be hazardous for many reasons other than adverse terrain or climatic conditions. Personnel involved in the recovery, examination, and documentation of wreckage may be exposed to physical hazards posed by such things as hazardous cargo, flammable and toxic fluids, sharp or heavier objects, and disease. It's important to exercise good judgment, utilize available protective devices and clothing and use extreme caution when working in the wreckage. Do not exceed your physical limitations.

Treat the area like a crime scene. Arrange for security at the accident scene. Determine if Hazardous Materials are on the aircraft and request special assistance if necessary. Wreckage and cargo should not be disturbed or moved except to the extent necessary.

911 CALL REPORT OF AIRCRAFT ACCIDENT:

Notify the following:

***** Flight Service Station - 1-800-992-7423**
FSS Supervisor - 1-703-724-4288

_____ **Police**

***Hbg – 601-545-4910 (Centralized Dispatch)**
***Petal –601- 544-5331**

_____ **Sheriff**

*** Forrest County Sheriff – 601-544-7800**

_____ **Fire**

***HBG – 601-545-4910 (Centralized Dispatch)**
***Petal – 601-544-5331**
***FC Vol Fire 601- 544-7800 (Sheriff's Office)**

_____ **Ambulance**

***AAA Ambulance (601-264-3404)**

_____ **Emergency Management**

***Forrest Co EM – 601-544-5911**

_____ **Coroner**

***Butch Benedict – (off. 601-5821571 or
FCSO 601--544-7800 © 601-270-6116)**

_____ **Hospital**

***Forrest General Hospital - ER – 601-288-2100**
***Wesley Medical – ER – 601-268-8193**

_____ **FAA (call first)**

***Regional Communication Center 1-404-305-5180
24/7/365 yearly**

_____ **Lockheed Martin Flight Services (24/7/365)**

1-800-992-7433 or 1-877-487-6867 (call 2nd)
New Orleans Watch Supervisor 1-281-230-5551

_____ **Mississippi Flight Standards District Office**

Office 601-664-9800 Fax 601-664-9910

_____ **Military Facility (if military aircraft)**

*** Camp Shelby – Directorate –601- 558-2491**

* Camp Shelby – Operations – 601-558-2768
* Camp Shelby – Security –601- 558-2448

_____ MEMA <Ms Emergency Management Agency>
(1-800-222-6362 emergency# or 601-933-6362)

**PROVIDE THE FOLLOWING INFORMATION: (this info will be requested by
FAA <Federal Aviation Agency> & FSDO <Flight Standards District Office>)**

✈ **“N” Number of the Aircraft** (located on the tail of the plane) _____

✈ **Location of the Accident**

✈ **Local contact number** (for directions or further info)

✈ **Aircraft type** (single engine, multi-engine, fixed wing, rotor, model) _____

✈ **Number of injuries**

✈ **Number of fatalities**

✈ **Time accident was discovered and or reported**

CRASH SITE PROCEDURES:

- ☒ Secure the area and keep spectators out
- ☒ Establish entrance and exit routes for Emergency Vehicles
- ☒ Rescue any injured
- ☒ Establish “No Smoking” zone
- ☒ Prevent handling or disturbance of wreckage (to include small pieces that may be scattered away from the aircraft)

- ☒ Do Not disturb instruments or throttle position
- ☒ Switch off battery power (if this can be done safely – and note that this was done...battery switch is usually located within the pilot's reach – on the left bottom side of the instrument panel or the left bulkhead of the aircraft)
- ☒ Secure any items recovered for protective purposes such as: log books, certificates, mail, manuals, or other documents found.
- ☒ Do NOT allow owner/operator of aircraft into the site.
- ☒ Be aware of HAZMAT safety procedures
 - Fuel spillage / Fire Hazard
 - BIO Hazard (use breathing protection and gloves that protect from pathogens)
- ☒ Locate ELT (Emergency locator transmitter) and turn off.
- ☒ Identify any witnesses and obtain statement and their names, addresses and contact numbers.
- ☒ Note direction of impact
- ☒ Note weather conditions
- ☒ Follow FAA Directions and notate name and badge / ID number of FAA Official

RESCUE PROCEDURES

- ☒ Use caution in approaching wreckage by vehicle, particularly if the approach is along the crash path as:
 - Survivors may have been thrown out.
 - Valuable evidence could be destroyed
 - Fuel spillage may ignite
- ☒ Render First Aid to survivors until you are relieved by medical personnel
- ☒ If there is a post-crash fire or indications of the possibility of fire or explosion move survivors a safe distance away
- ☒ Verify that medical aid has been requested and is in route

- 🚒 If passengers are trapped inside, try to rescue them through an escape hatch or larger aircraft or main door on smaller aircraft
- 🚒 Many aircraft carry fire extinguishers and first aid kits that may be available for use.

RECOVERY OF BODIES

- 🚒 With FAA approval bodies may be removed. However, detailed pictures and drawings must be completed to document the site before any disturbance is made.
- 🚒 Note which body was where to identify pilot and co-pilot. (normally left seat is pilots)
- 🚒 Determine how bodies will be handled, identified, and stored. (Coroner will guide)
- 🚒 Alert Coroner NOT to embalm any bodies. FAA will provide a TOX-BOX for pathological and toxicological test.

GENERAL INFORMATION

- 📋 Determine land ownership and access to crash site.
- 📋 Determine resources needed for recovery, access, and clean up
- 📋 Establish Incident Command Structure
- 📋 Establish staging areas for responders
- 📋 Establish triage for injured
- 📋 Designate commo channel for responders
- 📋 Designate area for family to be briefed
- 📋 Alert CISM team for assistance

SITE SECURITY

- 🚧 Establish a limited access perimeter around the site.
- 🚧 Determine access points to the site

🚒 Site is to be secured as a crime scene until released by FAA or NTSB

MEDIA RELATIONS:

- 🚒 Do NOT release names of victims to News Media
- 🚒 Release only:
 - Type of Aircraft
 - "N" Aircraft number
 - Number of people involved
- 🚒 Assign a Media staging area (JIC – joint information center)
- 🚒 Designate a PIO

MILITARY AIRCRAFT

- | Notify nearest military facility
- | Contact FAA
 - [1-800-992-7423](tel:1-800-992-7423)
 - [Washington Supervisor 1-703-724-4288](tel:1-703-724-4288)
- | Establish security zone
- | Be aware of presence of explosives (ordnance or ejection seats, etc.)
- | Do NOT raise, move, or tamper with armrest as they may activate ejection seats and can be extremely dangerous.
- | Orange and yellow markings on the outside designate escape hatches.
- | Secure area
- | Be prepared to turn incident over to military unless civilian aircraft involved in accident or if civilian injuries or property involved.
 - [Camp Shelby Switch Board](tel:601-558-2000) [601-558-2000](tel:601-558-2000)
 - [MEDEVAC](tel:601-558-2256) [601-558-2256](tel:601-558-2256)
 - [Range Control](tel:601-558-2706) [601-558-2706](tel:601-558-2706)

HAZARDS OF AIRCRAFT CRASH

- ◇ Fuel spillage may ignite
- ◇ Oxygen bottles may explode
- ◇ Fire extinguisher may explode
- ◇ Hazardous materials may be present
- ◇ Bio Hazards (pathogens) may be present (use PPE)
- ◇ Composite materials in aircraft can cause an extremely dangerous breathing hazard (use breathing protection when approaching wreckage)
- ◇ Military aircraft have explosive charges in ejection seats and may have live ordinance.
- ◇ Do NOT move the propeller the slightest movement CAN cause the engine to start.
- ◇ Turn off Battery switch (usually located on left bottom side of the instrument panel or left bulk head, avoid moving any other switch and **record that the battery switch was turned off.**
- ◇ Aircraft used for agricultural applications may contain hazardous materials. Use PPE for rescue. (Notify MEMA for DEQ notification)

AIRCRAFT ACCIDENTS ARE NOT COMMON IN OUR AREA HOWEVER, THEY CAN AND DO OCCUR. WE ARE IN AN AREA OF MAJOR COMMERCIAL AND MILITARY TRAFFIC PATHS. IF YOU ARE THE FIRST ON SITE AT AN AIRCRAFT ACCIDENT REMEMBER THE DANGERS PRESENT.

YOUR GOAL SHOULD BE RESCUE, ADVISE AND GUARD UNTIL OTHER AUTHORITIES ARRIVE.

Contact FAA

Call FAA toll-free 24 hours a day at 1-866-TELL-FAA (1-866-835-5322)

Call Flight Service Station – 1-800-992-7433

Consumer Hotline – ask questions about FAA-monitored consumer issues

Hazardous Materials – report specific violations

Whistleblower Hotline – aviation industry employees can report information relating to air carrier safety or participate in other protection activities

Report

Maintenance improprieties

Low-flying aircraft

Aircraft incidents

Federal Aviation Regulation (FAR) violations

Call Aviation Consumer Protection at (202) 366-2220 to:

Report a concern about airline service including:

Lost baggage

Ticketing

Denied boarding

Visit the Department of Transportation [Air Travel Service Problems](#) webpage

Flight Standards District Offices (FSDO)

[Contact your local FSDO](#) for information on:

Accident investigations

Air carrier certification and operations

Aircraft maintenance

Aircraft operational issues

Aircraft permits

Airmen certification (licensing) for pilots, mechanics, repairmen, dispatchers, and parachute riggers

Certification and modification issues

Enforcement and investigation issues

Low-flying aircraft

Call Transportation Security Administration toll-free (866) 289-9673 to:

Report specific violations and concerns about security.

Visit the Transportation Security Administration [Transportation Security and Baggage Screeners Concerns](#) webpage

Freedom of Information Act (FOIA) Requests

[How to Make a Request](#)
[Headquarters FOIA Office](#)
[Region and Center FOIA Offices](#)
[Documents and Publications](#)

For More Information:

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To search for answers or to ask a question of your own, visit our [Frequently Asked Questions](#).

To submit comments or questions about the website, [email us](#).

FAA Headquarters

Federal Aviation Administration
800 Independence Ave, SW
Washington, DC 20591

Mississippi Flight Standards District Office (FSDO)

100 West Cross Street
Suite C
Jackson, Mississippi 39208

Phone: (601) 664-9800 Fax: (601) 664-9910

Office Hours: 8:00 a.m. to 4:30 p.m., Central Time, Monday – Friday
Office visits by appointment only

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Road Clearing and Initial Damage Assessment Procedures



**The Emergency Management District
4080 US Hwy 11
Hattiesburg, MS 39402**

Rev. 2022

ROAD CLEARING AND DAMAGE ASSESSMENT SOP

PURPOSE: This SOP provides and establishes protocol for Damage Assessment and Road Clearing after a storm has impacted an area.

SITUATION: In the event that Emergency Response Agencies are called upon to assist in damage assessment and road clearing due to an emergency situation in a storm damaged area.

CONCEPT OF OPERATIONS Upon notification of requested assistance from lead agency, Fire Departments shall be requested to provide the following support:

A. PROCEDURES

1- Each Fire Department in the affected area will be requested by radio to assist in determining the extent of damage in their District.

2- Roads within the Fire Department's District have been prioritized to provide general access to the area. These roads should be SURVEYED FIRST:

A. STATE HIGHWAYS -1st Priority

B. MAJOR COUNTY RDS (color coded on the map) 2nd Priority

C. OTHER COUNTY RDS - next

*This procedure will provide a systematic process to Damage Assessment and Road Clearing.

3- As the initial (windshield) surveys are made--field units should report to their Fire Stations the results of their surveys via radio. The Chief or his/her designated representative should report the following damage information to the EOC via phone (if possible) or by radio if phones are not operational or available:

WINDSHIELD SURVEY REPORT SHOULD INCLUDE:

- 1- Damage location (street/road and house number)
- 2- Damage type (tree-house-roof-power lines etc.)
- 3- Damage severity (destroyed - major - minor)

4- The EOC will log reports and disseminate the information to Response Agencies that may be called upon for assistance. (i.e. County Road Manager, Sheriff Dept, Emergency Medical, etc.)

B. ROAD CLEARING

1- Once the damage has been assessed - Road clearing procedures should be implemented in the order as is stated in A-2. Priorities assigned to roads on the map will be the order to begin the clearing process. This system will allow the general area of each community to have emergency services access and provide an orderly system of maintaining accurate information of the effected area.

2- County Road Crew will be dispatched by contact with District Foreman. EOC personnel will contact District Foreman and report location of debris or problem.

3- In certain areas, Volunteer Fire Departments assist in debris clearing and posting emergency personnel to alert traffic of the hazard. In these

areas the EOC will coordinate the clearing work between the county crews and firemen.

4- It is essential that all road hazards (i.e. trees, power lines, etc.) be reported to the EOC. In the event the EOC is not activated, these reports should be made to the Sheriff's Dispatch who will dispatch the appropriate personnel.

5- Safety should be the primary concern of all. When hazards to the motorist's public are identified a vehicle should be positioned with Emergency Lights to warn of the hazard but safely off the road to prevent injury to the firemen from traffic on the road.

6- As a road is cleared-- field units should report to their Fire Dispatch that clearing is complete. The Chief or his/her designated representative should contact the EOC with a clear report. In the event the County work crew performs the clearing, it should be reported directly to the EOC via County Admin Channel.

7- Mutual Aid to other Fire Districts should be coordinated through the EOC to maintain accurate resource management. This allows a central office the ability to access the available resources and provide the necessary information to request State assistance if and when it is needed.

C. FLOOD DAMAGE

1- Roads that are closed due to Flooding should be reported to the EOC and blocked to prevent traffic from entering or crossing the flooded area.

2- Structure Flooding should be reported to the EOC with the address of the flooded property. Knowing the water level in the structure will greatly affect the outcome of the damage assessment process. Many times after the water recedes, no watermark is visible and damage assessment is difficult.

3- After the floodwaters recedes - report when roads are opened and when traffic can safely resume travel.

****NOTE: SAFETY IS A PRIMARY CONCERN FOR ALL EMERGENCY RESPONSE OPERATIONS. WHEN BLOCKING A ROAD OR DIRECTING TRAFFIC BE SURE REFLECTIVE CLOTHING IS WORN, EMERGENCY LIGHTING IS USED AND A GOOD LINE OF SIGHT IS PROVIDED FOR THE APPROACHING TRAFFIC.**

Emergency Operation Center

"EOC"

Standard Operating Procedures "SOP"

The Emergency Management District

Rev. 2022

EOC ACTIVATION

DUTY ASSIGNMENTS		
DATE:	SHIFT - 1 Time:	SHIFT - 2 Time:
SHIFT SUPERVISOR:		
COMMUNICATIONS 1. Radio Monitor -		
RADAR 1. Operate Radar 2. Monitor Cable Radar		
RECORDER 1. Situation Board 2. Activity Log		
TELEPHONE 1. Phone Operator		
PIO		

Forward

The purpose of this Standard Operating Procedure is to establish responsibilities and functions in staffing and roles in the EOC during times of emergency and disaster. Procedures set forth in this SOP will insure that all areas of responsibilities are clearly delineated and that response can be coordinated with all agencies involved.

This Standard Operating Procedure supersedes any SOP concerning EOC Activation.

Glen Moore - Director

Date

EOC ACTIVATION SOP

I. RESPONSIBILITIES AND FUNCTIONS OF DISTRICT STAFF AND ACTION OFFICERS UPON ACTIVATION

The permanent District Staff Members are assigned responsibilities and functions as indicated when the EOC is activated.

A. EXECUTIVE DIRECTOR

1. Supervises overall operation of the EOC.
2. Maintains contact with the Executive Group and keeps them informed of the situation.
3. Implements decisions of the Executive Group through the District and EOC staff.
4. Authorizes expenditures and acquisitions in emergency situations as needed.
5. Assigns staffing hours for staff members.

B. SHIFT SUPERVISOR

1. Insure that needed maps, status boards, video displays, etc. are available as needed.
2. Advises staff on operational decisions and assigns priorities of operations
3. Keep the Executive Director and PIO informed on current operational conditions.
4. Assure that situation board and permanent records (logs) are being maintained for after action reports.
5. Answers telephone inquiries as needed.
6. Contact outside agencies for needed assistance i.e. MEMA.
7. Implement shift staffing hours.
8. Coordinates with Action Officers and represented agencies in the EOC on situations in their related areas.

C. COMMUNICATIONS / RADIO MONITOR

1. Operate and Monitor all Radio traffic in EOC during activation.
 - a. Receive and Send message traffic as required.
 - b. Monitor Fire, Police, Vol. Fire & MEMA traffic.
2. Record and disseminate incoming messages to EOC Recorder, Shift Supervisor and/or appropriate agencies as needed.
3. Send message traffic as requested by Shift Supervisor and or agencies present in the EOC.
4. Keep Shift Supervisor and / or Director abreast of overall situation as

develops.

- 5. Transmit all tornado watches and warnings over radio and telephone call-down list.**
- 6. Transmit all tornado watch cancellations over radio.**
- 7. Update warning information on radio as received.**

D. RADAR OPERATION

- 1. Operate and monitor EOC radar.**
- 2. Disseminate (possible) severe radar reading info to EOC staff and National Weather Service in Jackson.**
- 3. Contact Jackson Weather and request assistance in identifying radar reading. **A Warning can only be issued by National WX Service.**
- 4. Monitor and answer all traffic over the NWS Chat to Hattiesburg EOC from outside agencies (including NWS) trying to contact EOC.**
- 5. Relay all Radio or vital information from Jackson Weather or any other outside agencies to Shift Supervisor and EOC Recorder to be paged out or recorded on situation board.**
- 6. Provide technical assistance in communications to the EOC and supported agencies.**

E. RECORDER

- 1. Record vital information on situation board.**
- 2. Record vital information on permanent activity log for after action reports.**
- 3. Monitors NWS Chat for wx updates and disseminates that information to EOC staff and outside agencies on a need to know basis.**
- 4. Acts as shelter officer and records shelters opened, capacity and number sheltered. (Red Cross Rep. may handle this)**

F. TELEPHONE OPERATOR

- 1. Answers telephone inquiries as received.**
- 2. Refers all Media calls to PIO and/or Executive Director.**
- 3. Directs calls for assistance to appropriate EOC Staff or agencies and keeps accurate log of vital calls.**
- 4. Log all information (wx or incident) and report to Shift Supervisor.**
- 5. Supports PIO with clerical assistance.**

G. PIO

1. Acts as the liaison between the EOC and general public.
2. Serves as the centralized point for all information to be released to the public.
3. Disperses public information, both to general public and to the public at risk.
4. Acts as the liaison between the EOC and Mass Media.
5. Disperses information to mass media to insure accurate and consistent information flow.
6. Ensure that consistent messages are disseminated to the media.
7. Works under the direction of the Executive Director.
8. Ensure that all information released to public is authorized by Executive Director.

I. HAM RADIO OPERATOR

1. Operate HAM Radio Equipment located in the EOC.
2. Provide Backup Commo for EOC
3. Send and Receive messages as required by Shift Supervisor or Director

J. FIRST RESPONSE AGENCIES

1. Law Enforcement
 - a. Each Law Enforcement Agency represented in the area of operations will provide an action officer to the EOC with the following functions:
 1. Coordinate Law Enforcement efforts in the area of operations (AO) between responding agencies.
 2. Provide information and situation analysis and recommendations to EOC Shift Supervisor in relation to Law Enforcement situations.
 3. Monitor contact with the respective agencies and keep EOC updated on actions required of the agencies.
 4. Monitor status of available force for emergency operations.
 5. Assist EOC Staff Recorder in updating maps and situation boards related to Law Enforcement actions.
 6. Coordinate mutual aid with the A.O.
2. FIRE SERVICE
 - A. Hattiesburg/Petal/Forrest County Fire Services will provide an Action Officer to the EOC as required with the

following responsibilities:

- 1. Coordinate fire service and search and rescue operations in the area of operations (A.O.)**
- 2. Maintain status of search and rescue operation on map in EOC.**
- 3. Coordinate mutual aid from other Fire Departments in the A.O.**
- 4. Provide situation analysis and recommendation to EOC Shift Supervisor relating to fire service.**

3. EMERGENCY MEDICAL SERVICE

A. Emergency medical service (AAA Ambulance) will provide an Action Officer to the EOC with the following responsibilities:

- 1. Coordinate emergency medical service in the A.O.**
- 2. Maintain status of EMS in the EOC.**
- 3. Coordinate with area hospitals in EMS support.**
- 4. Coordinate mutual aid from outside EMS providers.**

K. VOLUNTARY AGENCIES

A. American Red Cross

- 1. Provide Action Officer in the EOC.**
- 2. Administer the area shelter plan.**
- 3. Maintain status report of area shelters for the EOC.**
- 4. Assist EOC Shift Supervisor in handling request for assistance from the public.**
- 5. Coordinate public donations effort with the Salvation Army.**

B. SALVATION ARMY

- 1. Provide Action Officer in the EOC.**
- 2. Provide mass feeding service in the A.O.**
- 3. Maintain status report on service provided for the EOC.**
- 4. Assist Shift Supervisor in handling public Assistance requests.**
- 5. Coordinate any public donation effort with the Red Cross.**

L. PUBLIC WORKS

- A. Each governmental agency represented in the A.O. will provide Action Officers responsible for the following:**
- 1. Road and bridge**
 - 2. Public water and sewer**
 - 3. Governmental authority for action in the A.O.**
 - 4. Maintain status of their respective agency as related to damage and assistance needed.**

M. GOVERNMENTAL AUTHORITY

- A. The Mayor of Hattiesburg, Petal and President of the Board of Supervisors will maintain contact with the EOC or make available the representation that has the authority to:**
- 1. Declare Emergency**
 - 2. Commit emergency funds**
 - 3. Request mutual aid from outside area**
 - 4. Account for emergency expenditures**

Forrest County Financial Management Support Annex

Coordinating Agency

The Emergency Management District

Support Agencies

Forrest County
City of Hattiesburg
Forrest General Hospital
University of Southern Mississippi
AAA Ambulance Service

State Coordinating Agency

Mississippi Emergency Management
Agency

Introduction

The Financial Management Support Annex provides basic financial management guidance to departments that assist communities in responding to and recovering from disasters. The intent is to ensure that funds are provided expeditiously and that operations are conducted in accordance with established laws and policies.

Scope of Operations

- Due to the devastating and widespread effects of a catastrophic event, this annex expands upon the general concepts and operational procedures already detailed in the Comprehensive Emergency Management Plan (CEMP) that would be required for any disaster or emergency event.
- This annex applies to all functions of The Emergency Management District. This is accomplished through a detailed tasking of response actions according to the sixteen (16) Emergency Support Functions (ESFs) detailed in the CEMP. The ESFs found in the CEMP will directly correspond with those ESFs found in the National Response Framework (NRF). These ESFs include:

ESF #1 - Transportation
ESF #2 - Communications
ESF #3 - Public Works and Engineering
ESF #4 - Firefighting
ESF #5 - Emergency Management: Information & Planning
ESF #6 - Mass Care, Housing and Human Services
ESF #7 - Logistics and Resource Support
ESF #8 - Public Health and Medical Services
ESF #9 - Search and Rescue
ESF #10 - Oil and Hazardous Materials Response
ESF #11 - Animals, Agriculture and Natural Resources
ESF #12 - Energy
ESF #13 - Public Safety and Security
ESF #14 - Long-Term Community Recovery
ESF #15 - External Affairs
ESF #16 – Military Support to Civilian Authorities

Situation and Assumptions

Situation

- Disasters have an immediate impact on local and state resources, resulting in shortages that may require the unplanned expenditure of funds by state and local governments. In addition, coordination may be required between local, state, and federal organizations to administer funding designed to assist in the response to and recovery from disasters.
- State funding may be made available to a local jurisdiction when a Governor's Emergency Declaration is issued that includes that jurisdiction.
- Supplemental federal assistance for eligible response and recovery expenses incurred by governmental entities and/or the private sector may be available from the Federal Emergency Management Agency (FEMA) once a state agreement has been signed.
- Local governments are responsible for first response to emergencies impacting their jurisdictions including the application of fiscal procedures and remedies designed to be used for various applications during local emergencies.
- The State Individual Assistance Program (IA) may be made available for limited private sector losses when an event has been declared locally, by the Governor and the U.S. Small Business Administration (SBA), and declaration criteria has been met.
- State agencies may receive emergency funding from their federal peer organizations or from state funding sources. These agencies will provide MEMA with reports of their ongoing costs and emergency finance activities.
- SBA may provide supplemental federal disaster funds for the private sector following an agency declaration.

Assumptions

- Local jurisdictions will seek emergency supplemental response and recovery funding when funding resources within their jurisdiction have been exhausted.
- The state will seek supplemental response and recovery funding from the federal government when event-related costs meet or exceed federal thresholds and declaration factors.
- The state will follow federal laws, regulations, applicable policies, and grant guidance when federal grants are made to the State of Mississippi.

Concept of Operations

Overview

- The primary and support agencies to this annex will act as a team to address emergency finance issues to ensure the flow of funds during and after disasters. MEMA acts as the lead in the coordination of emergency finance information and in facilitation with other state agencies on the state share of any federal grants and related budgetary concerns.
- The Mississippi Department of Finance and Administration (DFA) may form and lead a finance team composed of personnel from various state agencies as needed to coordinate fiscal activities related to the emergency.
- In cooperation with the Finance/Administrative Branch Director, FEMA may establish a mechanism for the electronic transfer of federal funds to the state following a Presidential Disaster Declaration.
- As the designated grantee for federal disaster funds, MEMA executes the FEMA/State Agreement with FEMA following a Presidential declaration. This is a grant agreement between FEMA and the State of Mississippi which identifies state staff with the legal authority to obligate disaster funds to eligible recipients according to specific laws, Executive Orders and regulations applicable for grant administration by the state.
- Other federal grants may be awarded during emergencies that are coordinated by other state agencies with their federal counterparts under separate laws and regulations. State agencies will pre-identify funds and programs available from federal peers that may be applied during disasters. MEMA will coordinate and exchange information with these organizations in order to develop a comprehensive overview of available federal, state, and local funds.
- MEMA will conduct its disaster procurement and budget activities and may request assistance from other agencies if needed.

Relationships between Levels of Government

Federal

- FEMA will coordinate with MEMA regarding finance issues when federal resources are activated in response to emergency response and recovery operations in Mississippi.
- Upon request, FEMA will provide MEMA with supplemental financial assistance when needed to address incident-related needs.

State

- The Finance/Administrative Branch Director is responsible for employing and activating the provisions of this annex.
- The financial team maintains a working relationship throughout the emergency response and recovery operations to ensure that policies and procedures are followed.

Local

- Spend grant funds properly and effectively to alleviate the effects of a disaster.
- Take necessary steps to ensure that citizens are aware of all available grants. Efforts will be made during a disaster to ensure that all federal, state, and local finance organizations maintain consistent and timely communication and coordination with one another to ensure that adequate funding is available to disaster victims.

Emergency Support Function (ESF) 8 – Forrest County Public Health and Medical Services for a Pandemic Event Annex



Mississippi State Department of Health
Office of Emergency Planning and Response

Approved: January 9, 2017

Revized 2022

Emergency Support Function (ESF) 8 – Forrest County Public Health and Medical Services for a Pandemic Influenza Event Annex

ESF-8 Coordinator/Primary Agency:

- ESF-8 Coordinating Agency (e.g., County Health Dept. or Local Hospital; as designated by County Emergency Management Agency)

Forrest County Support Agencies:

- Forrest County Coroner
- MS Dept. of Mental Health
- Forrest County Vol Fire Depts
- Petal Fire Dept
- Hattiesburg Fire Dept
- Public Information Officer (PIO)
- Home Health Agencies
- Private Health Care Facilities
- Forrest County County Sheriff's Dept.
- Hattiesburg Police Department
- Petal Police Department
- Forrest General Hospital
- AAA Ambulance service
- Forrest County Board of Supervisors
- Hattiesburg City Council
- Petal Board of Aldermen
- Forrest County County School District
- Hattiesburg Public School District
- Petal School District

MS ESF-8 Coordinator:

- MS State Dept. of Health

MS Primary Agency:

- MS State Dept. of Health

MS Support Agencies:

- MS Dept. of Human Services
- MS Dept. of Agriculture and Commerce
- MS Board of Animal Health
- MS Dept. of Environmental
- MS Office of the Medical Examiner
- MS Military Department
- MS State Board of Pharmacy
- MS Dept. of Rehabilitation Services-
- Vocational Rehabilitation
- MS Veterinary Medical Association
- MS Division of Medicaid
- MS Board of Medical Licensure
- MS Board of Nursing
- MS Community Colleges and Subsidiaries
- Mississippi Institutes of Higher Learning
- University of MS Medical Center (UMMC) and/or other State Hospitals
- Mississippi Dept. of Public Safety

INTRODUCTION

Purpose

This Pandemic Response Plan provides education and guidance for The Emergency Management District and its community partners regarding mitigation, response, and recovery from a pandemic. This complies with the U.S. Department of Health and Human Services guidance for developing pandemic response plans and is intended as a companion to the Mississippi State Department of Health Pandemic Preparedness and Response Plan, Functional Annex 7.0. This response plan describes the unique challenges posed by a pandemic that may necessitate specific leadership decisions, response actions, and communication mechanisms with the intent to limit the number of illnesses and deaths, preserve continuity of essential government functions, and minimize social disruptions and economic losses.

The purpose of this plan is to:

- Describe the relevant response, coordination and decision-making structure within Forrest County, the medical community, local response agencies, state and federal agencies during a pandemic.
- Define roles and responsibilities for Forrest County, local healthcare partners, and local response agencies during all phases of a pandemic.
- Summarize the state and federal responsibilities during a pandemic.
- Describe public health interventions in a pandemic response and the timing of those interventions.
- Serve as a guide for local healthcare system partners, community agencies and institutions, and businesses in the development of pandemic influenza response plans.

Scope

This section of the plan is to be used to respond to a Pandemic event where threatened or actual damage exceeds Forrest County's capabilities.

Policies

- All local organizations and other Emergency Support Functions (ESF)s, participating in response operations, report public health and medical requirements to their functional counterpart in ESF-8.
- General medical and public health response information will be released through ESF-15 after consultation with the Forrest General Hospital Public Information Officer and Forrest County Health Department. When possible, a recognized

spokesperson from the public health and medical community delivers relevant community messages in conjunction with senior elected officials.

- Other general medical and public health response information may be released through Emergency Support Function (ESF) 15 at the discretion of the lead Public Information Officer (PIO), after consultation with Forrest General Hospital/County Health Department. To ensure patient confidentiality, the release of medical information by ESF-8 is in accordance with the Health Insurance Portability and Accountability Act.
- Individuals in the county can receive mental health services through the MS Dept. of Mental Health. In the event of a disaster, the center will have the primary role in providing services.
- In the event of a zoonotic or animal disease outbreak in coordination with ESF-11, Agriculture and Natural Resources, public information may be released after consultation with the Forrest County Extension Agent and consultation with the MS Department of Agriculture and Commerce and Forrest General Hospital/County Health Department PIO as part of the county's Joint Information Center.
- As the primary agency for ESF-8, Forrest General Hospital or County Health Department PIO determines the appropriateness of all requests for public health, medical, and death information and coordinates with The Emergency Management District Director.
- Forrest General Hospital or County Health Department, as determined by the County Emergency Management Agency, is responsible for consulting with and organizing county public health and medical subject-matter experts, as needed.

Assumptions

The following general and county-specific assumptions have informed the development of the Plan:

- All agencies, businesses, other non-governmental organizations, school district (all aspects of public and private sectors) will be adversely affected by Pandemic Influenza and all but critical missions and essential services may be suspended for an extended period of time (months).
- As the pandemic will be everywhere, planning for response during the pandemic must be primarily efforts focusing on local resources.
- All or most people will be vulnerable to the new Pandemic Influenza subtype.
- Some persons will become infected but not develop clinically significant symptoms. Infected people with no or few symptoms can transmit infection.

- Seasonality of a pandemic cannot be predicted with certainty. A pandemic could occur during regular flu season or at any other time.
- There may be less than six weeks of warning from the time the pandemic is announced before it actually reaches Mississippi.
- The pandemic may last up to eighteen months and may occur in two or three waves, with both waxing and waning, mortality and morbidity; though, the first wave is likely to be the worst.
- A “wave” of severe disease could last up to four months.
- Vaccine for the novel pandemic viral strain will not be available for the first four months of the pandemic (the first wave), and then it will likely exist in only limited quantities requiring careful distribution.
- Non-pharmaceutical interventions will emerge, almost by default, as a principle arm of mitigation strategy, particularly during the first wave.
- At some point, isolation and quarantine may be a necessity. While a voluntary application of community mitigation techniques with potentially high levels of voluntary compliance is the preferred approach. A dire scenario could necessitate mandatory implementation of isolation, quarantine, and social distancing.

Statewide Mutual Aid Compact

If a Pandemic event incapacitates local emergency, medical and health services, or if the magnitude of the event exceeds local veterinary resources, requests can be made to other participants for resources.

Emergency Management Assistance Compact (EMAC)

If the emergency health and medical service resources overextend the capabilities of the county, a request to the Mississippi Emergency Management Agency will be submitted for EMAC stating that persons holding licenses, certificates, or other permits issued by a party State for professional, mechanical, or other skills, shall be deemed licensed, certified, or permitted by the requesting State to render aid involving such skills.

CONCEPT OF OPERATIONS

General

Plans for responding to Pandemics are based on existing command and control templates developed at the local, state and regional levels. As such, the plan will integrate with existing emergency plans, activities, and inventories. It is assumed that a

pandemic in the United States will result in disaster declarations at all levels of government. Statewide command and control mechanisms and parameters are defined in this Mississippi Comprehensive Emergency Management Plan (CEMP). The CEMP defines Mississippi Emergency Management Agency (MEMA) as the primary interface between local authorities and the state during an emergency. The Emergency Support Function (ESF) 8, as an annex to the CEMP, further defines the Mississippi State Department of Health (MSDH) as the responsible state authority for command and control of public health emergencies. MEMA and MSDH will coordinate state-level command and control during a Pandemic Influenza event.

All emergencies are handled according to the local Emergency Management Plan. This annex speaks only to actions required specific to Pandemic Influenza.

- ESF-8, which consists of all Forrest County Emergency Medical Services, will manage and coordinate most Health and Medical resources from The Emergency Management District's Emergency Operations Center (EOC) when activated. The EOC is located at 4080 US Hwy 11 Hattiesburg, MS 39402.
- All agencies with ESF-8 responsibilities will ensure that they have standard operating procedures in place to enable them to perform appropriate levels of health and medical mitigation, preparedness, response, and recovery.
- During a Pandemic outbreak, local jurisdictions are responsible for coordinating health care activities within the community and should work with the local health department and hospitals to:
 - Improve communication with medical care providers and healthcare organizations;
 - Monitor local hospital resources (e.g., adult and pediatric hospital beds, intensive care unit beds, emergency department beds, medical supplies, respirators, and other equipment and mortuary capacity);
 - Address emergency healthcare staffing needs and other medical surge capacity issues;
 - Encourage coordination among state and federal healthcare facilities, such as Veterans Administration hospitals, Indian Health Service facilities, and Department of Defense hospitals;
 - Conduct contingency planning with:
 - Private sector groups that support hospital functions, to ensure continuity of operations during the pandemic;
 - Public utilities to ensure continued service during the pandemic;
 - Local law enforcement agencies who can help maintain order if a hospital is overwhelmed by a large volume of patients (ill or worried-well);
 - Identify alternative care sites for patient care and quarantine; and

- Identify community-based organizations to provide psychological and social support to healthcare workers, public health field workers, and other emergency responders.

Triggers for Initiating Use of Non-Pharmaceutical Interventions (NPIs)

The timing of initiation of various NPIs will influence their effectiveness. This guidance suggests that the primary activation trigger for initiating interventions is the arrival and transmission of pandemic virus. This trigger is best defined by a laboratory-confirmed cluster of infection with a novel virus and evidence of community transmission (e.g. epidemiologically linked cases from more than one household). This is indicated by the World Health Organization (WHO) phase 4/5, HHS Stage 2 (See Appendix 1: Table 1: WHO Phases and Federal Stages and Appendix 2: Table 2: Pandemic Severity Index).

Upon notification by Emergency Management of a potential or actual event requiring response, all designated Emergency Support Function 8 Emergency Coordinating Officers will report to The Emergency Management District's Emergency Operations Center (EOC). Direct coordination of health and medical activities will take place at this location. Each agency and organization must ensure that sufficient program staff is supplied to carry out the activities of this function on a continuous basis.

Response Operations

Forrest General Hospital is responsible for assuring essential acute medical care. Department of Health is responsible for the coordination of health and medical services for evacuated citizens in shelters, affected special needs populations, and home health care patients.

- Forrest General Hospital, in conjunction with the Forrest County Health Department, will organize medical support to re-entry control points including any special immunization/protective requirements.
- Requests for additional Emergency Medical Services will be coordinated by the Mississippi State Department of Health (MSDH) by The Emergency Management District's EOC officials.

Public Health

- Public health in Mississippi is handled by the MSDH. This is true for state, as well as, local level operations. As such, the MSDH is the key point of contact for all jurisdictions needing guidance on planning or responding to a public health emergency.
- The MSDH Concept of Operations Plan and the Mississippi Pandemic Preparedness and Response Plan establish the framework for managing MSDH operations during a pandemic. The Plan identifies addresses, analyzes, and provides a broad series of guidelines for action in case the Pandemic threat is

realized and covers all events and activities deemed by the State Health Officer, or designee, to require a coordinated agency response.

- Public Health responsibilities include:
 - Command and control,
 - Epidemiology and lab surveillance,
 - Vaccine preparedness and response,
 - Medical countermeasures,
 - Public information, and
 - Community mitigation/non-pharmaceutical interventions.

Animal Health

- Following an emergency or disaster situation, it may be necessary to protect the health, safety, and welfare of animals. This may include controlling the spread of disease from animals to human beings and other animals and providing animal care services to injured animals.
- Veterinarians residing in Forrest County are the first line for response to emergencies involving animals or animal food products in their communities.
- The MS Veterinary Medical Association (MVMA) is the primary organization for coordinating voluntary veterinary services needed in emergencies. The MVMA represents veterinarians of the State and acts as liaison with local and state agencies. Veterinarians and humane society personnel are only required to participate on a voluntary basis in emergency operations.

ORGANIZATION

The Emergency Management District

- Local government has a general responsibility to ensure the welfare of its citizens during a Pandemic event.
- Local emergency operations and assignments of responsibilities will be consistent with the Forrest County Emergency Plan.
- The individual or agency designated in the County Comprehensive Emergency Management Plan shall have direct responsibility for local Emergency Support Function 8 response activities during a Pandemic event.
- Activation of the Pandemic Response Plan within Forrest County is the responsibility of that individual. During the pandemic alert period the Mississippi State Department of Health will determine the current and potential impact of pandemic disease upon the jurisdiction Forrest County residents and alert the

County Emergency Management Agency (EMA) leadership and staff to standby for potential implementation of National Incident Management System (NIMS) compliant emergency operations when either:

- An outbreak of influenza due to a new subtype is identified outside of the U.S.
 - Outbreaks of influenza of any subtype occur anywhere inside of the U.S., Canada, or Mexico.
- The Emergency Management District will be the lead in coordinating response to a pandemic event.
- The Mississippi State Department of Health at State, District, and County level will work together to share information to the extent possible during a pandemic event.
- The Emergency Management District will activate an Emergency Operations Center (EOC), as needed.
- Response partners within the jurisdiction will coordinate efforts through a Unified Command. Agencies not represented at the Unified Command will coordinate with response entities via mutual aid agreements and non-emergency pathways.
- To the extent possible, the provision of routine essential public health and medical services will continue during a pandemic. Such operations will be coordinated by personnel that are independent from response operations.
- External agencies providing health and medical support during the pandemic are expected to conform to the guidance and direction provided by the Health Authority and leadership within the jurisdiction's Incident Command Structure.
- The Emergency Management District personnel will notify Emergency Medical Service Officials and other support agencies of Emergency Support Function (ESF) 8 activation.
- Ensure required medical media releases are coordinated with senior elected officials and the State EOC.

Emergency Support Function 8 Primary

- The ESF-8 Primary Agency or designee represents public health and medical services during emergency response operations and is the lead health/medical decision/policy maker.
- The ESF-8 Primary Agency also has a number of emergency legal powers that he/she can exercise in order to gain control of a situation. These powers may

include implementing mandatory isolation or quarantine and recommending school closures and cancellation of public gathering events.

- Under the Forrest County Emergency Management Plan, the Emergency Support Function 8 Primary Agency has chief responsibility for the following services in response to emergency situations:
 - Essential medical/hospital care and treatment for persons whose illnesses are a result of the pandemic,
 - Public health protection for the affected population,
 - Mortuary and vital records services,
 - Damage assessment for public health and medical facilities and systems,
 - Coordination with incoming medical response units, such as the Disaster Medical Assistance Teams, and
 - Provision, through the Public Information Officer, information to the news media on casualties and instructions to the public on dealing with public health problems.

Private Sector and Critical Infrastructure Entities

- Critical infrastructure entities must be engaged in planning for a pandemic because of dependency on their services.
- Cooperation from the private sector and critical infrastructure entities are essential to help manage a pandemic and may include the following:
 - Establishing an ethic of infection control in the workplace that is reinforced during the event, to include review of leave policies, worker education, options for working off-site, and systems to reduce infection transmission.
 - Establishing contingency systems to maintain delivery of essential goods and services during times of significant and sustained worker absenteeism.
 - If possible, establishing mechanisms to allow workers to provide services from home if public health officials advise against non-essential travel outside the home.
 - Establishing partnerships with other members of the sector to provide mutual support and maintenance of essential services during a pandemic.

Medical Facilities

- There are 2 hospitals with emergency departments throughout Forrest County and the City of Hattiesburg. Patients could be transported for care to any one of these facilities.
- Other local medical facilities may include clinics, nursing homes, hospices, and long-term care facilities.
- In a disaster, Forrest County will coordinate medical services for the (defined multi-jurisdictional area).
- The (Coordinating Agency) will coordinate with Emergency Medical Services, other facilities, and any medical response personnel to ensure the following is accomplished:
 - Patients are transported to the appropriate medical facility.
 - Patients are distributed to and among hospitals based of severity of illness, time and mode of transport, capability to treat, and bed capacity.
 - Consider the use of clinics to treat less severe illnesses or to forward non-acute care patients.
- The (Coordinating Agency) will monitor medical resource availability and coordinate dissemination of medical resources.
- The (Coordinating Agency) will assist in patient tracking.
- Hospitals are responsible for the following activities once patients arrive at their facilities:
 - Final triage,
 - Patient diagnosis,
 - Patient treatment,
 - Isolation of patients as needed, and
 - Maintaining full documentation of treatment/care of those provided services as listed above.
- Surge capacity (especially in regards to available hospital beds for decompression of larger facilities) may include smaller hospitals/clinics without emergency departments, specialty medical facilities, nursing homes, long-term care facilities, and hospitals in nearby jurisdictions.
- Respond in a timely manner with enough personnel and enough medical supplies and equipment to handle the incident.
- If necessary, invoke mutual aid agreements with other ambulance carriers.
- Maintain full inventory of emergency medical supplies.

AAA Ambulance (EMS)

- AAA Ambulance Emergency Medical Services (EMS) resources include approximately **8 (daytime) & 6 (nighttime)** ambulances.
- AAA Ambulance will triage, stabilize, treat, and transport the ill as needed.
- AAA Ambulance Emergency Medical Services (EMS) will coordinate with local and regional hospitals to ensure patients are transported to the appropriate facilities. Once activated, the County Emergency Support Function 8 (Coordinating Agency) will represent the hospitals in a disaster.
- AAA Ambulance EMS will direct the activities of private, volunteer, and other emergency medical units, as needed.
- Local surge capacity for patient transport (includes private EMS providers).
- Assign a medical liaison/coordinator to the county Emergency Operations Center (EOC) and coordinate medical services at this location with various other departments represented there and in the fields.
- Respond in a timely manner with enough personnel and enough medical supplies and equipment to handle the incident.
- If necessary, invoke mutual aid agreements with other ambulance carriers.
- Transport casualties to the appropriate medical facility as determined in consultation with the medical facility.
- Maintain full inventory of emergency medical supplies.
- Forrest General Hospital will assign a medical liaison/coordinator to the county EOC and coordinate medical services at this location with various other departments represented there and in the fields.
- Forrest General Hospital will respond in a timely manner with enough personnel and enough medical supplies and equipment to handle the incident.

Public Safety and Law Enforcement

- Local law enforcement will provide security for mass prophylaxis/vaccination activities.
- Local law enforcement will enforce mandatory disease control measures.

- Local law enforcement/coroner will conduct investigations of deaths if it is believed that it is not due to natural causes.
- Local law enforcement/coroner will locate and notify next of kin.
- Local law enforcement will be responsible for maintaining full documentation of services provided, as listed above.
- Local law enforcement will NOT be responsible for hospital security unless this has been pre-arranged between healthcare facilities and law enforcement.

ACTIONS

Preparedness

Guidance, checklists and resources to assist specific entities in planning and preparing for a pandemic influenza event can be found at:

- <https://www.cdc.gov/flu/pandemic-resources/planning-preparedness/index.html>

Pre-Incident

This section provides interim pre-pandemic planning recommendations for use of non-pharmaceutical interventions (NPIs) to limit community transmission. These NPIs include the following:

Forrest General Hospital / Forrest County Health Department

- Isolation and treatment (as appropriate) with antiviral medications of all persons with confirmed or probable pandemic influenza. Isolation may occur in the home or healthcare setting, depending on the severity of an individual's illness and /or the current capacity of the healthcare infrastructure.
- Voluntary home quarantine of members of households with confirmed or probable case(s) and consideration of combining this intervention with the prophylactic use of antiviral medications, providing sufficient quantities of effective medications exist and that a feasible means of distributing them is in place.
- Recommend the dismissal of students from school (including public and private schools as well as colleges and universities) and school-based activities and closure of childcare programs, coupled with protecting children and teenagers through social distancing in the community to achieve reductions of out-of-school social contacts and community mixing.

- Recommend the use of social distancing measures to reduce contact between adults in the community and workplace, including, for example, cancellation of large public gatherings and alteration of workplace environments and schedules to decrease social density and preserve a healthy workplace to the greatest extent possible without disrupting essential services. Enable institution of workplace leave policies that align incentives and facilitate adherence with the non-pharmaceutical interventions (NPIs) outlined above.
- Ensure current standard operating procedures are available.
- Ensure all necessary personnel are contacted. Notify and request all support organizations to participate in Emergency Support Function (ESF) 8 coordination activities. As appropriate, supporting agencies and organizations not already represented at The Emergency Management District's Emergency Operations Center are requested to provide liaisons to ESF-8.
- Coordinate with county health officials, Coroner's Offices, and other organizations to determine current medical and public health assistance requirements.
- Commence various forms of communication with health and medical representatives from Forrest County and the Mississippi State Department of Health to share information and determine the appropriate response actions.
- Enhance staffing immediately on notification of an actual or potential public health or medical emergency.
- Consult with the appropriate ESF-8 organizations to determine the need for assistance.

Incident

Forrest General Hospital/ Forrest County Health Department

- Develop and update assessments of medical and public health status.
- Establish communications necessary to coordinate local public health and medical assistance effectively.
- Coordinate ESF-8 activities.
- Coordinate medical transportation assistance.
- Maintain non-pharmaceutical interventions as recommended by the Mississippi State Department of Health.

Recovery

- Restore all essential healthcare, medical, and social services systems.
- Restore permanent medical facilities to operational status.
- Restore pharmacy services to operational status.
- Support emergency services staff and operations until they can be redrawn.
- Continue provision of mental health crisis services.
- Continue environmental and epidemiological surveillance.

Post-Incident

- Forrest County prepares an after-action report (AAR). The AAR identifies key problems, indicates how they are to be/were resolved, and makes recommendations for improving response operations. ESF-8 organizations assist in preparation of the AAR.

RESPONSIBILITIES

Support Agencies' Responsibilities

Agency	Functions
Forrest County Coroner	• Proper identification of disaster victims. • Note and retrieve personal items on victims. • Coordinate with funeral homes and ambulances for removal of bodies. • Responsible for procuring body bags.
MS Department of Mental Health	• Formulate critical incident stress debriefing program for emergency response personnel. • Provide crisis-counseling program for disaster victims. • Arrange to dispatch mental health resources to affected areas.
County/Local Fire Departments	• Assist with traffic control and/or crowd control. • Provide first aid assistance as needed.
MS Veterinary Medical Association	• Activate their animal disaster plan printed under separate cover. • Coordinate veterinary services and animal care with the Emergency Operations Center (EOC) and Forrest County veterinarians. • Coordinate volunteer veterinarians and humane society personnel in emergency.
Public Information Officer (PIO) (appointed)	• Members of the press should be made welcome at the county level and internally at the hospital, and as much information given them as is legally available. • Ensure accurate dissemination of information to media for news releases. • Set up area for media within county to function as the Joint Information Center.
Home Health Agencies	• Provide support with staff and equipment as need. • If resources are available, the EOC will designate special needs shelters. These shelters are to be used primarily by homebound or invalid patients who are evacuated.
Private Health Care Facilities	• Follow Standard Operating Procedures.

EMERGENCY SUPPORT FUNCTION REVIEW AND MAINTENANCE

The Emergency Management District (EMA) will coordinate the annual revision of this Emergency Support Function with all support agencies. Other unscheduled reviews and revisions may be made after implementation of the plan or because of changes in laws or regulations. Recommendations for changes will be submitted to the EMA for approval, publication, and distribution.

APPENDICES

APPENDIX 1 – World Health Organization Global Pandemic Phases and the Stages for Federal Government Response

APPENDIX 2 – Pandemic Severity Index

APPENDIX 3 – Pandemic Severity Index – Interventions by Setting

APPENDIX 4 – Phased Action Matrix

Appendix 1: World Health Organization (WHO) Pandemic Phases and Federal Stages

Table 1. WHO Phases and Federal Stages

WHO Global Pandemic Phases and the Stages for Federal Government Response			
WHO Phases		Federal Government Response Stages	
INTER-PANDEMIC PERIOD			
1	No new influenza virus subtypes have been detected in humans. An influenza virus subtype that has caused human infection may be present in animals. If present in animals, the risk of human disease is considered to be low.	0	New domestic animal outbreak in an at-risk country.
2	No new influenza virus subtypes have been detected in humans. However, a circulating animal influenza virus subtype poses a substantial risk of human disease.		
PANDEMIC ALERT PERIOD			
3	Human infections with a new subtype, but no human-to-human spread, or at most rare instances of spread to close contact.	0	New domestic animal outbreak in an at-risk country.
		1	Suspected human outbreak overseas
4	Small cluster(s) with limited human-to-human transmission but spread is highly localized, suggesting that the virus is not well adapted to humans.	2	Confirmed human outbreak overseas
5	Larger cluster(s) but human-to-human spread still localized, suggesting that the virus is becoming better adapted to humans, but may not yet be fully transmissible (substantial pandemic risk).		
PANDEMIC PERIOD			
6	Pandemic phase: Increased and sustained transmission in general populations	3	Widespread human outbreaks in multiple locations overseas
		4	First human case in North America
		5	Spread throughout United States
		6	Recovery and preparation for subsequent waves

Appendix 2: Pandemic Severity Index

Characteristics	Pandemic Severity Index				
	Category 1	Category 2	Category 3	Category 4	Category 5
Case Fatality Ratio (percentage)	<0.1	0.1-< 0.5	0.5-< 1.0	1.0-<2.0	≥2.0
Excess Death Rate (per 100,00)	<30	30-<150	150-<300	300-<600	≥600
Illness Rate (percentage of population)	20-40	20-40	20-40	20-40	20-40
Potential Number of Deaths (Based on 2006 US population)	<90,000	90,000- <450,000	450,000- <900,000	900,000- <1.8 million	≥1.8 million
20 th Century US Experience	Seasonal Influenza (Illness rate 5-20%)	1957,1968 Pandemic	None	None	1918 Pandemic

Appendix 3: Pandemic Severity Index – Interventions by Setting

Pandemic Severity Index			
Intervention by Setting	1	2 and 3	4 and 5
Home Voluntary isolation of the ill at home (adults and Children), combine with use of antiviral treatment as available and indicated	Recommended	Recommended	Recommended
Voluntary quarantine of household members in homes with ill persons (adults and children), consider combining with antiviral prophylaxis if effective, feasible and quantities sufficient	Generally not Recommended	Considered	Recommended
School Child Social Distancing -dismissal of student from schools and school based activities, and closure of child care programs -reduce out-of-school social contacts and community mixing	 Generally not Recommended Generally not Recommended	 Considered ≤4 weeks Considered ≤4 weeks	 Recommend: ≤12 weeks Recommend: ≤12 weeks
Workplace/Community Adult Social Distancing -decrease number of social contacts (e.g. encourage teleconferencing, alternatives to face-to-face meetings) -increase distance between persons (e.g. reduce density in public transit, workplace) -modify, postpone or cancel selected public gatherings to promote social distance (e.g. postpone indoor stadium events, theatre performances) -modify work place schedules and practices(e.g. telework, staggered shifts)	 Generally not Recommended Generally not Recommended Generally not Recommended Generally not Recommended	 Consider Consider Consider Consider	 Recommended Recommended Recommended Recommended

Appendix 4: Phased Action Matrix

Phased Action Matrix				
WHO Phase	HHS Stage	Description	MSDH Activity	Local Activity
4/5	2	Widespread outbreak overseas	MSDH to communicate information to local Emergency Operations Centers	<i>ALERT TO STANDBY</i>
6	4	First case(s) in the U.S., nothing locally	Increase communications with locals Coordinate with locals regarding vaccine (pre-pandemic strain) distribution	<i>INTERMEDIATE LEVEL STANDUP OF EMERGENCY OPERATIONS CENTER(EOC):</i> Assess: -Resources -Call down procedures -Communications -Capacity to implement MSDH recommendations Arrange for public information Implement plan to distribute medical countermeasures
6	5	Widespread throughout United States; first cases regionally/locally	Continue from previous	<i>FULL STANDUP OF EOC:</i> Assess: - Resources -Communications - Capacity to implement MSDH recommendations Implement plan to distribute medical countermeasures Distribute for public information Continue plan to distribute medical countermeasures Activate public information Assess for medical surge
6	6	Recovery and preparation for subsequent waves	Evaluate strategies from initial wave	Assess impact of pandemic upon communications Assess resource needs for subsequent waves

HATTIESBURG POLICE

EVACUATION

PLAN



EVACUATION PLAN IN THE EVENT OF A MAJOR COASTAL EVACUATION

**HATTIESBURG POLICE DEPARTMENT
PLAN OF ACTION
EVACUATION PLAN IN THE EVENT OF A MAJOR COASTAL EVACUATION**

The City of Hattiesburg Police Department has a direct responsibility to manage intersections to assist in keeping traffic moving safely through the city.

Hattiesburg Police will focus on Highway 49 from both the North and South ends. Other law enforcement agencies will be assisting with traffic congestion throughout the city. Interstate 59 along with Highways 49 and 98 East will be used as the evacuation routes from the Louisiana, Mississippi and Alabama coastal areas.

The following locations have been evaluated and determined if they should be either manned or barricaded:

1. Camp Shelby's South Gate will be open.
2. Camp Shelby's North Gate Median will be closed to crossover traffic using barricades.
(3) Barricades will be needed.
3. Highway 49/98 will have one (1) officer assigned to this location:
Hwy 98 westbound on ramp to Hwy 49 will be closed to traffic using (2) two barricades.
Hwy 98 eastbound will be open for vehicles wanting to go HWY 49 south only.
Hwy 98/49 northbound Exit will be closed using two (2) barricades.
Three (3) barricades will also be placed at the turn around crossing Hwy 49 south across from Rose's Quick Stop to prevent vehicles from trying to turn around to go 49 north.
A total of eight (8) Barricades will be needed.
4. Highway 49/Sullivan Drive: One (1) officer at this location.
5. Highway 49/Edwards Street: Two (2) officers assigned to this location with a traffic light control switch.
The second Officer will assist with any other problems that may arise and also to rotate duties.
6. Highway 49/WSF Tatum Road: No officer will be needed. It will be monitored and barricaded on both sides of the intersections using four (4) barricades.

Vehicles will not be able to turn left on Hwy 49 and go north. Traffic lights will be placed on Green to keep Hwy 49 traffic moving.

7. Highway 49 / Helveston Road: One (1) officer will be assigned to this location with a traffic control switch.
Wisteria Drive and Helveston Rd will be barricaded and traffic will not be able to enter Hwy 49.
Both Service Drives will be open to traffic to allow vehicles to go to County Club road in order to use the crossover over Hwy 49.
Four (4) barricades will be needed at this location along with several cones.
8. Hwy 49 / West Pine Street: One (1) officer will be assigned to this location with a traffic control switch.
Barricades will be placed on both sides of Pine Street and any traffic traveling West on Pine Street having to take the Service Road to Broadway Dr.
Barricades will be placed at Lincoln Rd at West Pine Street detouring traffic from Byron St back out to Broadway Drive.
Six (6) barricades will be needed along with cones.
9. Broadway drive's ramp to Hwy 49 North will be closed.
No officers will be assigned here.
Two (2) barricades needed.
10. Hwy 49/Eddy Street: Two (2) officers will be assigned to this location with a traffic control switch.
Traffic will not be able to cross Hwy 49.
Traffic leaving the Mall will be allowed to merge onto 49 northbound only.
Traffic leaving Wal-Mart side will only be allowed to go 49 southbound.
Six (6) barricades will be used ere along with cones.
11. Hwy 49/Mamie St: Two (2) officers will be assigned with a traffic light switch; priority will be given to emergency vehicles going to the Hospital.
Four (4) Barricades, two (2) on both sides of the intersection will be placed here.
12. Hwy 49/Hardy St: Two (2) officers will be assigned with a traffic light control switch.
Hardy St will be closed to all cross traffic, due to being one of the busiest Intersections in the city.

A supervisor will be stationed at this location to monitor traffic and to see if turn lanes need to be closed.

Barricades will need to be placed on both sides of Hwy 49, North 25th, South 28th Service Drive at USM entrance and the Service Drive at Walgreen's.

(11) Barricades will be needed.

13. Hwy 49/42 By-Pass: One (1) officer will be assigned with a traffic control switch.

Traffic will be allowed to merge onto Hwy 49 northbound only.

Three (3) barricades will be needed.

14. Hwy 49/31st Ave.: Two (2) officers will be assigned with a traffic control switch.

North 31st Ave. will be closed on both sides of Hwy 49.

Eight (8) barricades will be needed along with cones.

15. Hwy 49/Convention Center: Two (2) officers will be assigned with a traffic light control switch, and to assist with vehicles that may want to stop at the center for rest.

Traffic leaving the center will be allowed to go Hwy 49 north only.

Traffic coming from Campbell Scenic Dr. will only be allowed to go Hwy 49 southbound.

Four (4) barricades will be needed.

16. Interstate 59/Hwy 49 and Hwy 49/I-59: No officers here.

I-59 off ramp to Hwy 49 North along with I-59 on ramp both of these exits will be closed.

Two (2) barricades and cones will be needed.

17. Hwy 49/Classic Drive: Two (2) officers will be here with a traffic control switch.

No cross traffic allowed during high times.

Six (6) barricades, three (3) on each side will be needed.

Note: There are four (4) locations that Hattiesburg citizens can use to cross Hwy 49 to avoid the evacuation congestion. The media will inform the public of available routes to travel and roads that are closed to traffic.

1. Country Club Road (Overpass)
2. Broadway Drive (Underpass)
3. 4th Street (Overpass)
4. 7th Street (Underpass)

19 HPD Officers will be needed to work these intersections. In the event of any unforeseen problems, it would be difficult for other officers to assist because of the traffic congestion. While one officer is operating the traffic controller, the other will be able to answer questions and work accidents etc., intersections with two or more officers.

Manpower: With 2 Patrol Platoons being called back in, and Traffic, Detectives, NET Warrants, Public Relations and Accreditation Sergeant. This will give approximately fifty-eight (58) officers extra to assist with this detail.

This number would be in addition to the regular on duty patrol platoon which each platoon has roughly a total of 12 or more officers.

The officers will be divided into two (2) shifts, day and night shift. Officers will work 12 hours shifts. (0600 hours to 1800 hours and 1800 hours to 0600 hours).

The City will be divided into North and South. The dividing line will be Hardy Street. Each section and each shift will have two commanders each to oversee the operations.

The following locations will be handled by assisting agencies. The city will request **thirty-two (32) officers, (sixteen – 16 - officers per shift)** from the state to assist during the evacuation detail.

1. Camp Shelby's Southgate one (1) Officer
2. Hwy 49/98 both Ramps, eastbound and westbound two (2) Officers
3. I-59 / 98 on ramp to I-59 Northbound one (1) Officer
4. I-59/ Veterans Memorial ramps one (1) Officer
5. I-59 / 49 two (2) Officers
6. I-59 / Hardy Street one (1) Officer

HIGHWAY 49 MEDIAN CROSSOVERS:

1. Between WSF Tatum and Helveston Road one (1) Officer
2. Between Helveston Rd and West Pine St one (1) Officer
3. Between Eddy Street and Mamie Street one (1) Officer
4. Hwy 49/ South of O'Ferral St one (1) Officer
5. Hwy 49 North at USM Intramural Field (1) Officer
6. Hwy 49 North at Fairchild Construction (1)
7. Hwy 49 North at East Dr. (1)
8. Hwy 49 at Sims Rd (1)

Traffic Maintenance has obligated 35 Type III Barricades (This may vary!)
MDOT will need to provide 35 barricades which will results in a total of 70.

Traffic Maintenance has obligated 20 Saw Horses.

NEEDED EQUIPMENT

- ⇒ 70 Barricades will be needed for this detail
- ⇒ 50 Type III Big Barricades – Traffic Maintenance
- ⇒ 150 Saw Horses, (smaller ones) – Traffic Maintenance

The Emergency Management District



EMERGENCY PROCEDURES TROPICAL STORM / HURRICANE

PROCEDURES

THE EMERGENCY MANAGEMENT DISTRICT will proceed as indicated in following phases:

Phase I

A TROPICAL STORM has formed in the Atlantic Ocean, Caribbean Sea or the Gulf of Mexico. Personnel will begin tracking the Storm and keep updated on the development and potential threat to the area.

1. Track the Storm by computer daily.
2. Brief the Director daily on the location, direction of travel, development and potential increase in strength.

Phase II

THE TROPICAL STORM has become a HURRICANE with wind speeds of 74 mph or greater. The HURRICANE is predicted to enter the Gulf of Mexico.

1. Continue to monitor and track the Hurricane as outlined in Phase I.
2. Review all Hurricane plans and procedures.
3. Update contact list for Emergency conditions.
4. Perform preventative maintenance on all equipment that may need to be utilized in an emergency.

Phase III

THE HURRICANE has entered the Gulf of Mexico and has the potential to become a Category 2 or higher.

1. All District Employee vacations and scheduled days off will be suspended until that time when the Hurricane has cleared our area.
2. A governmental authority briefing will be held to ensure each government entity is aware of the potential danger. Each entity will be urged to implement Pre-emergency actions in their areas.
 - a. Equipment/Supply check.
 - b. Shortfall reports are developed to identify items of equipment or personnel that will be

requested to support any emergency operations in response to the Hurricane.

- c. Emergency Management personnel will contact MEMA for information and coordination when and if the Hurricane impacts the District.
- d. Alert Ham Operators for possible activation.
- e. Monitor National Weather Bulletins and disseminate information to all responding agencies (i.e. Fire-Law-Medical-Supervisors-Mayors).
- f. Develop shift schedule for District employees that can be initiated quickly if conditions warrant.
- g. Disseminate Storm Advisories and coordinates as received.

Phase IV

HURRICANE IS CATEGORY 2 or higher and the Mississippi Gulf Coast has been placed under a Hurricane Watch and the hurricane is expected to make landfall within 48 hours.

1. EOC staffing is increased to a 24-hour operation. The day shift and night shift will activate the Operations Room to monitor storm progress and report vital information to appropriate agencies. **Prior to the 24 hours landfall prediction the NIGHT SHIFT will consist of the Duty Officer and Radar Observer if required.
2. Continue to update all city and county agencies on Hurricane status (i.e. location and strength).
3. Begin preparation for emergency conditions if hurricane continues to track towards our area.
4. Monitor local weather conditions for severe weather and issue watches and/or warnings as directed by National Weather Service.
5. Conduct coordination meeting with all Emergency Response Agencies

- a. Brief on hurricane location, track, predicted landfall, and possible threat.
- b. Re-establish all emergency contact personnel. <Who to call list>.
- c. Develop resource list from within the county and cities of Hattiesburg & Petal, for availability of Mutual-Aid with the District.
- d. Review road clearing plans and priority list.
- e. Make contact with utility companies within the District. Who to contact? How to contact?
- f. Determine who would serve as liaison for each position in the EOC during full activation.
- g. Contact PIO to begin duties.
- h. Develop and disseminate a News Release on the projected path of the storm. Emphasize PUBLIC AWARENESS PROGRAM IN PLACE.

Phase V

THE HURRICANE is a Category 2 or higher and is to make landfall within 24 hours and will impact the Forrest County area.

- 1- Full EOC activation begins.
- 2- EOC activation SOP is implemented.
 - a. Maintain contact with MEMA.
 - b. Maintain contact with Camp Shelby EOC for coordination and support if it is used as an evacuation center.
 - c. Begin traffic monitoring to determine the impact or problems with any evacuation of coastal counties.
 - d. Recommend that cities and county declare a local State of Emergency.
 - e. Request assistance from MEMA for shortfalls in equipment and resources that will be needed during the emergency.
 - f. Implement plan for using State Guard in EOC operations.

Phase VI

THE HURRICANE has passed the District and has caused damage. Weather conditions are now such that Recovery Operations can begin (i.e. Search and Rescue, Damage Assessment, Clearing debris).

1. Recovery Operations
 - a. Coordinate with Fire, Law Enforcement, and Public works for initial damage assessment.
 - b. Coordinate SAR with the District.
 - c. Request assessment assistance from MEMA/FEMA.
 - d. Document all damages using video camera and paper documentation.
 - e. Develop daily news briefings on conditions in the District. (Coordinate with PIO).
 - f.

EOC Operations remain fully activated until all conditions are returned to safe or normal.

JIC

JOINT INFORMATION CENTER

S.O.P

THE EMERGENCY MANAGEMENT DISTRICT

JOINT INFORMATION CENTER S.O.P

MISSION: The JIC (Joint Information Center) will serve as a collection and dissemination unit for all Information pertaining to a specific operation. This unit brings together and assembles all agency information in order to develop a summary report of the operation.

ORGANIZATION: The JIC will be manned by the District Operations Officer, the District's PIO, and any participating Response Agency's PIO's. Volunteer staff will be called upon to perform necessary administrative duties to ensure accurate dissemination of information.

FUNCTIONS: 1- Collect data from all agencies involved with specific details that relate to the functional areas of operation.

- a. Law Enforcement
- b. Fire Service
- c. Emergency Medical
- d. Shelter & Mass Care
- e. Mutual Aid (outside)
- f. Military Assistance

2-Maintain SITUATION BOARDS in JIC area listing participating agencies and current facts concerning the situation.

3-Develop summary reports for Director, Governmental Authorities and media briefings.

4-Present update briefing as required to Media, Public Officials, and Director.

5-Prepare News Releases as required.

6-Submit updated situation reports to MEMA as required.

BRIEFINGS: 1-Briefings will be conducted by the Director or PIO as appropriate.

2-Each briefing will have a representative from the participating agencies that have significant operational involvement in the incident. This enables each agency to make specific reports and answer questions relating to their area of expertise.

3-All briefings will be prepared from a cooperative agreement from all participating agencies. Everyone will be allowed input and agree upon any statement BEFORE it is released.

Forrest County Local Mutual Aid Support Annex

Coordinating Agency

The Emergency Management District

State Coordinating Agency

Mississippi Emergency Management Agency

Primary Agency

The Emergency Management District

State Cooperating Agencies

TBD Based on Incident

Support Agencies

Forrest County Road Department
Forrest County Sheriff's Office
Forrest County Volunteer Fire Service
AAA Ambulance Service
City of Hattiesburg Public Works
City of Hattiesburg Police Department
City of Hattiesburg Fire Department
City of Petal Public Works
City of Petal Police Department
City of Petal Fire Department

Introduction

When The Emergency Management District Emergency Operations Center is activated as a result of an emergency or incident, it becomes the coordinating center for Mutual Aid (MA) Requests inside all of Forrest County.

Those emergencies or incidents arising from natural disaster, technological hazard(s), man-made disaster(s), and civil emergency aspects of resource shortages, community disorders, insurgency, or enemy attack will follow procedures outlined in the Statewide Mutual Aid Compact (SMAC) or Emergency Management Assistance Compact (EMAC).

Scope of Operations

General

Emergencies often overwhelm local government capability and transcend jurisdictional boundaries; governmental coordination is essential for the protection of lives and property. This cooperation is also essential for the maximum use of available resources. The Emergency Management District will comply with the Articles of SMAC and EMAC per The Emergency Management Law, MS Code Ann. § 33-15 (1972).

Situation and Assumptions

Assumptions

There are several assumptions that must be made concerning the implementation of mutual aid within the District. While the following list is relatively comprehensive, it should not be considered to be all-inclusive.

- Emergencies often overwhelm local government capability.
- Emergencies may transcend jurisdictional boundaries.
- Governmental coordination is essential for the protection of lives and property.
- Coordination is essential for maximum use of available resources and commodities.

Concept of Operations

A Statewide Mutual Aid Compact (SMAC) attached to this annex, began in 1965 by MEMA to provide a more effective use of resources in times of disaster. The SMAC provides a way for cities and counties to request and receive help from each other when local resources (personnel, assets, and equipment) are exhausted. SMAC provides a mechanism for assistance to come from different parts of the state. It addresses the issues of liability, compensation, direction and control in a uniform manner. SMAC allows members of the compact to have a mutual aid agreement with both state and other compact members.

The Emergency Management Assistance Compact (EMAC) is a national interstate mutual aid agreement that enables states to share resources during times of disaster. Since the 104th Congress ratified the compact, EMAC has grown to become the Nation's system for providing mutual aid through operational procedures and protocols that have been validated through experience.

Organization and Responsibilities

Local

The Director of emergency management or their respective representative may request assistance directly from another participating party by contacting that party through the SMAC process. The requests may be verbal, in writing, or through the use of the Mississippi State Notification System called WebEOC®.

State

The Executive Director of MEMA will request EMAC assistance after all in-state resources have been exhausted and a Governor's State of Emergency has been declared. MEMA will employ the use of the Response Section to prepare all necessary and required documentation for prompt and effective utilization of resources through the EMAC request process.

Review and Maintenance

As a minimum, The Emergency Management District will contact, coordinate and conduct an annual review of this annex with all support agencies. Additional reviews may be conducted if experience with an incident or regulatory changes indicate a need. Recommendations for change will be submitted to The Emergency Management District for approval, publication, and distribution.

Authorities and References

The Emergency Management Law, MS Code Ann. § 33-15 (1972)

Statewide Mutual Aid Compact Agreement (Attached)

NORFOLK SOUTHERN RAILROAD YARD

EMERGENCY RESPONSE PLAN



The Emergency Management District
4080 US Hwy 11
Hattiesburg, MS 39402

Emergency Contact List

1	Hattiesburg Fire		601.545.4910
2	Hattiesburg Police		601.545.4910
3	AAA Ambulance		601.264.3404
4	Forrest Co Sheriff		601.5447800
5	Emergency Management		601.544.5911
6	Norfolk Southern RR		800.453.2530

Checklist

		✓
1.	Get Aerial Photos	
2.	Get Maps	
3.	Notify Red Cross & Salv Army to set up Evac Center	
4.	Develop Emergency Notification Protocol	
5.	Identify Staging Area	
6.	Identify initial procedures for Incident Assessment & Air Monitoring	
7.	Determine Wind Speed / Direction / Temp / Humidity etc	
8.	Begin Plum Cloud Tracking	
9.	Determine Evacuation Zone	
10.	Identify Incident product that is leaking	
11.	Develop Traffic flow plan / Road Block	
12.	Set Up Media Relations, News Briefings etc.	
13.	Establish Incident Command	
14.	Determine What Incident level	
15.	Determine How contractors (i.e. USES) will enter the ICS System	
16.	Determine when it is Safe to Re-enter evacuated area/buildings	
17.	Determine what shelters would be used.	
18.	Determine Where City / County Government would move if evacuated.	
19.	Como for Operations	
	Fire Commo	
	Law Commo	
	EMS Commo	
20.	Notify Public Works for barricades and detour signs	
21.	Determine if Schools, Churches, Day Care Centers are in Evac Area	
22.	Determine Where HPD evacuates to (due to 1 mile radius)	
23.	Determine which Chemicals would cause Major Evacuation (worse Case Situation)	

HATTIESBURG NORFOLK SOUTHERN RAIL YARD EMERGENCY RESPONSE PLAN

Introduction

The purpose of this Emergency Response Plan is to establish an efficient, reliable and effective guide for a response to any Hazardous Material Incident that might occur in this Rail Yard. This plan will also serve as a guide to insure the safety of residences living in the area as well as responders deploying to an incident.

General

This plan will consist of Three (3) levels:

LEVEL I – is an incident that is contained in the area and involves only minor release of product that would not cause exposure or danger to residents outside the rail yard. Maximum effect range of any exposure of product or vapors would be 100 ft or less.

Example: Release of non-flammable material or minor derailment of a train with no release.

LEVEL II – is an incident involving product release that is of flammable or toxic nature that may pose a hazard to the Rail Yard area and immediate area. Notification and evacuation of an area not greater than 500 ft from center of release or downwind would be necessary.

Example: Propane tank car with a minor leaking valve that can be controlled. The leak should be confined to the immediate area around the vessel and no potential of expansion of the problem.

LEVEL III – is an incident that involves a Hazardous Material that is flammable or toxic in nature and of such quantity that it will likely travel by wind outside the rail yard and cause an explosive potential that could endanger people or structures outside the rail yard.

This level incident would require a notification and evacuation of the area from 500 feet to 1 mile in radius.

Response to this level incident would require extensive Fire, hazmat and Law Enforcement personnel to perform notification and evacuation procedures and then secure the area.

RESOURCE REQUIREMENTS

LEVEL 1 – Only Fire Hazmat and Emergency Personnel would be required to respond. Outside contract personnel as determined by Norfolk Southern Rail Road, OIC may be called for mitigation and clean-up operations. No evacuation would be necessary in a Level I incident because it is small in nature and poses no threat to people outside the Rail Yard.

LEVEL II – Response from Fire, Hazmat, EMA and Law Enforcement is required.

The immediate area around the Rail Yard should be blocked and secured. The Hazmat crew will determine the potential threat and recommend actions to be taken. Level II incident is such that protective action should be taken but no a threat that would cause evacuation of residents and structures, however, a Level II incident could escalate to a Level III if proper action is not taken quickly.

LEVEL III – Is an incident that has great potential to cause DEATH and INJURY to life and property within a ½ to one (1) mile radius of the Rail Yard.

Evacuation is required at this level. This may include a radius of ½ to one (1) mile and require resources from surrounding areas to include:

- | | |
|-----------------------------------|-------------------------|
| • Hattiesburg Police Dept | • USM |
| • Forrest County Sheriff's Office | • Ms Highway Patrol |
| • Petal Police Dept | • Hattiesburg Fire Dept |
| • Lamar Co Sheriff's Office | • Petal Fire Dept |

This response will require a well coordinated response from all available resources in the area. The downtown area of Hattiesburg, including all governmental offices and at least two (2) schools would be included in the ½ to one (1) mile radius. City Hall, City Offices, Forrest County Court Buildings and Nursing Homes are all included in the evacuation zone. Moving these populations will require extensive resources.

TRANSPORTATION

HAZMAT

PLAN

ANNEX

TRANSPORTATION HAZMAT PLAN

SITUATION: A HAZMAT incident along any roadway may cause an evacuation of residents within the effected area. This plan will serve as a standard operating guide for such an event.

NOTIFICATION: Upon receiving a 911 call, the receiving agency would notify the following agencies;

1. MHP (601-582-2935) if outside the city limits or to assist in the Operation.
2. Forrest Co. Sheriff's office (601-544-7800)
3. Hattiesburg Police Department (601-545-4910)
4. Hattiesburg Fire (601-545-4910) for Hazmat team and assistance in Evacuations.
5. The Emergency Management District (601-544-5911) or CD1 @ 601 606 9185, (601-545-4910 Hattiesburg Dispatch), (601-544-7800 after hrs Forrest Co. Sheriff's Dispatch)
6. Lamar Co. Sheriff's Office (601-544-2462) if adjacent to county lines And residents of Lamar Co. are evacuated.
7. MEMA – Emergency 24 hr. 1-800-222-6362
Non-Emergency 1-800-445-6362
8. DEQ – (601-961-5175)
9. MDOT – (601-544-6511)
10. AAA Ambulance (601-264-3404)
11. Fire Department which covers the accident area.
12. Red Cross (601-582-8151)
13. Salvation Army (601-544-3648)

RESPONSE AGENCY RESPONSIBILITIES

A. LAW ENFORCEMENT

1. Establish roadblocks and re-route traffic.
2. Assign areas of each agency to conduct evacuation operations.
3. HPD initiate REVERSE 911 call for area to be evacuated.
4. Determine security requirements and assign stations.
5. Insure evacuation is complete and verified with Fire.

B. FIRE SERVICE

1. Mitigation of HAZMAT situation.
2. Assist in road blocks and traffic control.
3. Contain any Fire Situation.
4. Provide Fire Safety stand-by.
5. DECON operations.
6. Insure evacuation is complete and verified with Law.

C. EMS

1. Treat and Transport, as needed and decon'd.
2. Stand-by for operational EMS support.
3. Notify area Hospitals.
4. Coordinate all Ambulance Services.
5. Provide EMS for Emergency Workers.

D. EMERGENCY MANAGEMENT

1. Notify MEMA – DEQ and any other State or Federal agency Needed on scene.
2. Establish Mobil Command Post.
3. Coordinate Media information.
4. Insure Incident Command is established.
5. Provide weather information.
6. Determine population and maps needed of evacuation zone.
7. Photos of area
8. Maintain log of all activity.
9. Activate EOC if required.
10. Maintain record of all Media Releases.
11. Establish incident Command Structure.
12. Process Local State of Emergency if needed.

E. HAZMAT – HATTIESBURG FIRE HAZAMT (OPERATIONS)

1. Identify product(s) and hazards involved.
2. Establish safety zone.
3. Where possible contain leaks, spills and run-off.
4. Identify evacuation zone.
5. Establish Incident Safety Plan and Safety Officer.

F. MDOT

1. Provide and establish traffic barriers, signs and detour signs.
2. Assist in Hazmat containment by providing sand and or other Materials for dams or absorption.

G. MDEQ

1. Assist in Hazmat assessment.
2. Assign contractor for Hazmat mitigation and clean up.
3. Provide Hazmat technical assessment to fire service.

H. MEDIA RELATION

1. Provide public information concerning evacuation area and Product releases.
2. Request that the public avoid the area.
3. Assist in notification of public to evacuate or shelter in-place As directed by the Fire Service.

I. FORREST COUNTY – (IF OUTSIDE CITY LIMITS)

4. Provide material for containment (ie, sand, dirt, etc).
5. Provide heavy equipment as requested by on scene Commander.

J. HATTIESBURG/PETAL WORKS

1. Provide traffic barricades.
2. Provide sand or dirt as needed.
3. Provide heavy equipment as needed.

K. RED CROSS/SALVATION ARMY

1. Open Shelters and handle mass care.
2. Provide Food for Emergency Workers.

L. AREA HOSPITALS

1. Prepare to receive and treat large number of patients.
2. Prepare to DECON patients if required.

M. OTHER ITEMS

1. Before, during and after clean-up take photographs.
2. Determine security requirements for evacuation area.
3. Determine how evacuation area is verified.
4. Determine shelter requirements.
5. Identify responsible party.
6. Determine time for evacuation...Approximately time to be out.

8. Re-route traffic; consider bridge limits on county roads.
9. Establish how often Media briefings will be held.
10. Maintain log from first notification to all significant action taken.
11. Be sure everyone evacuated is accounted for and are out. They
Need to know how to contact someone for information.
12. Will EOC be activated and what staffing level.

Forrest County Emergency Mangement School Emergency Response Plan

SCHOOL EMERGENCY RESPONSE PLAN

THE EMERGENCY MANAGEMENT DISTRICT

**CRISIS MANAGEMENT PLAN
PLANS AND PROCEDURES**

For

SCHOOLS WITHIN FORREST COUNTY

Rev. 2022

Forrest County Emergency Mangement School Emergency Response Plan

The purpose of this Emergency Response Plan is to establish an efficient, reliable, and fast procedure for responding to major crisis that could occur in the Forrest County, City of Hattiesburg, or City of Petal public school system.

This ERP may be implemented in times of major crisis or the potential of an incident that could escalate to a major crisis.

This ERP supersedes any School Emergency Response Plan dated prior to this date.

Glen Moore, Executive Director

Date

INITIAL EMERGENCY CALL OUT PROCEDURES -

****CONDITION I **
STANDBY MODE ONLY!**

CONDITION I (STAND-BY)

SCHOOL FACILITY contacts:LAW ENFORCEMENT JURISDICTION.

LAW ENFORCEMENT Contacts:FORREST COUNTY S.O. & SROs
.....PETAL PD & PETAL SCHOOLS PD
.....HATTIESBURG PD & HATTIESBURG SCHOOLS PD
.....MS HWY PATROL
.....AAA AMBULANCE
.....EMERGENCY MANAGEMENT
.....LOCAL FIRE JURISDICTION

****CONDITION I IS STANDBY MODE ONLY****

EMERGENCY MANAGEMENT

.....RECALLS ALL AGENCIES TO PLACE ON STAND-BY
.....RED CROSS – SALVATION ARMY

****CONDITION II ****
RESPONSE MODE!

CONDITION II (RESPONSE)

SCHOOL FACILITY (911) contacts:LAW ENFORCEMENT JURISDICTION.

LAW ENFORCEMENT Contacts:FORREST COUNTY S.O. & SROs
.....PETAL PD & PETAL SCHOOLS PD
..... HATTIESBURG PD & HATTIESBURG SCHOOLS PD
..... MS HWY PATROL
..... AAA AMBULANCE
.....EMERGENCY MANAGEMENT
..... LOCAL FIRE JURISDICTION

****CONDITION II IS RESPONSE MODE****

EMERGENCY MANAGEMENT

.....RECALLS ALL AGENCIES TO STAND-BY FOR RESPONSE
.....RED CROSS – SALVATION ARMY
.....MEMA
.....PINE BELT MENTAL HEALTH (CISM) *(NOTIFIED BY RED CROSS)

INTRODUCTION

I. STATEMENT OF PURPOSE

"The purpose of this EMERGENCY RESPONSE PLAN is to identify responding agencies and assign tasks in response to emergency conditions (major crisis) involving any School Campus and its population."

II. SITUATION

An act of violence on a school campus involving firearms, bombs or other devices which can inflect harm to students, staff or directors. This situation would be of such scope that would be beyond the capability of school staff, school security and would require multi-agency response.

III. ASSUMPTION

During the normal school day staff and facility can handle routine emergencies. However, events with potential threat or actual harm through fire arms or other devices being discharged, or threatened to discharge, and or hostage situations, would require response from all area Law Enforcement Agencies, EMS and Emergency Response Agencies.

IV. COMMAND AND CONTROL

The Agency in charge of the event will be the Law Enforcement agency; with responsibility for that area i.e. Forrest S.O. - county area, Petal Police Department - Petal city limits and HPD city of Hattiesburg.

INCIDENT COMMAND

- A. The first officer arriving on site will assess the situation and establish the Command Post and assume command of the situation until relieved by someone of higher authority. The first Incident Commander will report to their dispatch the nature of the situation and request the necessary support from other agencies.**

- B. Upon arrival of first units control of the following situation information should be first priority:**
 - 1. Is the person or persons causing the harm still on site?**

 - 2. Injuries? How many? How severe? Can they be reached safely by EMS?**

 - 3. Protection of students, staff and guest**
 - a. Where should they go?**
 - b. How do they get there?**
 - c. Who is responsible for their safety and accountability?**

 - 4. BE AWARE THAT THE CAMPUS HAS BECOME A CRIME SCENE AND TAKE PROTECTIVE MEASURES TO PRESERVE THE EVIDENCE.**

 - 5. Permanent Command Post location? The following considerations should be addressed:**
 - a. CP should be easily recognizable and accessible to more than one road if possible.**

Forrest County Emergency Mangement School Emergency Response Plan

- b. Location should be close but not in danger of the event.**
- c. Crowd control measures taken to limit access to the CP.**
- d. Length of Operation from CP.**

6. Traffic Control - considerations.

- a. Parents trying to get to the school, on-lookers and normal day-to-day traffic problems.**
- b. Decision to BLOCK TRAFFIC on roads adjacent to school campus should take into consideration the following:**
 - Intensive manpower and lots of time.**
 - Could hinder access of emergency traffic to and from the school.**
 - Is it safe for traffic to continue adjacent to school campus?**
 - Should roadblocks begin on campus and expand outward as necessary and as manpower becomes available?**
- c. Develop a traffic pattern on Campus to accommodate emergency traffic and allow the entrance and exit of school buses if school has to be evacuated.**

7. Isolate the campus and designate safe areas that are away from harm if possible.

8. IC assigns SECURITY to CP - MEDIA – FAMILY assemblies.

AGENCY RESPONSIBILITY

SCHOOL OFFICIALS

_____ **PLACE 911 CALL AND REPORT THE SITUATION. STAY ON LINE WITH 911 TELECOMMUNICATOR TO GIVE ADDITIONAL INFORMATION.**

_____ **INSURE THE SUTDENTS, STAFF AND OTHER CAMPUS VISITORS ARE MOVED TO A SAFE PLACE. (THIS MAY BE IN THE BUILDING IF THE INCIDENT IS OUTSIDE, OR IT MAY REQUIRE THE EVACUATION OF THE BUILDING IF INSIDE INCIDENT.)**

_____ **MAINTAIN CONTROL AND ACCOUNTABILITY OF THE STUDENTS AND STAFF.**

_____ **KEEP OPEN PHONE LINES FOR EMERGENCY CALLS.**

_____ ***ESTABLISH CONTACT WITH FIRST ARRIVING LAW OFFICER AND REPORT THE SITUATION.***

_____ **SCHOOL OFFICIALS (Superintendent or his/her representative) TO BE LOCATED AT CP**

_____ **PROVIDE EMERGENCY ACTION KIT TO THE COMMAND POST:**

Floor Plans of all buildings with the following info:
Location of Lockers
Electrical Power systems
Gas main shut-offs

**PHONE NUMBERS OF ALL PHONES AND
THEIR LOCATION.**

Campus layout showing each bldg and all roads

Arial photos

Emergency Contact numbers for staff

Maintenance personnel contact list

**_____ SCHOOL OFFICIALS SHOULD BE LOCATED AT THE STUDENT
ASSEMBLY AREA**

**_____ AFTER THE Incident Command IS ESTABLISHED, SCHOOL
RESOURCE OFFICER (POLICE) STATIONED AT THE CP TO ADVISE
TACTICAL UNIT OF SCHOOL LAYOUT OR OTHER INTELLIGENCE
NECESSARY FOR TACTICAL OPERATIONS.**

**_____ EVACUATION AND TRANSPORTATION OF STUDENTS AND
FACULTY TO A PRE-DETERMINED LOCATION. SCHOOL STAFF
WILL ACCOUNT FOR ALL STUDENTS AND MEET PARENTS TO PICK
UP STUDENTS.**

- **This must be supported by Law Enforcement and a media
statement telling Parents where to assemble.**

**_____ BOMB SEARCH TEAM FROM SCHOOL SHOULD BE
AVAILABLE TO SEARCH THE BUILDING WITH LAW
ENFORCEMENT OR EOD.**

**_____ BE PREPARED TO HANDLE OUTSIDE MEDIA WITH LIVE
TELECAST VEHICLES FROM MANY STATIONS. THIS WILL
REQUIRE A GREAT DEAL OF COORDINATION AND BE A MAJOR
CONTROL FACTOR IF NOT HANDLED PROPERLY.**

PRIMARY LAW ENFORCEMENT AGENCY

____**CONTAIN THE SITUATION**

____**ESTABLISH INCIDENT COMMAND**

____**REQUEST ASSISTANCE THROUGH YOUR
DISPATCH. i.e. EMS - ADDITIONAL LAW
ENFORCEMENT - FIRE DEPARTMENTS - etc.**

____**CONTINUE ASSESSMENT OF THE SITUATION AND
UPDATE DISPATCH TO DISSEMINATE INFORMATION
TO RESPONDING AGENCIES.**

____**ESTABLISH COMMUNICATION WITH SCHOOL
OFFICIALS ON CAMPUS.**

____**ISOLATE SCHOOL CAMPUS TO PREVENT ENTRY
AND EXIT BY VEHICLES.**

____**RESPOND ON PRIMARY TALK GROUP – GO TO
LAW COMMAND UPON ARRIVAL.**

MUTUAL AID LAW ENFORCEMENT AGENCY

**_____ ASSIST PRIMARY LAW IN CONTAINMENT AND
CONTROL OF THE SITUATION**

**_____ ASSUME POSITIONS OF ASSIGNMENT AS PER THE
PLAN OR AS ASSIGNED BY OIC ON SITE.**

**_____ KEEP TRAFFIC MOVING ON ROADS ADJACENT TO
THE SCHOOL TO ALLOW EMERGENCY ACCESS**

**_____ REQUEST 2 WRECKERS TO STAGE AT THE OUTER
LIMITS OF THE ROAD BLOCKS TO ASSIST IN
CLEARING ROAD OF ABANDONED AUTOS**

_____ RESPOND (AS ON PAGE 5)

LOCAL FIRE DEPARTMENT

_____ **BE AWARE THAT THE SITUATION MAYBE LIFE
THREATENING (OTHER THAN FIRE!) DO NOT APPROACH
WITHOUT LAW ENFORCEMENT CLEARANCE.**

_____ **ASSIST LAW ENFORCEMENT IN TRAFFIC CONTROL**

_____ **PROVIDE FIRST- RESPONDERS AND EMERGENCY RESCUE
ASSISTANCE TO AAA AND OTHER EMS PERSONNEL**

_____ **ASSIST IN SEARCH AND RESCUE (SAR) MISSIONS AS ASSIGNED
BY INCIDENT OIC.**

_____ **RESPOND TO ANY FIRE OR FIRE RELATED SITUATION ON
CAMPUS ONLY IF GIVEN CLEARANCE.**

_____ **RESPOND ON PRIMARY TALK-GROUP – GO TO LAW
COMMAND UPON ARRIVAL**

MISSISSIPPI HIGHWAY PATROL

_____ **ASSIST IN TRAFFIC CONTROL AROUND THE SCHOOL CAMPUS**

_____ **PROVIDE TACTICAL SUPPORT IF NEEDED TO THE PETAL PD
TO GAIN AND MAINTAIN CONTROL OF THE SITUATION**

_____ **MAN ROAD BLOCK AS IN DIRECTED ON THE MAP ALONG THE
MAIN HIGHWAYS ADJACENT TO THE SCHOOL**

_____ **RESPOND ON PRIMARY TALK-GROUP – GO TO LAW
COMMAND UPON ARRIVAL**

MUTUAL AID POLICE DEPARTMENT

____ PROVIDE MUTUAL AID TO POLICE DEPARTMENT IN LAW ENFORCEMENT DUTIES AT THE SCHOOL

____ ASSIST RESPONDING AGENCIES IN TRAFFIC CONTROL

____ PROVIDE STAR TEAM RESPONSE TO HOSTAGE SITUATION OR ARMED SUSPECT ON CAMPUS

- **____ REPORT TO CP UPON ARRIVAL IN PERSON OR VIA 800 MHZ RADIO AS DIRECTED BY HPD DISPATCH**

____ RESPOND ON PRIMARY TALK-GROUP – GO TO LAW COMMAND UPON ARRIVAL

AAA AMBULANCE SERVICE

- **____ PROVIDE MEDICAL SUPPORT AT STAGING AREA AS REQUIRED**
- **____ CONTACT HOSPITALS OF SITUATION AS REQUIRED**
- **____ SET UP TRIAGE AREA IF REQUIRED**

____ SENIOR MEDICAL PERSON ON SITE - DETERMINE NUMBER OF AMBULANCES & MEDICAL RESPONSE NEEDED

Forrest County Emergency Mangement School Emergency Response Plan

- **_____ DETERMINE IF VICTIMS ARE IN AN AREA THAT IS SAFE TO TREAT**

_____ COORDINATE WITH CP AND SCHOOL OFFICIALS ON NUMBER OF PERSONS TREATED AND TRANSPORTED. *IF POSSIBLE - NAMES OF TRANSPORTED PERSONS SHOULD BE TRANSMITTED TO SCHOOL OFFICIALS AND SENIOR LAW ENFORCEMENT REP ON SITE.

_____ COORDINATE ALL EMS FUNCTIONS INVOLVED IN THE INCIDENT.

_____ MAINTAIN CONTACT WITH CP AND KEEP UPDATED INFORMATION AVAILABLE TO THE OIC.

_____ PROVIDE SUPPORT TO FAMILY ASSEMBLY AREA

_____ WILL OPERATE ON PRIMARY OR AS ASSIGNED BY DISPATCHER

EMERGENCY MANAGEMENT

____ PROVIDE COMMUNICATION SUPPORT TO RESPONDING AGENCIES

____ PROVIDE MOBILE COMMAND POST VEHICLE AND SUPPORT PERSONNEL AS REQUIRED

- **____ ASSIST INCIDENT COMMANDER IN COORDINATION OF OPERATIONS**
- **____ PROVIDE LOGISTICAL SUPPORT: i.e. SALVATION ARMY AND/OR RED CROSS ASSISTANCE.**
- **____ ESTABLISH A JOINT INFORMATION CENTER**

____ CONTACT OR (RE-CONTACT) ALL RESPONSE AGENCIES AND APPRAISE THEM OF THE SITUATION. REQUEST ALERT STATUS OF ALL RESPONDING AGENCIES AND COMMUNICATE REQUEST FOR RESPONSE WHEN DIRECTED BY OIC.

____ RESPOND ON PRIMARY TALK-GROUP – GO TO LAW COMMON UPON ARRIVAL.

AMERICAN RED CROSS

____ **PROVIDE SUPPORT AT STUDENT AND FAMILY ASSEMBLIES.**

____ **ASSIST SCHOOL OFFICIALS AT ASSEMBLY AREAS IN ANY WAY POSSIBLE.**

- ____ **RESPONSIBLE FOR COORDINATING ANY ASSEMBLY AREA REFRESHMENTS (IF NEEDED).**
- ____ **RESPONSIBLE TO NOTIFY AND WORK WITH AND ALONG SIDE MENTAL HEALTH PERSONNEL IN THE ASSEMBLY AREAS.**

____ **ASSIST IN KEEPING RECORDS OF ALL STUDENTS AND THEIR RELEASE TO PARENTS (IF SCHOOL OFFICIALS DESIRE THIS HELP).**

____ **PROVIDE NURSES IN THE ASSEMBLY AREA TO HELP WITH MINOR CUTS AND ABRASIONS IF NECESSARY.**

SALVATION ARMY

____ **RESPONSIBLE FOR REFRESHMENT NEEDS OF EMERGENCY AND RESPONSE WORKERS ON COMMAND POST SITE. (THIS COULD BE MANY, MANY HOURS OPERATION.)**

____ **ESTABLISH A “RELAXATION” AREA (ON COMMAND POST SITE BUT AWAY FROM CP) FOR EMERGENCY WORKERS. PROVIDE REFRESHMENTS- CHAIRS – ETC. IN A SHADED OR TENTED AREA IF POSSIBLE.**

____ **PROVIDE SPIRITUAL SUPPORT IN “RELAXATION” AREA FOR EMERGENCY WORKERS.**

____ PROVIDE SPIRITUAL SUPPORT TO BOTH RESPONSE WORKERS AND VICTIMS AND FAMILIES.

- **____ COORDINATE WITH OTHER SPIRITUAL SUPPORT GROUPS “LOCAL MINISTER’S AND MINISTERIAL GROUPS” IN PROVIDING SPIRITUAL SUPPORT TO VICTIMS AND FAMILIES.**

MENTAL HEALTH

____ PROVIDE SUPPORT AT STUDENT AND FAMILY ASSEMBLIES

____ ACTIVATE “CISM” FOR BOTH STUDENTS AND EMERGENCY WORKERS.

- **____ PROVIDE MENTAL HEALTH “CISM” PERSON AT “RELAXATION AREA” ESTABLISHED BY SALVATION ARMY AT THE COMMAND POST AREA SITE.**

CONCEPT OF OPERATIONS

INITIAL NOTIFICATION

School Official upon observing an incident that has occurred or has the potential of escalating to a dangerous situation, place the initial 911 call and request assistance.

The telecommunicator that received the call should notify the following agencies and advise them to respond and what communication channel to use.

- **Forrest S.O.**
- **Petal PD**
- **Hattiesburg PD**
- **MHP**
- **Petal Fire Dept**

As the responders arrive and contact the Incident commander at the CP and assume assigned duties. Contact with the CP should be maintained through MSWiN radio system.

An Administrative Officer should be appointed at the CP to maintain a record of units arriving, their assigned responsibility and means of communication.

All operations should be coordinated through the CP

The Incident Commander or his representative should approve all operations and be kept abreast of any changes as they occur.

MEDIA

A Public Information Officer (PIO) should be appointed and available to brief the media.

- **A Joint Information Center (JIC) shall be established adjacent to but away from the CP.**
- **As media personnel arrive they should be directed to this designated area and advised to wait for a briefing and updated.**
- **All media questions should be directed to the PIO via the JIC.**

FAMILY ASSEMBLY

An area should be established that allows parents to assemble to obtain information about the safety of their children.

A school official should be present to keep the parents informed.

- **The Incident Commander (IC) will appoint a Law Enforcement Agency to be responsible for security at this location.**

WITNESS HANDLING

An area away from the school should be established to hold any witnesses until their parents can be contacted.

A school official should accompany the students that witnessed the incident to this location and maintain accountability until the Law Enforcement Agency in charge releases them to their parents.

EMERGENCY ROAD CLEARANCE PLAN

The PSAP of the response area will request at least (2) TWO WRECKERS be staged at the road blocks on the outside limits of the area to assist in clearing autos that are blocking the road.

Where possible, vehicles will be towed to a safe area off the road and left so traffic can move. If this is not possible a designated area will be established to store these vehicles during the emergency.

The objective is simply to clear the road and where possible leave the vehicle close to the area where its owner abandoned it for later retrieval. This will need to be accomplished rapidly to avoid delay of access to the school campus by emergency vehicles.

SCHOOL CAMPUS DESIGNATED AREA

(See campus map)

COMMAND POST

- **Located close to the school building involved but in a safe area from hazards such as gunfire or bomb threat. Location should have access to public roads so responders can reach the CP.**
- **Security of the CP should be considered. Only authorized persons should be allowed in the CP area location.**
- **Police officers should provide CP security.**
- **The CP will be established at the location per the plan or as assigned by IC**
- **TEMD will advize as to the best location for the CP and provide the Mobile Command Post if deemed necessary.**
- **A representative from each Law Enforcement agency will provide a CP representative to be in the CP area that will maintain operational status of his/her agency on site.**
- **Resource inventory and location will be maintained in the CP through communications with all response agencies. As agencies report to CP area a report of available resources will be made to the representative in the CP area.**
- **TEMD staff will maintain a resource allocation chart in the CP area for availability and utilization during the operation.**
- **All units will communicate with their agency representative in the CP area for assignment of tasks.**
- **NO OPERATION WILL BE INITIATED OR SUSPENDED WITHOUT CONFIRMATION FROM THE CP or IC.**

COMMAND POST PERSONNEL

Incident Commander (Unified Command)

Communications Officer

Operations Officer

Scribe (Admin Officer)

Public Information Officer

Emergency Management/ Liaison Officer

EMS Officer

Fire Officer

JIC (Joint Information Center – Media Assembly)

This area should be located a safe distance from the incident area but close enough for media to view area safely.

- **A representative from the School System and Law Enforcement should be located with the media to provide current information and keep the media abreast of the conditions.**
- **Scheduled News Conferences should be announced and held at the Media assembly area.**
- **Media WILL NOT interview students at the scene.**

PARENT'S ASSEMBLY AREA

- **This area should be clearly designated.**
- **Possible assembly area could be School Auditorium - or some type area that could accommodate large numbers of persons. Assembly area could possibly be a parking lot area. All assembly areas must be in a non-danger area.**
- **Parents should be allowed to assemble and obtain information about the welfare of their child.**

Law Enforcement and school officials should be present at this area to provide correct information to parents.

- **Many Parents will want to talk to their child or check them out. If the child leaves the campus School officials should record the time and person who checked the child out.**

STUDENT VEHICLES ON CAMPUS

Because of safety concerns, Students should be discouraged from leaving the campus in their cars until situation is under control.

- **Traffic conditions will be extremely hazardous during an incident and allowing students to enter the traffic flow will only add to the confusion.**

ROAD BLOCKS AND TRAFFIC CONTROL

NOTE: Traffic will be a major problem during an incident. Parents will be trying to get to the schools in large numbers. Emergency vehicles will need unrestricted access. Some vehicles will likely be abandoned in the road and require towing.

- **First concern should be safety of the traffic from any harm from the incident, i.e. gun fire, bomb blast, etc.**
- **Initially traffic will be blocked and detour routes established around the school.**
- **Officers will be placed at intersections along the detour area to prevent access and allow emergency vehicles access to school.**
- **Where possible the left lane will be used by emergency traffic to proceed with caution to reach the campus.**
- **As the campus situation becomes contained and under control - traffic will be allowed to resume adjacent to the school but access to the campus limited by law enforcement.**

Traffic must continue to move adjacent to the campus and closely monitored by law enforcement.

Fire Department personnel can be used to direct traffic around detour routes and prevent access to primary blocked areas through minor roads that intersect with blocked highways.

CONDITION 1

CONDITION 1 - Threat Exist but Emergency Response is NOT needed by all Responders, just the Primary Law Enforcement Agency

School Administration will place an Admin call to the following 911 centers:

FORREST SHERIFF	601 544 7800
PETAL PD	601 544 5331
HATTIESBURG PD	601 545 4910
AAA AMBULANCE	601 264 2221
EOC	601 544 5911

CONDITION 2

CONDITION 2 - An incident has occurred on the school campus that has resulted in injury or hostage situation and response is required for all area Emergency Responders.

School Administration will place a 911 call to their dispatch center.

The receiving dispatch center must dispatch all available units to the incident and notify all other dispatch centers.

The receiving dispatch center will monitor and pass on all relevent information to other dispatches until the COMAAND POST is establish and relinquish command.

FIRST ARRIVING UNIT

FIRST ARRIVING UNIT SHOULD:

- 1. Locate School Officials who should meet them outside the building involved and provide all vital information concerning the situation.**
- 2. Establish a Command Post notify DISPATCH where it is located.**
- 3. Determine what action is required to contain and control the situation.**
- 4. Assign tasks to officers arriving for response to the campus.**
- 5. Determine if roads should be closed and traffic detoured.**
- 6. Update Senior Officer upon arrival and relinquish Command to OIC.**

****ONCE INITIAL RESPONSE IS COMPLETE, UNIFIED COMMAND STRUCTURE WILL BE FORMED BETWEEN SCHOOL OFFICIALS, SENIOR LAW ENFORCEMENT OFFICERS, EMERGENCY MANAGEMENT, FIRE & EMS.****

UNIFIED COMMAND

- 1. Will operate out of the CP and establish and maintain communications with all units on site and the Dispatch Operations.**
- 2. All operations will be preformed with the notification and approval of the OIC and unified command.**
- 3. Records of all operations will be maintained at the CP.**
- 4. Personnel from Emergency Management or another response agency will serve as recorders and maintain maps and radio communication with field operations.**

UNIFIED COMMAND AND MEDIA RELEASE

- 1. Unified Command will prepare a statement for Media and determine the PIO for the Incident.**
- 2. An initial MEDIA RELEASE will be prepared and communicated to all media sources as soon as possible after arrival.**
- 3. Regular media conferences will be established and information communicated to the public through these conferences.**
- 4. Only the PIO or IC will be authorized to release information to the media.**

COMMAND AND CONTROL

- **All responding agencies will remain under the Direct Command of the Senior Officer from their agency.**
- **Operational control for the Incident will be assigned to the Senior Law Enforcement Officer (IC) of the jurisdiction in which the operation is conducted.**
- **The Senior Officer from each responding agency will coordinate with the Incident Commander via the Command Post.**
- **No operations will be initiated or suspended without coordination with the IC at the CP.**

Forrest County Emergency Mangement School Emergency Response Plan

Forrest County, Petal, Hattiesburg & Private Schools

Central Baptist School	35 PD Freeman Rd	Hattiesburg	601 544 0161	N31.28322 W-89.29276
Dixie Attendance Center	790 Elks Lake Rd	Hattiesburg	601 582 4890	N31.21697 W-89.30223
Earl Travillion	316 Travillion Rd	Hattiesburg	601 584 9303	N31.27609 W-89.26129
FCAHS	215 Old Hwy 49E	Brooklyn	601 582 4741	N31.07058 W-89.18714
Grace Christian Elementary	2207 W7th St	Hattiesburg	601 583 0662	N31.33644 W-89.32461
Hattiesburg High School	301 N Hutchison Ave	Hattiesburg	601 544 0811	N31.32823 W-89.30981
Hawkins Elementary	526 Forrest Ave	Hattiesburg	601 583 4311	N31.32823 W-89.29627
Innova Preparatory	1000 Broadway Dr	Hattiesburg	601 909 6605	N31.30752 W-89.31374
Lillie Burney/STEAM Academy	901 Ida Ave	Hattiesburg	601 582 5291	N31.30436 W-89.30466
Lowery Woodall Center (PRCC)	906 Sullivan Dr	Hattiesburg	601 554 4646	N31.26220 W-89.27263
North Forrest Attendance	702 Eatonville Rd	Hattiesburg	601 584 6466	N31.41286 W-89.32839
North Forrest High School	693 Eatonville Rd	Hattiesburg	601 545 7714	N31.41295 W-89.32971
NR Burger Middle School	174 WSF Tatum Dr	Hattiesburg	601 582 0536	N31.29600 W-89.29517
PCS Elementary	103 WSF Tatum Blvd	Hattiesburg	601 268 3867	N31.28980 W-89.31418
PCS High School	221 Bonhomie Rd	Hattiesburg	601 582 4956	N31.28606 W-89.31139
Petal 3D School	120 South George St	Petal	601 450 3333	N31.34546 W-89.26742
Petal Elementary	1179 US Hwy 42	Petal	601 582 7454	N31.35274 W-89.20238
Petal High School	1145 US Hwy 42	Petal	601 583 3538	N31.35201 W-89.20496
Petal Middle School	203 E Central Ave	Petal	601 584 6301	N31.34805 W-89.25933
Petal Primary School	60 Herrington Rd	Petal	601 554 7244	N31.35607 W-89.21174
Petal Upper	400 Hillcrest Loop	Petal	601 584 7660	N31.33669 W-89.25660
PRCC	5488 US Hwy 49	Hattiesburg	601 554 5555	N31.28533 W-89.29679
Rawls Springs Attendance	10 Archie Smith Rd	Hattiesburg	601 268 2217	N31.38159 W-89.37121
Rowan Elementary	500 MLK Dr	Hattiesburg	601 582 0227	N31.30919 W-89.29880
Sacred Heart Elementary	608 Southern Ave	Hattiesburg	601 583 8683	N31.32217 W-89.28844
Sacred Heart High School	510 West Pine St	Hattiesburg	601 450 5736	N31.32295 W-89.29412
South Forrest Attendance	8 Burbone St	Brooklyn	601 545 7714	N31.05728 W-89.18448
Thames Elementary	2900 Jamestown Rd	Hattiesburg	601 582 6655	N31.31338 W-89.33763
William Carey University	710 William Carey Parkway	Hattiesburg	601 318 6051	N31.30440 W-89.29222
Woodley Elementary	2006 O'Ferrall St	Hattiesburg	601 583 8112	N31.32240 W-89.32169



The Emergency Management District

Emergency Sheltering Support Plan

This document serves as a guide to mobilize, operate, and demobilize emergency shelters.

The Emergency Management District Sheltering Support Plan

Approval and Implementation

This plan will be effective upon submission by the Emergency Management District's Executive Director and approval by the Emergency Management District's Council President.

This plan will be executed upon order of the President of the Emergency Management District's Council, or his authorized representative.

This document replaces and supersedes all previous versions of the Forrest County Shelter Plan.



Glen Moore

Executive Director

The Emergency Management District

3/15/2021
Date



Terry Martin

President

The Emergency Management District Council

3/15/2021
Date

This document is intended to assist county-level stakeholders in developing county-specific plans for opening, managing, and closing shelters during catastrophic and potentially catastrophic incidents. Whenever possible, this plan is written to allow for a collaborative sheltering effort between Forrest County and other local, state, federal, and non-governmental stakeholders.

The Emergency Management District Sheltering Support Plan

Record of Changes

As changes are made to this plan, the following procedures should be followed:

1. The Emergency Management District will issue all changes to holders of the plan through electronic media, email, or hard copy.
2. Upon receiving written notification regarding changes to this plan, individuals issued a hard copy should insert new pages and remove and destroy old pages. Minor changes may be made on existing pages by pen and ink.
3. When any change is made, enter the log below accordingly.

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The Emergency Management District Sheltering Support Plan

1. INTRODUCTION. The Forrest County Community Shelter is frequently used as a Safe Room shelter and a Cold Weather Shelter as well as being used to brief stakeholders prior to major weather events and is not subject to this plan. The Emergency Management District's Sheltering Support Plan is to be used when the Executive Director of the Emergency Management District authorizes the opening of the Forrest County Community Shelter located at 946 Sullivan Drive, Hattiesburg. The Shelter Support Plan is a guide for when the shelter is required to be used for safe sheltering after a major event, disaster or emergency.

2. PURPOSE, SCOPE, PLANNING ASSUMPTIONS, SITUATION.

a. Purpose. The purpose of this sheltering support plan is to define the framework to support Forrest County with shelter operations during a response to a major or catastrophic incident. Sheltering will be initiated in accordance with Emergency Support Function (ESF) #6 of the Forrest County Comprehensive Emergency Management Plan (CEMP). ESF #6 deals with the provision of mass care, emergency assistance and human services support for victims of natural, man-made and technological emergencies and disasters. Sheltering is the immediate housing option following a disaster to ensure a safe and sanitary environment.

b. Scope. This plan describes the coordination steps and implementation procedures necessary to meet the shelter support requirements within Forrest County in order to support the county and respond to the needs of the population affected by an incident. Daily

This plan also:

- (1) Describes the response capacity and strategy of the Forrest County Shelter Task Force (STF) designed to meet the shelter support needs of affected jurisdictions.
- (2) Provides procedures for managing the resources available to the county.
- (3) Promotes a spirit of cooperation and mutual support among organizations providing and supporting the sheltering response.

The State of Mississippi only has one Medical Shelter, which is located in Stone County. In order to access the State Medical Shelter, initial contact must be made with ESF #6 to mission assign ESF #8 to the medical shelter. Maximum capacity at the State Medical Shelter should not exceed 50 residents and county should have independent transportation plans for transporting the medically fragile. If the State Medical Shelter is at capacity, it is incumbent upon the county to take responsibility for sheltering the medically fragile. Medical sheltering is the responsibility of ESF #8. ESF #6 supports as appropriate, if requested by ESF #8.

c. Planning Assumptions:

The Emergency Management District's Shelter Support Plan is based on assumptions that provide a basic foundation for establishing Operating Procedures and Checklists. These assumptions must cover a wide range of potential hazards, from natural disasters (tornado, flood and hurricanes) to various man made disasters (train derailment and other Hazardous Materials leakages including Petal Salt Domes). Therefore the plan's assumptions will be based on general considerations.

(1) Public sheltering is a local government responsibility in collaboration with community partners; responsibilities include designating, planning, resourcing, operating and closing of public shelters.

(2) School shelters may not be available. In this case, an alternative shelter site should be identified for the general population.

(3) Due to the COVID pandemic, non-congregate shelters will have to be utilized in order to decrease the spread of COVID-19.

(4) Participating organizations will develop internal procedures and train personnel to perform the duties and responsibilities described in this plan. Internal procedures and trained personnel will be paramount to the success of the assistance process.

(5) Most people who will require sheltering will not arrive at the shelter with a 72-hour supply of essential life-sustaining items. Many may not have essential medication, prescriptions and other items they need to maintain health, safety and independence.

(6) People may arrive at a shelter with their household pets and the household pets will need sheltering and appropriate care.

(7) Regardless of instructions from public officials those impacted by catastrophic incident will act in their own perceived best interest. They will either: a) stay in their own home; b) seek public shelter; c) leave the impacted area; or d) stay with friends or family within the impacted area.

(8) Infrastructure problems, transportation, debris, and external factors may impede delivery of sheltering supplies and may require staging.

(9) In non-catastrophic events, there are adequate resource pipelines, commodities, and trained staff to execute this plan in a timely manner.

(10) Staff and volunteers are impacted by an incident either directly or indirectly resulting in unavailability or delayed response to help. Depending on the duration of the

sheltering support programs, this may also be true in providing adequate staff for long-term/sustained activations.

(11) Prior to an incident, The Emergency Management District will coordinate with volunteer organizations to define the sheltering support plan in their jurisdictions.

(12) In catastrophic incidents, support to high impacted areas will be extremely limited and/or take an abnormal amount of time to become established.

d. Situation:

Prior to any shelter opening The Emergency Management District will:

1. Notify all Emergency Services.
2. Develop and coordinate shelter operations.
3. Develop Public Information activities.
4. Stock shelters with appropriate supplies.

A major incident has occurred which requires sheltering support to individuals affected by the incident. This event may be located within one jurisdiction or spanning multiple jurisdictions. These events will be either notice or no-notice events that will have cascading or compounding impacts that affectsheltering support operations.

The bullets belowprovide an outline that Forrest County may use as a guide for developing a situation summary and checklist for either a notice or no-notice event.

- Define the scope and scale of the disaster.
- Determine the demographics of the affected population that will need shelter and the number of shelters required. (Demographic information can be found using the Dept. of Labor's Bureau of Labor Statistics)
- Determine resources required to meet the defined need.
- Determine resources available from NGOs, State agency shelter caches or the private sector.
- Identify any shortfalls.

There are three (3) main reasons in which shelters will be opened:

- (a) Mandatory evacuations
- (b) Widespread power outages
- (c) Extended displacement from residence

3. CONCEPT OF OPERATIONS.

a. General. All emergencies and incidents begin locally, and initial response actions will be conducted by The Emergency Management District. The American Red Cross is the primary organization that delivers sheltering support in an incident within Forrest County. A concerted effort is made to incorporate other ad hoc organizations providing assistance into the shelter support plan.

The Emergency Management District will coordinate directly with the shelter providers and other community partners within Forrest County to provide sheltering, ideally 72 hours before impact. This will ensure proper time to mobilize resources. If the decision is delayed, or if there is a short notice storm, 48 hours is the absolute latest that an operation can be mobilized. However, mobilizing support can be organized in as little as 24-hour notice but may prove to be difficult. The Emergency Management District will retain operational control of their assets and resources. The coordination for the Forrest County sheltering support plan is conducted at the Forrest County Emergency Operations Center (EOC) with the relevant agency liaisons.

During a catastrophic incident, response operations, to include sheltering, will be incident dependent. The sheltering phase is the responsibility of Forrest County Government, Hattiesburg and Petal Government and participation of The Emergency Management District in this process is critical to successful shelter transition. Involvement of local agencies can have a positive impact on helping shelters to open, operate, and close.

b. Local Government and Other Key Sheltering Roles. The partnership requires that the local authorities and the American Red Cross (ARC) work cooperatively during the preparedness phase to clarify roles and responsibilities and timeframes for response (as outlined below). Local authorities may also work in cooperation with other volunteer disaster assistance organizations to provide disaster relief. Volunteers will acquire ARC certifications and be available on short notice to open and operate an ARC sanctioned shelter. ARC sanction is imperative in opening a shelter due to liability and other issues.

(1) The County will:

- (a)** Designate Shelter Coordinator(s).
- (b)** Develop a Memorandum of Understanding with the ARC.
- (c)** Identify county designated shelter facilities.
- (d)** Train staff to operate disaster shelters.
- (e)** Provide care and shelter services.

(2) The ARC will:

- (a)** Provide care and shelter services.
- (b)** Provide no-cost shelter training
- (c)** Meet regularly with county representatives to engage in cooperative care and shelter planning.

(3) Salvation Army:

- (a)** Food and hydration services (including mobile kitchen units)
- (b)** Clothing distribution
- (c)** Assistance in home clean up (for seniors and people with disabilities)
- (d)** Mental health counseling (coordinate with MDMH)

(4) Local businesses:

(a) Businesses often donate goods and services to assist the community in its recovery from a disaster. Forrest County may establish pre-disaster agreements with local businesses to expedite the purchase or use of equipment and supplies required for shelter operations.

(5) Other Sheltering Support Organizations

- (a)** Community and Faith-based organizations (including Community Emergency Response Teams [CERTs])
- (b)** Trade associations (Real estate, restaurant, grocer, etc.)
- (c)** Long-Term Recovery Committee, if applicable

c. Shelter Management Staff Operations. A critical component to operating a disaster shelter is the Shelter Management staff. The staff is responsible for inspecting the facility for safety; establishing communication with the Forrest County Emergency Operations Center (EOC); registering shelter occupants; and identifying individuals who need Functional Needs Support Services (FNSS). The Shelter Management staff is also responsible for supplying shelter occupants with food and drinks; providing a sleeping area with blankets and personal hygiene

supplies; providing first aid and health care services; and providing mental health counseling. Below is a Shelter Management Organizational chart. It is the Shelter Manager's responsibility to assign available staff to fill various shelter management positions as needed. (Not all of these positions need to be filled for every emergency shelter activation).

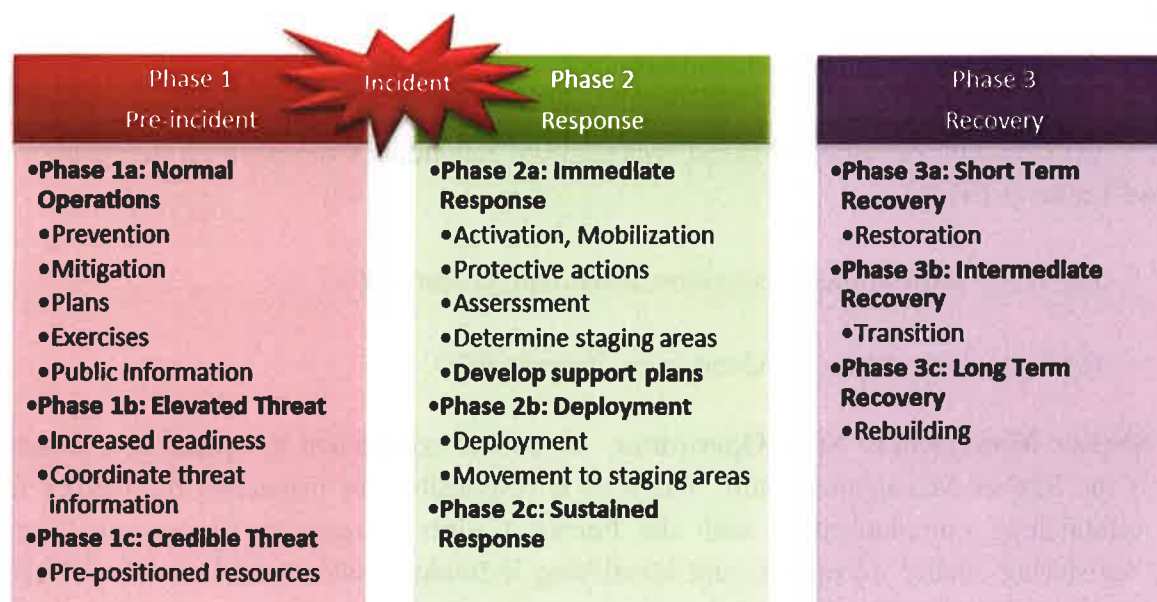
Operations	Planning	Logistics*	Finance & Admin*
Includes these functions: • Registration • Food Services • Residence Hall • First Aid/Medical* • Mental Health* • Security & Safety*	The Shelter Manager may assume these functions: • Maintains liaison w/ EOC • Obtains information as needed • Anticipates shelter needs and develops action plans to meet needs	Obtains the resources for shelter operations: • Personnel • Food & Water • Supplies & Equipment* • Communication* • Services for Shelter Residents*	Manages the following: • Maintains financial records and documentation of claims, costs and time • Processes Purchase orders*

*Coordination with EOC

Table 1: Example of Shelter Management Organizational Chart

The Emergency Management District will maintain a roster of employees and volunteers who are trained as shelter workers and will periodically update their contact information. (See Appendix E) The shelter team should consist of persons who can deal sensitively with a diverse shelter population based on many different demographics.

d. Operational Phases.



Graphic: Example of Operational Phases

Phases are used to group similar activities and aid understanding. The phases of a notice event include actions prior to the incident that increase readiness and available resources in preparation for the event. No-notice events will not include phases 1b and 1c. The sheltering phases are imbedded in the three Operational Phases.

(1) Phase 1c- 2a: Credible Threat, Immediate Response

Sheltering Phase: Evacuation

A safe, accessible and environmentally protected congregate facility utilized for durations typically not to exceed 72 hours by populations displaced by an incident or event. This phase is typically handled through local NGOs with available local resources.

(2) Phase 2b- 2c: Deployment, Sustained Response

Sheltering Phase: Short Term

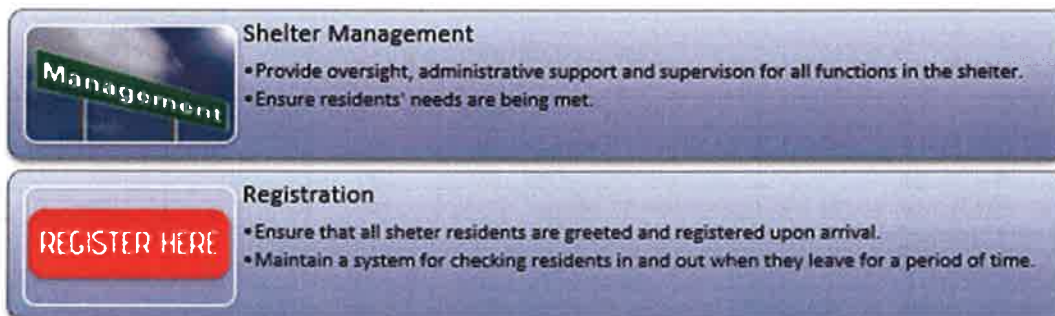
A safe, accessible and environmentally protected congregate facility utilized for durations typically not to exceed two (2) weeks by populations displaced by an incident or event. Facilities usually used include schools, churches, fire halls, community buildings, etc. This phase is generally supported with state resources and capabilities. Note: In catastrophic situations it is important to plan to be self-sustaining for up to two weeks. It can take that long for outside support to get to the affected area.

(3) Phase 3: Recovery

Sheltering Phase: Long Term

A safe, accessible and environmentally protected congregate facility utilized for durations typically longer than 2 weeks by populations displaced by an incident or event. Facilities usually used include dormitories, vacant facilities that has rooms available, soft-sided structures, etc. This sheltering phase often requires Federal support and/or seeking alternative providers to manage and/or support facilities.

e. Shelter Procedures. Successful shelter operations rely on the coordinated performance of seven separate functions:





Graphic: Shelter Operations Functions

The Emergency Management District will identify the need for shelter operations based on the decision of the Incident Commander to begin evacuations and/or the magnitude of the event. A large disaster will require activation of the EOC and information regarding emergency shelter activation will be communicated from the EOC. In the event of a disaster requiring the evacuation of citizens from their residences or places of business, the EOC will identify the extent of the shelter needs (i.e., estimated number of persons to be sheltered and those who need Functional Needs Support Services, such as the elderly or persons who may need medical supervision/care). The Emergency Management District's Executive Director will select the appropriate shelter location based on the need and the location of the hazard, assuring that it is in a safe area.

Forrest County utilizes the following facilities as shelters:

FORREST COUNTY SHELTER POPULATION							
SHELTER	PoC	Address	SQ FT	PRE LANDFALL	POST LANDFALL	COVID NO COT	COVID WITH COT
361 SHELTER	Glen Moore 601 544 5911	946 Sullivan Dr, Hburg	6880	344	172	115	63
PETAL CIVIC	Petal City Hall 601 545 1776	712A South Main, Petal	3800	190	95	63	35
MULTIPURPOSE	Mike Turnage 601 583 7500	962 Sullivan Dr, Hburg	37800	1890	945	630	344

Procedures when the American Red Cross IS available to open and staff shelter:

(1) Local Government Responsibility – Shelter is the responsibility of the local government and this responsibility cannot be delegated. As such, the Emergency Management District will provide an EMA staff officer to coordinate and assist Red Cross during shelter activation. This staff officer will also ensure that individuals seeking shelter fill out the County Shelter Registration Form as well as the Red Cross Shelter Registration form.

(2) Assist and Provide – the local jurisdiction will assist Red Cross as needed to ensure that adequate food supplies, equipment, staff and services are available to launch and sustain shelter operations. This shall include providing a local Law Enforcement Officer for security, as well as coordinating needs and requests with the County EOC Logistics section.

(3) Costs – The Red Cross will pay costs that the Red Cross independently incurs.

(4) American Red Cross should be notified **72 hours** prior to opening of a shelter.

Procedures when the Red Cross is NOT available to open and staff shelter:

(1) Activate the Shelter Task Force – The Emergency Management District will activate staff and volunteers who are trained to open and run a shelter.

(2) Deploy – The Emergency Management District will deploy staff and support personnel, along with startup supplies, to open and run the shelter.

(3) Additional Personnel – The Emergency Management District will request additional shelter staff as needed from their trained pool of employees and volunteers or will request additional staff from the neighboring counties through Mutual Aid Agreements.

Prior to Opening the Shelter:

Upon notification of a catastrophic event, the Emergency Management District will make contact with the Shelter Task Force, Forrest County Department of Human Services and American Red Cross.

1. Complete inspection of the facility
2. Check for existing supplies
3. Determine animal services' needs
4. Designate shelter positions
5. Set up a waiting area if needed

Once the shelter site activation is confirmed:

1. Inform the public
2. Provide signage

f. Opening Procedures. The Forrest County Shelter opening checklist should include the following:

(1) Register shelter residents:

Determine if there are any Functional Needs Support Services needed.
Document the names, telephone numbers and addresses of person sheltered. Use county forms and ARC forms.

(2) Provide First Aid

(3) Provide snacks and meals

(4) Establish daily routines

(5) Shelter layout recommendations

Shelters must comply with Americans with Disabilities Act, 1990

(6) Transportation

(7) Safety / Security

Considerations for Opening Shelters		
Action	Description	Responsibility (Example)
Coordination	Determine which facilities are available and which ones will be best to open	Forrest County Emergency Management, lead and supporting sheltering agencies
Inspection	Complete pre-occupancy survey with facility owner	Lead sheltering agency
Location	Ensure shelters are located in safe, secure areas outside of potential risk areas	Forrest County Emergency Management lead and supporting sheltering agencies.
Verification	Verify the facility is appropriate for sheltering target populations	Forrest County Emergency Management lead and supporting sheltering agencies.

Accommodation	Ensure that facility meets all ADA requirements and there is a plan in place to meet shortfalls	Lead/supporting sheltering agencies and facility owner
Equipment	Ensure there are sufficient material and human resources for expected populations	Lead/supporting sheltering agencies and facility owner
Availability	Confirm the availability of agencies to complete assigned roles for this specific shelter assignment	Lead/supporting sheltering agencies and facility owner

Table 2: Sheltering Considerations (Pre-Incident and Initial Response)

During incident response and recovery, the Emergency Management District, and all supporting agencies will continue to discuss the following considerations.

General Considerations		
Situation	Description	Source of Information
Status of Sheltering	Shelter population is either increasing, remaining stable or declining	WebEOC reports, shelter providers and emergency management
Infrastructure status	Are the utilities restored and access completed to businesses and homes? Are the roads accessible?	Emergency Management, utility companies, transportation agency
Dwellings	Do a majority of the homes have operational cooking capabilities	Preliminary Damage Assessment reports, American Red Cross and Emergency Management

g. Closing Procedures. Upon notification of the de-escalation of an incident, the Emergency Management District will work with the STF, Forrest County Department of Human Services and American Red Cross to determine a shelter closing date. Determine how to meet the needs of the remaining shelter residents. Is there a plan for combining multiple shelters to minimize the number of open shelters? Are there other housing options available? Determine the facility's availability. Determine the requirements under the sheltering agreement. Determine the availability of resources.]

Considerations for Closing Shelters		
Action	Description	Responsibility (Example)
Case Management	Ensure that all remaining shelter residents have met with case management to establish a housing plan	Lead/supporting sheltering agencies
Accountability	Ensure that all equipment, materials and supplies are accounted for and returned to a ready state for future deployment	Lead/supporting sheltering agencies and shelter management
Additional supplies	Ensure that all additional supplies and materials are inventoried and properly stowed.	Lead/supporting sheltering agencies and shelter management
Inspection	Conduct a final inspection and ensure that all buildings and grounds are checked, and that trash has been removed and properly discarded.	Lead/supporting sheltering agencies and shelter management
Walk-Thru	Schedule a time and date with facility owner for a final walk-thru and release facilities	Lead/supporting sheltering agencies and shelter management
Equipment pick-up	Arrange for equipment and trailers to be picked up (i.e. forklifts, dumpsters, portable showers, etc.)	Lead/supporting sheltering agencies and shelter management
Repairs (if needed)	Make arrangements to repair any damaged areas of the shelter facility and/or equipment	Lead/supporting sheltering agencies and shelter management

Table 4: Sheltering Considerations (Closing and Demobilization)

h. Reunification.

Reunification services are offered to citizens resident at the shelter and begins once that citizen has completed their registration paperwork upon arrival.

i. Demobilization Triggers.

Demobilization triggers include shelter population, de-escalation of the event/emergency or disaster. Whatever the trigger the authority rests with the Executive Director of the Emergency Management District to close the shelter.

4. INFORMATION COLLECTION, ANALYSIS AND DISSEMINATION.

The Forrest County Comprehensive Emergency Management Plan (CEMP) establishes the daily operational schedule of briefings, meetings and conference calls to ensure a coordinated approach by the agencies in meeting the human and material needs of the incident. In order to obtain and provide relevant and valuable information on a daily basis, the sheltering task force, if activated, will communicate a core set of information to the ESF #6 Coordinator. The ESF #6 Coordinator or designee will detail the type of information they require and frequency of reporting; they will also share relevant information with the sheltering providers to maintain accurate and up-to-date situational awareness.

5. ADMINISTRATION AND FINANCE.

See the Emergency Management District's Purchasing Policy for approved procurement procedures. Event costs should be clearly documented and linked to missions and tasks.

6. PLAN DEVELOPMENT AND MAINTENANCE, TRAINING AND EXERCISE.

Plan Development and Maintenance. The Emergency Management District will be responsible for collaboration with supporting agencies to update and review this Shelter Support Plan on an annual basis and annotate it on the Record of Change Form.

The Emergency Management District will coordinate training with the State, as well as the Shelter Task Force and supporting agencies.

7. AUTHORITIES AND REFERENCES.

- a.** Homeland Security Presidential Policy Directive (HSPPD-5)
- b.** Robert T. Stafford Incident Relief and Emergency Assistance Act (Stafford Act)
- c.** Post Katrina Emergency Management Reform Act, 2006
- d.** Department of Justice, American with Disabilities Act, 1990 as amended
- e.** Architectural Barriers Act (ABA) of 1968 Communications Act of 1934 as amended
- f.** Fair Housing Act of 1968 as amended
- g.** Rehabilitation Act of 1973 as amended
- h.** Civil Rights Act
- i.** State and Local authorities
- j.** Forrest County Comprehensive Emergency Management Plan
- k.** Forrest County ESF #6
- l.** Comprehensive Planning Guide (CPG-101)

APPENDICES:

Appendix 1: Sheltering Task Force (STF) Guidance

Appendix 2: Record of Shelter Training

Appendix 3: Record of Exercises

Appendix 4: Shelter Staff Sign In/Out Form

Appendix 5: Sheltering Staff POC List

Appendix 6: COVID Operational Decision Making/Shelter Facility Opening Checklist

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The Emergency Management District

Emergency Sheltering Support Plan

Appendix 1 (Sheltering Task Force Guidance)

It is recommended that the county develops a Sheltering Task Force to help develop, maintain and identify key roles and responsibilities. The guidance in this section is baseline information and the basis for development of Sheltering Task Force guidance that may include:

1. Description of the Role of the STF;
2. Membership of the STF;
3. Table of Organization for the STF;
4. Brief Job Descriptions for key roles
5. Triggers for constituting an STF;
6. Mobilization and De-mobilization procedures;
7. STF Preparedness and Operational Activities;
8. Describe how the STF will interact and coordinate with other established task forces and the Mass Care Coordinator.

Purpose

The Task Force, which operates at the direction of a Task Force Leader and reports to the Executive Director of the Emergency Management District, stresses coordination among the various organizations/agencies involved with sheltering operations and determines the best strategies to meet the future sheltering requirements for the incident.

Establishment of a Task Force

The Executive Director of the Emergency Management District will appoint a Task Force Leader and invite other agencies which play a role and contribute to incident sheltering to provide a member for the Task Force.

Potential Shelter Task Force Members

(Individuals designated to participate operationally must have the knowledge and authority to represent their agency.)

Below is a suggested list of STF members and may be expanded or contracted to meet the needs of individual Counties.

- 1. County ESF #6 – Mass Care/Emergency Assistance*
- 2. County Lead Agency for Sheltering*
- 3. County Lead or ESF responsible for household pet and service animal support*
- 4. County Health Care Support*
- 5. County Department of Children and Family Services*
- 6. County Volunteer and Donations Coordinator*
- 7. County Elder Affairs Agency (or agency that provides similar support)*
- 8. County Agency for People with Disabilities and Others with Access and Functional Needs*
- 9. County Evacuation Coordinator*
- 10. County Security ESF*
- 11. Planner*
- 12. Private Sector representative*
- 13. American Red Cross and The Salvation Army subject matter experts (SMEs)*
- 14. VOAD representative*

Sheltering Task Force Roles and Responsibilities

One of the primary responsibilities of the STF is to support and maximize the field resources, assuring that limited resources are allocated across the jurisdiction, thus minimizing incident demands for critical or competing resources.

When an incident occurs and there is a need for a sheltering operation, the STF should be activated and collect and share situational awareness information from the operators to determine an initial estimate of needs.

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**The Emergency Management District
Emergency Sheltering Support Plan
Appendix 2 (Record of Shelter Training)**

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e Emergency Management District Emergency Sheltering Support Plan Appendix 3 (Record of Exercises)

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STATE OF TEXAS, COUNTY OF DALLAS
I, the undersigned, Clerk of the County of Dallas, Texas, do hereby certify that the within and foregoing is a true and correct copy of the original as the same appears from the records of said County.

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**The Emergency Management District
Emergency Sheltering Support Plan
Appendix 4 (Shelter Staff Sign In/Out Form)**

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**The Emergency Management District
Emergency Sheltering Support Plan
Appendix 5 (Shelter Staff POC List)**

Local EMA Director	Contact Name: Contact Phone Number: Address:
Shelter Manager	Contact Name: Contact Phone Number: Address:
American Red Cross Local Chapter	Contact Name: Contact Phone Number: Address:
Sheriff's Department	Contact Name: Contact Phone Number: Address:
Health Department	Contact Name: Contact Phone Number: Address:
State Disability Integration Advisor	Contact Name: Contact Phone Number: Address:
Salvation Army	Contact Name: Contact Phone Number: Address:
Long Term Recovery Committee Leader	Contact Name: Contact Phone Number: Address:

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The Emergency Management District
Emergency Sheltering Support Plan
Appendix 6 (Pandemic Operational Decision Making/Shelter Facility Opening Checklist)

Purpose. This document guides leadership and Mass Care workers in determining appropriate facilities to provide emergency sheltering to those in need during COVID-19 and provides a checklist for the opening process.

Initial Actions.

Determine if sheltering is needed and what the essential elements of information are.
Align operational strategy with public health and emergency management. Determine with public health and emergency management how to ensure physically separate operating areas of screening, dormitory, and isolation at each site. Confirm appropriate resources are available to operate. Confirm when security, sanitation, and other core services will be available.
Determine if sheltering can be provided in a non-congregate setting.
If sheltering must be provided in a congregate setting, determine appropriate site(s).

Opening Emergency Shelters: Decision-Making Questions / Next Steps

- Is there a suitable hotel available immediately to support the expected population?
- If available, notify hotel.
- Complete facility agreement if necessary and implement mass care process for hotel support.
- Deploy Sheltering team.
- Arrange with government partners to transport clients if necessary.
- Work with hotel to ensure availability of:
 - Janitorial staff;
 - Garbage collection;
 - Room cleaning frequency (minimum 2-3 times per week, ideally once per day);
 - Inter-room or inter-site communications;
 - Hallway or common area monitoring capability;
 - Access control and security staff – engage contract security staff if necessary;
 - Additional rooms or space for Red Cross services.
- Issue appropriate documentation and room allocation to clients after screening.

- Determine separate food delivery access point to shelter and feeding plan.
- Notify Red Cross leadership, public health, law enforcement, and Emergency Management Agency/Emergency Operations Center (EMA/EOC).

If no suitable hotel available, is there a suitable campsite or dormitory available immediately to support the expected population?

- Determine if dormitory/camp facility with sufficient space for social distancing of expected clients is available.
- If available, notify dormitory or campsite owner.
- Complete facility agreement and implement mass care process for dormitory support, including personal protective equipment (PPE) and cleaning supplies.
- Deploy shelter team.
- Arrange to transport clients if necessary.
- Issue appropriate documentation and dormitory allocation to clients after screening.
- Notify national headquarters, Department of Public Health (DPH), law enforcement, and Emergency Management Agency/Emergency Operations Center.

If congregate shelter is the only available option:

- Select an available and suitable congregate shelter with separate areas for
 - Isolation care area,
 - Dormitory/living space, and
 - Screening;
- Notify facility ownership;
- Complete facility agreement;
- Implement logistics and mass care process for shelter support, including personal protective equipment and cleaning supplies;
- Deploy shelter team;
- Arrange to transport clients if necessary;
- Notify public health, law enforcement, and Emergency Management Agency/Emergency Operations Center (EMA/EOC).

Differences: Post-Impact Shelters and Large Evacuation Sites

Post-impact congregate shelters with 50 or fewer clients are preferred and have greater consistency in operational requirements because of the specifications share commonalities. Large evacuation sites require significantly more management, oversight, and resourcing for successful

operations *and should only be established when multiple <50 client shelters cannot feasibly be opened and operated.*

< 50 Person Shelters	Large Evacuation Site
• Option to consider when non-congregate shelter options (e.g., motel rooms) are unavailable; • Safer to congregate fewer people – can add additional sites as needed; • Likely available closer to incident location; • Intended for fewer than 14 days following tornado/flood/apartment fire: ○ Not for DAT/multi-family fire who follow DAT guidance. • Smaller facility (gymnasium + classrooms); • Requires less planning, coordination, staffing and material resources.	• Maximum population determined by public health • Requires significant planning and support from all agencies; • Intended for fewer than 7 days for hurricane/earthquake/wildfire evacuation; • Must transfer to < 50-person shelter within 7 days; • Ideally minimum size of 50,000 sq. ft. based on 350 clients in general dormitory: ○ 11,500 sq. ft. available for all non-dormitory services (isolation, registration, feeding, etc.).

Opening Checklist

The process for opening a congregate shelter during COVID-19 is similar to the traditional process, but with special additions marked in *red italics*.

Need Determination and Agreement

- Event occurs and determination is made that congregate sheltering is only option to meet needs of displaced population.

- *Discuss and obtain concurrence and guidance from local public health authority.*
- Obtain Red Cross leadership concurrence.

Facility Acquisition and Inspection

- Complete Facility Use Agreement.
- *Establish agreement on COVID-19 cleaning and sanitation requirements with facility or contract arrangement.*
- Conduct opening inspection with facility representative.

Shelter Setup

- *Establish Screening Area.*
 - *Follow COVID Shelter Screening Procedures (in development).*
- *Set up the dormitory in consultation with public health department.*
- *Ensure Screening Area and Isolation Care Area are physically separate from dormitory.*
- Set up Welcome/Registration Desk (“access choke point”).
 - *Ensure proper dormitory space allocation per client (110 sq. ft. / keep 6-foot separation between edges of each cot and arrange cots “head-to-toe”).*
 - *Allow families to move their cots closer together.*
 - Establish food distribution and storage areas.
 - Establish Red Cross office/area.
 - Establish secure (locked) storage room/area.
 - Establish Disaster Health Services (DHS) or nurse room/private area.
 - Ensure method for shelter residents and workers to regularly wash and/or sanitize hands.
 - Attach refuse bag at end of each cot for clients to have individual waste receptacles.
- Conduct staff meeting and job inductions.
- *Begin screening for all clients, workers, and visitors before entering dormitory.*
- *Begin daily screening logs for clients, staff, partners, and visitors.*
- *Ensure Isolation Care Area is staffed 24/7 once clients are assigned there.*
- Arrange food delivery and other sheltering supplies.
- Post signage.
- Open shelter.
- Advise Emergency Operations Center, public health, local law-enforcement, and disaster relief operation (DRO) that shelter is open.

Begin Registration

- *Work with hotel or camp management to arrange hotel rooms for each family unit.*
- *Assign cots if a shelter.*
- *Provide welcome letter.*
- *Review specific shelter protocols such as social distancing.*
- *Provide personal hand sanitizer if available.*

Ongoing Operations

- *Ensure everyone (clients and staff) is screened twice a day and any time they arrive at or re-enter the shelter.*
- Provide cell phone charging station.
- *Support virtual service delivery.*
- *Continually promote and enforce physical distancing (6 feet) and handwashing.*

- *Provide communication flow with clients through announcements, reminders, text messages, etc.*
- Maintain and keep up-to-date shelter and manager logs, *screening logs*, and sign-in sheets.
- *Maintain regular sanitation.*
- Maintain client counts, meal counts, supply inventory, and use counts.
- *Seek ways to use clients as event-based volunteers (EBVs) and encourage their engagement.*

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ATTACHMENTS: [Provide the required attachments listed below when submitting your signed plan to MEMA]

- **Shelter layout**
- **Sheltering Checklist(s)**
- **List of County Trained Shelter Personnel**

**FORREST COUNTY, MISSISSIPPI
FACT SHEET AND BOARD ORDER**

AGENDA ITEM NO. 64 DATE: May 23, 2022

INTRODUCED BY Jennifer Slade, County Administrator

BRIEF TITLE Authorize the Statewide Mutual Aid Compact renewal

EXHIBITS FOR REVIEW Statewide Mutual Aid Compact Agreement

RECOMMENDATION (exact wording for Agenda)
Authorize the Statewide Mutual Aid Compact renewal.

BOARD ACTION

☒
☐

 Approved

☐
☐

 Rejected
Information only No Action

Amend to read as follows:

MOTION MADE BY Roderick Woullard SECONDED BY Sharon Thompson

MEMBERS VOTED

DAVID HOGAN

☒

 YES

☐

 NO

☐

 ABSTAIN

☐

 ABSENT

SHARON THOMPSON

☒

 YES

☐

 NO

☐

 ABSTAIN

☐

 ABSENT

BURKETT ROSS

☒

 YES

☐

 NO

☐

 ABSTAIN

☐

 ABSENT

RODERICK WOULLARD

☒

 YES

☐

 NO

☐

 ABSTAIN

☐

 ABSENT

CHRIS BOWEN

☒

 YES

☐

 NO

☐

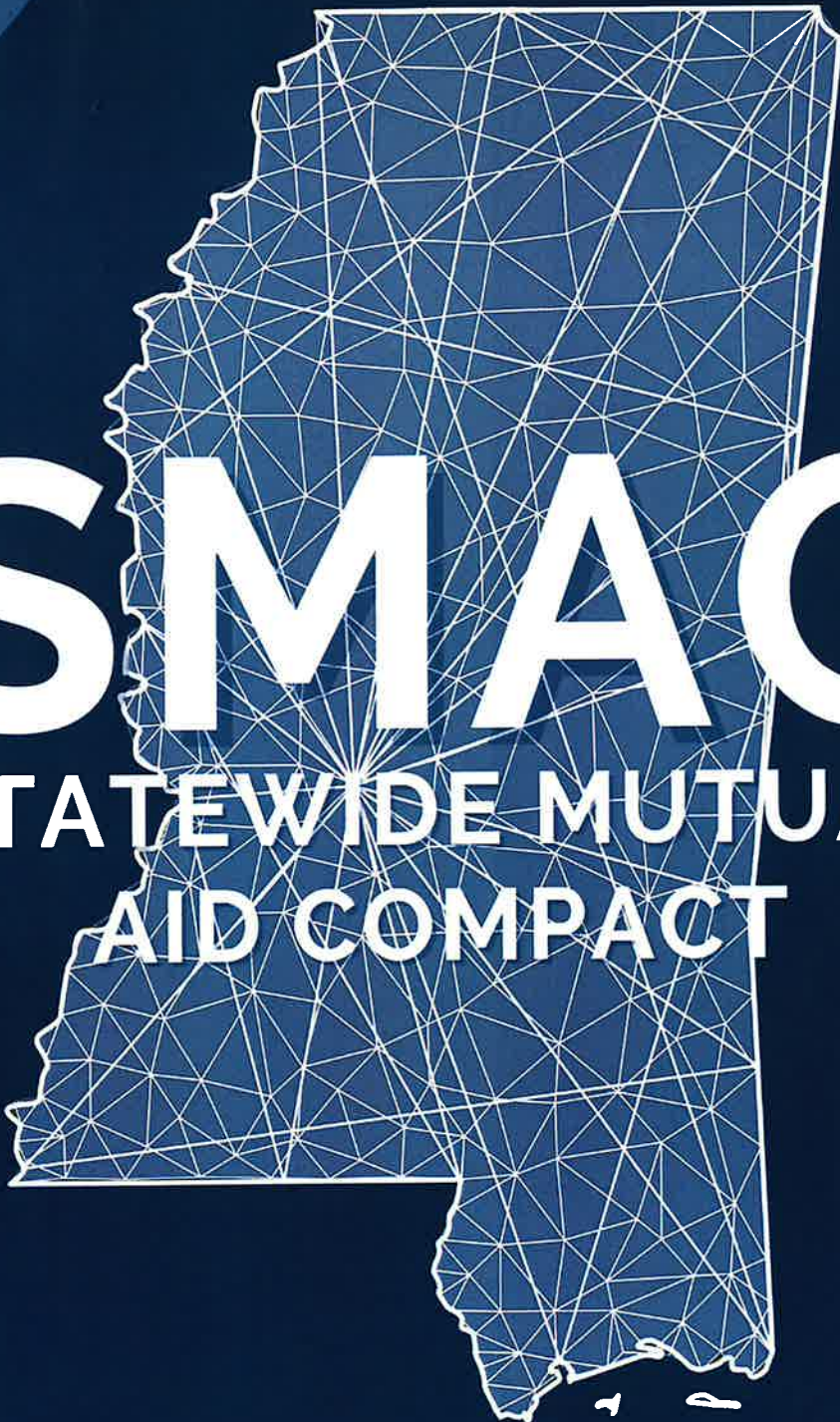
 ABSTAIN

☐

 ABSENT

SO ORDERED AND APPROVED On this the 23rd day of May

2022



SMAC

STATEWIDE MUTUAL
AID COMPACT

**A SYSTEM FOR USING ALL AVAILABLE
RESOURCES DURING EMERGENCIES**





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State of Mississippi

Statewide Mutual Aid Compact (SMAC)

Revised: April 2022

THIS AGREEMENT IS ENTERED INTO AMONG THE STATE OF MISSISSIPPI, MISSISSIPPI EMERGENCY MANAGEMENT AGENCY, EACH COUNTY AND MUNICIPALITY, AND THE MISSISSIPPI BAND OF CHOCTAW INDIANS THAT EXECUTE AND ADOPT THE TERMS AND CONDITIONS CONTAINED HEREIN BASED ON THE FOLLOWING FACTS:

WHEREAS, the State of Mississippi is geographically vulnerable to hurricanes, tornadoes, freshwater flooding, and other natural disasters that, in the past, have caused severe disruption of essential human services and severe property damage to public roads, utilities, buildings, parks, and other government-owned facilities; and

WHEREAS, the Mississippi Band of Choctaw Indians, a sovereign nation and Federally recognized American Indian tribe living with the State of Mississippi, and the State of Mississippi have a mutual interest in protecting their citizens and properties and acknowledge that mutual cooperation in responding to man-made and natural disasters is beneficial to the State of Mississippi, the State's political subdivisions, and the Mississippi Band of Choctaw Indians.

WHEREAS, Section 33-15-19 of the Mississippi Code of 1972, as amended, authorizes the State and its political subdivisions to develop and enter into mutual aid agreements with each other and the Mississippi Band of Choctaw Indians for reciprocal emergency aid and assistance in case of emergencies, too extensive to be dealt with unassisted; and

WHEREAS, Section 33-15-1 et seq. of the Mississippi Code of 1972, as amended, sets forth details concerning powers, duties, rights, privileges, and immunities of political subdivisions of the state rendering outside aid; and

WHEREAS, Section 33-15-11 & 33-15-13 of the Mississippi Code of 1972, as amended, authorizes the State to enter into a contract on behalf of the State for the lease or loan to any political subdivision of the State and the Mississippi Band of Choctaw Indians any real or personal property of the state government or the temporary transfer or employment of personnel of the state government to or by any political subdivision of the State; and



WHEREAS, Section 33-15-17 of the Mississippi Code of 1972, as amended, authorizes the governing body of each political subdivision of the State to enter into such contract or lease within the State, accept any such loan, or employ such personnel, and such political subdivision may equip, maintain, utilize, and operate any such property and employ necessary personnel therefor in accordance with the purposes for which such contract is executed, and to otherwise do all things and perform any and all acts which it may deem necessary to effectuate the purpose for which contract was entered into; and

WHEREAS, MEMA requires that each municipality must coordinate requests for state or federal emergency response assistance with its county, while county and tribal requests for state or federal emergency response assistance may be made directly to MEMA; and

WHEREAS, the Parties to this Agreement recognize that additional manpower and equipment may be needed to mitigate further damage and restore vital services to the citizens of the affected community should such disasters occur; and

WHEREAS, to provide the most effective mutual aid possible, each Participating Government intends to foster communications between the personnel of the other Participating Governments by visits, provisions of available resources as listed in the statewide resource database (WebEOC Resource Manager), exchange of information, and development of plans and procedures to implement this Agreement;

NOW, THEREFORE, the Parties agree to agree as follows:

1. DEFINITIONS

a. "AGREEMENT" means the Statewide Mutual Aid Agreement/Compact. Political subdivisions of the State of Mississippi and Mississippi Band of Choctaw Indians may become a party to this Agreement by executing a copy of this Agreement and providing a copy with the original signatures and authorizing resolution(s) to the Mississippi Emergency Management Agency. Copies of the Agreement with original signatures and copies of authorizing resolutions and insurance letters shall be filed and maintained at the Agency headquarters in Pearl, Mississippi.

b. "REQUESTING PARTY" means the Participating Government entity requesting aid in the event of an emergency. Each municipality must coordinate state or federal emergency response assistance requests through its county.



c. **“ASSISTING PARTY”** means the Participating Government entity furnishing equipment, services, and/or manpower to the Requesting Party.

d. **“AUTHORIZED REPRESENTATIVE”** means an employee of a Participating Government authorized in writing by that government to request, offer or provide assistance under the terms of this Agreement. The list of authorized representatives for the Participating Government executing this Agreement shall be attached as Appendix 1 (SMAC Authorized Representatives) and shall be updated as needed by each Participating Government.

e. **“AGENCY”** means the Mississippi Emergency Management Agency.

f. **“EMERGENCY”** means any occurrence, or threat thereof, whether natural or caused by man, in war, or in peace, which results or may result in substantial injury or harm to the population or substantial damage to or loss of property.

g. **“DISASTER”** means any natural, technological, or civil emergency that causes damage of sufficient severity and magnitude to result in a proclamation of a local emergency by a city/county or the Tribal Chief, a declaration of a State of Emergency by the Governor, or a disaster declaration by the President of the United States.

h. **“MAJOR DISASTER”** means a disaster that will likely exceed local capabilities and require a broad range of state and federal assistance.

i. **“PARTICIPATING GOVERNMENT”** means the State of Mississippi, any political subdivision of the State of Mississippi, and/or the Mississippi Band of Choctaw Indians, which executes this mutual aid agreement and supply a completed copy to MEMA.

j. **“PERIOD OF ASSISTANCE”** means the period of time beginning with the departure of any personnel and equipment of the Assisting Party from any point for the purpose of traveling to the Requesting Party in order to provide assistance and ending upon the return of all personnel and equipment of the Assisting Party, after providing the assistance requested, to their residence or regular place of work, whichever occurs first. The period of assistance shall not include any portion of the trip to the Requesting Party or the return trip from the Requesting Party during which the personnel of the Assisting Party are engaged in a course of conduct not reasonably necessary for their safe arrival at or return from the Requesting Party.

k. **“WORK OR WORK-RELATED PERIOD”** means any period of time in which either the personnel or equipment of the Assisting Party are being used by the Requesting Party to provide



assistance and for which the Requesting Party will reimburse the Assisting Party. Specifically included within such period of time are rest breaks when the personnel of the Assisting Party will return to active work within a reasonable time. Specifically excluded from such periods of time are breakfast, lunch, and dinner breaks.

Nothing should be derived from the above statement that excludes Assisting Party personnel from being considered “on the job” for purposes of workers compensation injuries or accidents during these periods.

2. PROCEDURES.

When a Participating Government either becomes affected by or is under imminent threat of a major disaster, it may request emergency-related mutual aid assistance either by: (1) proclaiming a local emergency and transmitting a copy of that proclamation along with a completed Part 1 “Identification of Need” form (Form REQ-A, Appendix 2) to the Assisting Party or MEMA; or (2) by orally communicating a request for mutual aid assistance to the Assisting Party or MEMA, followed as soon as practicable by written confirmation of said request shown as Form REQ-A in Appendix 2.

Participating Governments shall not request mutual aid unless resources available within the stricken area are deemed inadequate by that Participating Government. Municipalities shall coordinate state or federal assistance requests with their county emergency management agencies, and county and tribal emergency agencies may coordinate state or federal assistance requests directly with MEMA. All requests for mutual aid shall be transmitted by the Authorized Representative or the Director of the local county emergency management agency. Requests for assistance may be communicated either to MEMA or directly to an Assisting Party. Requests for assistance under this Agreement shall be limited to major disasters, except where the Participating Government has no other mutual aid agreement based upon Section 33-15-19(a), Mississippi Code, in which case a Participating Government may request assistance pursuant to the provisions of this Agreement.

a. Requests Directly To Assisting Party: The Requesting Party may directly contact the authorized Representative of the Assisting Party and shall provide them with the information in paragraph C below. All communications shall be conducted directly between the Requesting and Assisting Parties. Each party shall be responsible for keeping the Agency advised of the status of the response activities. MEMA shall not be responsible for costs associated with such direct requests for assistance unless it so elects. However, by rule, the Agency may provide for reimbursement of eligible expenses from the Disaster Assistance Trust fund.



b. Requests Routed Through Or Originating From, The Agency: The Requesting Party may directly contact the Agency, in which case it shall provide MEMA with the information in paragraph C below. The Agency may then contact other Participating Governments on behalf of the Requesting Party and coordinate the provision of mutual aid. The Agency shall not be responsible for costs associated with such indirect requests for assistance unless the Agency so indicates in writing at the time it transmits the request to the Assisting Party. In no event shall MEMA be responsible for costs associated with assistance in the absence of appropriated funds. In all cases, the party receiving the mutual aid shall be primarily responsible for the costs incurred by any Assisting Party providing assistance pursuant to the provisions of this Agreement.

c. Required Information: Each request for assistance shall be accompanied by the following information, to the extent known:

- (1) A general description of the damage sustained.
- (2) Identification of the emergency service function for which assistance is needed (e.g., fire, law enforcement, emergency medical, transportation, communications, public works, and engineering, building inspection, planning and information assistance, mass care, resource support health, and other medical services, search, and rescue, etc.) and the particular type of assistance needed.
- (3) Identification of the public infrastructure system for which assistance is needed (i.e., sanitary sewer, potable water, streets, or stormwater systems) and the type of work assistance required.
- (4) The amount and type of personnel, equipment, materials, and supplies needed and a reasonable estimate of the length of time they will be required and include a description of working conditions and if personnel will be locally housed.
- (5) The need for sites, structures, or buildings outside the Requesting Party's political subdivision to serve as relief centers or staging areas for incoming emergency goods and services.
- (6) An estimated time and a specific place for a representative of the requesting Party to meet the personnel and equipment of any Assisting Party.

This information may be provided on the form shown in Appendix 2 as the form REQ-A or by any other available means. MEMA may revise the format of Form REQ-A subsequent to the execution of this Agreement, in which case it shall distribute copies to all Participating Governments.



d. Assessment Of Availability Of Resources And Ability To Render Assistance: When contacted by a Requesting Party or the Agency, the authorized representatives of any Participating Government agree to assess their government's situation to determine available personnel, equipment, and other resources. All Participating Governments shall render assistance to the extent personnel, equipment, and resources are available. Each Participating Government agrees to render assistance in accordance with the terms of this Agreement to the fullest extent possible. When the Authorized Representative determines that his Participating Government has available personnel, equipment, or other resources, they shall so notify the Requesting Party/Agency and provide the information on Part 2 of the REQ-A form. The Agency shall, upon response from sufficient participating Parties to meet the needs of the Requesting Party, notify the Authorized Representative of the Requesting Party and provide them with the information to the extent known on Part 2 of REQ-A form. The Assisting Party shall complete a written acknowledgment regarding the assistance to be rendered. It shall transmit said request by the quickest, most practical means to the Requesting Party or the Agency, as applicable for approval. The form to serve as this written acknowledgment is shown in Appendix 2 as Form REQ-A.

e. Written Acknowledgement: The Requesting Party/Agency shall respond to the written acknowledgment by executing Part 3 of the REQ-A form shown in Appendix 2 and returning a copy to the Assisting Party by the quickest, most practical means. Additionally, the Requesting Party/Agency must maintain a copy for its files.

f. Supervision And Control: The personnel, equipment, and resources of any Assisting Party shall remain under the operational control of the Requesting Party for the area in which they are serving. Direct supervision and control of said personnel, equipment, and resources shall remain with the designated supervisory personnel of the Assisting Party. Representatives of the Requesting Party shall assign work tasks to the supervisory personnel of the Assisting Party. The designated supervisory personnel of the Assisting Party shall have the responsibility and authority for assigning work and establishing work schedules for the personnel of the Assisting Party based on task or mission assignments provided by the Requesting Party and the Agency. The designated supervisory personnel of the Assisting Party shall: maintain daily personnel time records, material records, and a log of equipment hours; be responsible for the operation and maintenance of the equipment and other resources furnished by the Assisting Party; and shall report work progress to the Requesting Party. This Agreement shall not support any person, group, or organization that self-deploys.

g. Food, Housing, Self-Sufficiency: Unless specifically instructed otherwise, the Requesting Party shall have the responsibility of providing food and housing for the personnel of the Assisting Party from the time of their arrival at the designated location to the time of their departure.



However, assisting Party personnel and equipment should be self-sufficient for operations in areas stricken by emergencies or disasters to the greatest extent possible. The Requesting Party may specify only self-sufficient personnel and resources in its request for assistance.

h. Rights And Privileges: Whenever the employees of the Assisting Party are rendering outside aid pursuant to this Agreement, such employees shall have the powers, duties, rights, privileges, and immunities, and shall receive the compensation incidental to their employment as authorized in 33-15-15(b)(2).

i. Communications: Unless specifically instructed otherwise, the Requesting Party shall have the responsibility for coordinating communications between the personnel of the Assisting Party and the Requesting Party. Assisting Party personnel should be prepared to furnish communications equipment sufficient to maintain communications among their respective operating units.

3. REIMBURSABLE EXPENSES.

The terms and conditions governing reimbursement for any assistance provided under this Agreement shall be in accordance with the following provisions unless otherwise agreed upon by the Requesting and Assisting Parties and specified in the written acknowledgment executed in accordance with paragraphs 2D and 2E of this Agreement. The Requesting Party shall be ultimately responsible for reimbursement of all eligible expenses. The Assisting Party shall submit reimbursement documentation to the Requesting Party on the forms shown in the Intrastate Reimbursement Summary Form (Form R-2, Appendix 3).

a. Personnel: During the period of assistance, the Assisting Party shall continue to pay its employees according to its then-prevailing ordinances, rules, and regulations. The Requesting Party shall reimburse the Assisting Party for all direct and indirect payroll costs and expenses, including travel expenses incurred during the period of assistance, including, but not limited to, employee pensions and benefits as provided by Generally Accepted Accounting Principles (GAAP). However, the Requesting Party shall not be responsible for reimbursing any amounts paid or due as benefits to employees of the Assisting Party under the terms of the Mississippi Workers' Compensation Act (Section 71-3-1, Mississippi Code) due to personal injury or death occurring while such employees are engaged in rendering aid under this Agreement. Both the Requesting Party and the Assisting Party shall be responsible for payment of such benefits only to their own employees.



b. Equipment: The Assisting Party shall be reimbursed by the Requesting Party for the use of its equipment during the period of assistance according to either a pre-established local, state, or federal hourly rate or according to the actual replacement, operation, and maintenance expenses incurred. For those instances in which the Federal Emergency Management Agency reimburses costs, the eligible direct costs shall be determined in accordance with 44 CFR 206.228. The Assisting Party shall pay for all repairs to its equipment as determined necessary by its on-site supervisor(s) to maintain such equipment in safe and operational condition. At the request of the Assisting Party, fuels, miscellaneous supplies, and minor repairs may be provided by the Requesting Party if practical. The total equipment charges to the Requesting Party shall be reduced by the total value of the fuels, supplies, and repairs furnished by the Requesting Party and by the amount of any insurance proceeds received by the Assisting Party.

c. Materials And Supplies: The Assisting Party shall be reimbursed for all materials and supplies furnished by it and used or damaged during the period of assistance, except for the costs of equipment, fuel and maintenance materials, labor, and supplies, which shall be included in the equipment rate established in 3B unless such damage is caused by gross negligence, willful and wanton misconduct, intentional misuse, or recklessness of the Assisting Party's personnel. The Assisting Party's Personnel shall use reasonable care under the circumstances in the operation and control of all materials and supplies used by them during the period of assistance. The measure of reimbursement shall be determined in accordance with 44 CFR 206.228. In the alternative, the Parties may agree that the Requesting Party will replace the materials and supplies used or damaged with like kind and quality as determined by the Assisting Party. If such an agreement is made, it shall be reduced to writing and transmitted to the Agency.

d. Record Keeping: The Assisting Party shall maintain records and submit invoices for reimbursement by the Requesting Party or the Agency utilizing format used or required by FEMA publications, including 44 CFR Part 13 and applicable Office of Management and Budget Circulars. Requesting Party and Agency finance personnel shall provide information, directions, and assistance for record-keeping to Assisting Party personnel.

e. Payment: Unless otherwise mutually agreed in the written acknowledgment executed in accordance with paragraph 2.E. or a subsequent written addendum to the acknowledgment, the reimbursable expenses with an itemized notice are payable as soon as practicable after the expenses are incurred, but not later than 60 days following the period of assistance unless the deadline for identifying damage is extended in accordance with 44 CFR part 206. The Requesting Party shall pay the bill or advise of any disputed items, not later than the timeframe outlined above. These time frames may be modified by mutual agreement. This shall not preclude an Assisting Party or Requesting Party from assuming or donating, in whole or in part, the costs associated with any



loss, damage, expense, or use of personnel, equipment, and resources provided to a Requesting Party.

f. Payment by or Through the Agency: The Mississippi Emergency Management Agency may reimburse for all actual and necessary travel and subsistence expenses for personnel providing assistance pursuant to the request of the Agency, to the extent of funds available and contingent upon an annual appropriation from the legislature for such purposes. The Assisting Party shall be responsible for making a written request to the Agency for reimbursement of travel and subsistence expenses prior to submitting a request for payment to the Requesting Party. The Assisting Party's written request should be submitted as soon as possible after the expiration of the period of assistance. The Agency shall provide a written response to said requests within ten days of actual receipt. If the Agency denies said request, the Assisting Party shall then bill the Requesting Party. In the event that an affected jurisdiction requests assistance without forwarding said request through the Agency, or an Assisting Party provides assistance without having been requested by the Agency to do so, the Agency shall not be liable for reimbursement of any of the cost(s) of assistance. The Agency may serve as the eligible entity for requesting reimbursement of eligible costs from FEMA. Any costs to be so reimbursed by or through the Agency shall be determined in accordance with 44 CFR 206.228. The Agency may authorize applications for reimbursement of eligible costs from the Disaster Assistance Trust Fund, established pursuant to Section 33-15-301 Mississippi Code, in the event that the disaster or emergency event is not declared pursuant to the Robert T. Stafford Disaster Relief and Emergency Assistance Act, Public Law 93-288, as amended by Public Law 100-707. Such applications shall be evaluated pursuant to rules established by the Agency and may be funded only to the extent of available funds.

4. IMMUNITY.

To the extent permitted by law, the Parties shall not be liable for actions to the extent provided by Section 33-15-21. The Parties may waive this immunity in a manner provided by law to the extent that adequate insurance coverage is in effect.

5. LENGTH OF TIME FOR EMERGENCY.

The duration of such local emergency declared by the Requesting Party is limited to 30 days. It may be extended with review, if necessary, in 30-day increments as specified in 33-15-17.

6. TERM.

This Agreement shall be in effect for four (4) years from the date hereof. It shall automatically be renewed in successive four-year terms unless terminated upon 60 days advance written notice by



the Participating Government. Notice of such termination shall be made in writing and shall be served personally or by registered mail to the Director of Mississippi Emergency Management Agency, who shall provide copies to all other Participating Parties. Notice of termination shall not relieve the withdrawing Party from obligations incurred hereunder prior to the effective date of the withdrawal and shall not be effective until 60 days after notice thereof has been set by the Director of the Mississippi Emergency Management Agency to all other Participating Governments.

7. EFFECTIVE DATE OF THIS AGREEMENT.

This Agreement shall be in full force and effect upon approval by the Participating Government and upon proper execution hereof.

8. ROLE OF MISSISSIPPI EMERGENCY MANAGEMENT AGENCY.

The responsibilities of the Mississippi Emergency Management Agency under this Agreement are to:

- a. Request mutual aid on behalf of a Participating Government under the circumstances identified in this Agreement;
- b. Coordinate the provision of mutual aid to a Requesting Party pursuant to the provisions of this Agreement;
- c. Serve as the eligible entity for requesting reimbursement of eligible costs from FEMA upon a Presidential Disaster Declaration;
- d. Serve as the central depository for executed Agreements;
- e. Maintain a current listing of Participating Governments with their Authorized Representative and contact information and provide a copy of the listing to each of the Participating Governments on an annual basis during the second quarter of the calendar year.

MEMA will assume no responsibility for any person, group, or organization that self deploys.

9. SEVERABILITY, EFFECT ON OTHER AGREEMENTS.

Should any portion, section, or subsection of this Agreement be held to be invalid by a court of competent jurisdiction, that fact shall not affect or invalidate any other portion, section, or



subsection; and the remaining portions of this Agreement shall remain in full force and effect without regard to the portion, section, subsection, or power invalidated.

In the event that any parties to this Agreement have entered into other mutual aid agreements pursuant to Section 33-15-19, Mississippi Code, or interlocal agreements pursuant to Section 17-13-1 (Interlocal Cooperation of Governmental Units - §§ 17-13-1 — 17-13-17), Mississippi Code, those parties agree that this Agreement supersedes said agreements only for emergency management assistance and activities performed in catastrophic emergencies pursuant to this Agreement. In the event that two or more parties to this Agreement wish to engage in mutual aid, then the terms and conditions of this Agreement shall apply unless otherwise agreed between those parties.



IN WITNESS WHEREOF, the parties named herein have duly executed this Agreement/Compact on the date set forth below:

ATTEST:

BOARD OF SUPERVISORS OF FORREST COUNTY OF MISSISSIPPI



By: [Signature]
President

By: [Signature]
Clerk of the Board

APPROVED AS TO FORM:

Date: 5/23/22

By: [Signature]
County Attorney

STATE OF MISSISSIPPI
MISSISSIPPI EMERGENCY MANAGEMENT AGENCY

By: _____ Date: _____
Executive Director



STATEWIDE MUTUAL AID COMPACT

Date: _____ Name of Government: _____

State Vendor # _____

Mailing Address: _____

City: _____, MS Zip Code: _____

Authorized Representative to Contact for Emergency Assistance

Primary Representative:

Name: _____

Title: _____

Day Phone: _____ Night Phone: _____

Fax No: _____ Pager No: _____

1st Alternate Representative:

Name: _____

Title: _____

Day Phone: _____ Night Phone: _____

Fax No: _____ Pager No: _____

2nd Alternate Representative:

Name: _____

Title: _____

Day Phone: _____ Night Phone: _____

Fax No: _____ Pager No: _____



Appendix 1 (SMAC Authorized Representatives)



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Appendix 2 (Form REQ-A) to SMAC



Appendix 2 (Form REQ-A)

As outlined in SMAC section 2. *Procedures*, the SMAC Form REQ-A displayed below, is required when a participating government either becomes affected by or is under imminent threat of a major disaster and requires emergency-related mutual aid assistance.

MEMA utilizes a digital version of the Form REQ-A for several reasons, including but not limited to:

- Expedite request, approval, and deployment processes;
- The REQ-A can be used as a living document, continuously updated and approved for mission developments and changes;
- Provides for a smooth transition to the R-2 Reimbursement Form and process.

The version displayed is a snapshot of the actual digital document. The full digital version of this form is a Microsoft Excel document, able to be downloaded from the [MEMA Downloads\EMAC-SMAC](#) folder on the MEMA SharePoint.

For more information or assistance, contact the MEMA EMAC-SMAC Coordinator at emac@mema.ms.gov.

SMAC REQ-A Form			
SECTION I: TO BE COMPLETED BY THE REQUESTING COUNTY			
Event Name:			
Date:			
State Mission #:			
Requesting County:			
Requesting County REQ-A Contact:			
First Name:	Name:	Phone 1:	Phone 2:
E-mail 1:	E-mail 2:		
Mission Type:	State:	Select Discipline:	
Mission Description:	Page 1		
Resource Requested:			
Deployment Dates (including travel days):			
Mobilization:		Demobilization:	
Date Needed:	Date Released:		
Deployment Details:			
Work Location/Facilities:		Select One:	
Location/Facility Name:			
Address 1:			
Address 2:			
City:		Zip Code:	



Appendix 2 (Form REQ-A) to SMAC



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Appendix 3 (Form R-2) to SMAC



Appendix 3 (Form R-2)

As outlined in SMAC section 3. *Reimbursable Expenses*, the SMAC Intrastate Reimbursement Summary Form (Form R-2) displayed below, is required when a participating government supporting a major disaster requests for mutual aid assistance reimbursement.

Based on the EMAC Form R-2, MEMA utilizes a digital version of the Form R-2 for several reasons, including but not limited to:

- Expedite speed of submission, approval, and reimbursement processes;
- The R-2 is to be used as a living document, continuously updating and itemizing mission deployments, developments, and changes;
- Supports the Form REQ-A seamlessly to ensure continuity, approval, and transparency.

The version displayed is a snapshot of the actual digital document. The full digital version of this form is a Microsoft Excel document, able to be downloaded from the [MEMA Downloads\EMAC-SMAC](#) folder on the MEMA SharePoint.

For more information or assistance, contact the MEMA EMAC-SMAC Coordinator at emac@mema.ms.gov.

SMAC R-2 Form
Mississippi - Statewide Mutual Assistance Compact (SMAC)
Intrastate Reimbursement Summary Form R-2

Event: *
Requesting State/Province: * Date Submitted: *
Resource Provider: *
Resource Provider / Vendor Name: *
State Mission Number: * EMAC Mission Number: *
Copies of all receipt and payment vouchers for all expenses are attached (please select):

Personnel Costs			
Total Regular Hour	1	Total Regular Fringe	1
Total Overtime Hour	1	Total Overtime Fringe	1
Total Backfill Hour	1	Total Backfill Fringe	1
Total Holiday Pay Hour	1	Total Holiday Pay Fringe	1
Total Compensatory Hour	1	Total Compensatory Fringe	1
Total Personnel Costs		1	

Travel Costs			
Mileage Per Diem	1	Meals, Receipt	1
Air Travel	1	Airfare, Baggage and Fuel	1
Lodging	1	Parking/Tolls	1
POV/GOV/Personal	1	POV/GOV/Mileage and Fuel	1
Total Travel Costs		1	

Equipment Costs			
Equipment by State	1	Equipment Repair/Replacement	1
Total Equipment Costs		1	

Commodity Costs			
Total Commodity		1	
Total Commodity Costs		1	

Other Costs			
Other by State	1	Other by Donor	1
Total Other Costs		1	

Total Reimbursement: 1
Total Disbursed: 1

Comments:

REIMBURSEMENT PACKAGE CERTIFICATION
By completing this form, you, the authorized official of the Resource Provider, certify that the totals for each category column represents the actual costs requested in performance of the requested disaster assignment for the NSAP/Per on Order and that all expenditures were made in accordance with the Resource Provider's policies and procedures. You also certify that all accompanying request for the check or payment documentation and delivery point have been received and complete.

Certified and Authorized By: _____
Print Name Title Date



Appendix 3 (Form R-2) to SMAC



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SMAC

STATEWIDE MUTUAL
AID COMPACT

A SYSTEM FOR USING ALL AVAILABLE
RESOURCES DURING EMERGENCIES



TERRORISM

ANNEX

The Emergency Management District

TERRORISM - Annex

Definition of Terrorism: A violent act or an act dangerous to human life, in violation of the criminal laws of the United States or any segment to intimidate or coerce a government, the civilian population or any segment thereof, in furtherance of political or social objectives.

Domestic Terrorism: Involves group or individuals whose terrorist activities are directed at elements of our government or population without foreign direction.

International Terrorism: Involves groups or individuals whose terrorist activities are foreign based and/or directed by countries or groups outside the United States or whose activities transcend national boundaries.

GENERAL CONSIDERATIONS

1. **TERRORISM OR NOT!** Terrorist activities present a greater challenge in the identification of the event as Terrorism driven, crime scene consideration and identification of extended targets.
2. **THE TRUE TARGET!** It is critical that terrorist threats be handled with extreme caution. The true target may be the responder (Fire, Police, EMS) and secondary devices may be present.
3. **PROTECTION OF THE CRIME SCENE!** We may not only have a hazardous situation that may be extremely dangerous to responders and the general public but we **MUST** also insure that the crime scene is protected for evidence.

PPD-391 U.S. POLICY ON COUNTERTERRORISM

According to the Presidential Decision Directive PPD-391 U.S. on Counter-terrorism, dated June 21, 1995, the FBI will be the agency in charge of any Terrorist events. This directive adds a new player to the list of agencies responding. However, we must realize that the FBI will most likely be hours away from responding. This means local response units will be first on scene and **MUST** perform the critical tasks required to protect life and property, as well as protect the crime scene, do evacuation, isolate the area and deal with the incident.

RECOGNIZING TERRORISM

1. **TYPE OF EVENT!**

Explosives and/or incendiaries are some of the favorite terrorist weapons. Explosions or Fire in areas that would not seem likely could signal a terrorist threat.

Incidents involving firearms when they occur in conjunction with other incidents might be a terrorist event.

Non-Trauma mass casualty incidents such as a large number of victims in a given area without injury may also be a signal of terrorism activities.

2. **TIME OF THE EVENT!** Timing of the event might also be a signal if it occurs on significant anniversaries. A fire at a governmental office during non-office hours might be a signal.
3. **ON-SCENE WARNING SIGNS!** On-scene warning signals such as unexplained patterns of illnesses or death, chemical containers, spray devices or lab equipment may indicate possible terrorist activity.

PROTECTIVE MEASURES

The best protection for first responders during terrorist events is based on avoiding or minimizing exposure through the principals of Time, Distance, and Shielding.

TIME – spend the shortest amount of time in the area as possible. Be aware of the reported ignition time of the bomb threat and wait until it has passed before beginning the search.

DISTANCE – make sure you are far enough away and up wind to prevent exposure.

SHIELDING – use protective clothing and shield behind vehicles, buildings and solid objects that protect against the blast or exposure.

TYPES OF HARM

There are several types of harm that you can be exposed to. These are categorized utilizing the acronym TRACEM:

T – Thermal (extreme heat or cold)

R – Radiological (alpha-beta-gamma rays)

A – Asphyxiation (lack of oxygen)

C – Chemical (toxic or corrosive materials)

E – Etiological (disease-causing organisms)

M – Mechanical (physical trauma, guns, bomb, etc.)

THERMAL – refers to extreme heat or cold.

RADIOLOGICAL – refers to alpha particles, beta particles or gamma rays.

ASPHYXIATION – refers to lack of oxygen caused by gases heavier than air such as Carbon dioxide, or chemical vapors in a confined space.

CHEMICAL – refers to toxic or corrosive material such as acids or toxins, i.e. nerve gas.

ETIOLOGICAL – refers to disease causing organisms such as bacteria, rickettsia and viruses or toxins derived from living organisms.

MECHANICAL – refers to physical trauma such as gun shot wounds, slip-trip & fall hazards and injury from bomb fragments or shrapnel.

In general the incident information and warning signs should be analyzed to determine what self-protection measures must be taken to protect life and property. Use these signals to determine what threat you are facing and how to best handle the situation. Do you evacuate the area? If so how far back do you evacuate? Is it safe to evacuate or shelter in place and is it the best alternative? These questions depend on factors such as what harm are you facing. It might be safer to shelter the population in their homes rather than risk exposure during a total evacuation.

CONCLUSION

Terrorist threats are real and must be dealt with using caution and systematic planning. All agencies involved must be aware of the threat and respond accordingly. Control of the area is essential to limit exposure. Crime scene protection must be stressed throughout the operation. A high awareness level will surely help protect the lives of the responders as well as the population in the effect area.ⁱ

ⁱ Technical Information for this SOP was taken from: EMERGENCY RESPONSE TO TERRORISM: Basic Concepts - U.S. Department of Justice, Office of Justice Programs -Bureau of Justice Assistance, Federal Emergency Management Agency, United States Fire Administration - National Fire Academy, August 18, 1997.

DISTRIBUTION & DONATIONS SPECIFIC

DISTRIBUTION AND DONATIONS ANNEX

**WATER & ICE
Commodities**

The Emergency Management District
4080 U.S. Hwy 11
Hattiesburg
MS 39402

FORREST COUNTY

Rev. 2022

This Annex provides the organization and guidelines for ensuring the ordering, receiving and distribution of mass commodities provided to Forrest County during times of major crisis. Pre-identified locations for distribution will be prepared and the commodities transported to each location. It also provides the SOP'S for Donations Management for coordinating, control and warehouse the mass amounts of donated goods and services that could infiltrate into Forrest County following a disaster.

Introduction

The County is subject to the impacts from Severe Weather and Hurricanes. These hazards can lead to wide spread power interruptions. The impact of the loss of power leads directly to the ability of the general public to sustain themselves. The loss of power on the commercial side leads to the loss of critical services for the general public. Other hazards can lead to the same result but Severe Weather and Hurricanes are the most threatening. The lost of power can have a cascading impact on other utilities such phone, water and sewer.

Upon the detection of a critical event, Forrest County Emergency Management District will activate the EOC and specific ESF'S to support the event. The response effort will be directly portioned to the amount of citizens and businesses without power or the number o f uninhabitable dwelling units. Temporary generator capability is beginning to somewhat reduce the negative impact of individual households. Critical utilities and commercial services power loss impact are being reduced through initiatives to provide FEMA/State generator assets and through the 5% hazard mitigation grant program.

Scope of this Plan

This plan is addressing the ordering, receiving and distribution of mass commodities provided to Forrest County during times of major crisis. Specifically, this plan addresses water and Ice with the ability to add MRE'S and tarps or plastic provided there is a significant need.

Primary Contacts

The primary contacts for this plan are the following:

Local – EMD Director for Forrest County and Hattiesburg

Executive Director Glen Moore

Office Phone: 601-544-5911

Email: glen@forresteoc.com

State – EM Logistics Mgmt MEMA

Don Wilson

Office Phone: 601-933-6705

Email: dwilson@mema.ms.gov

Recognition of the Problem

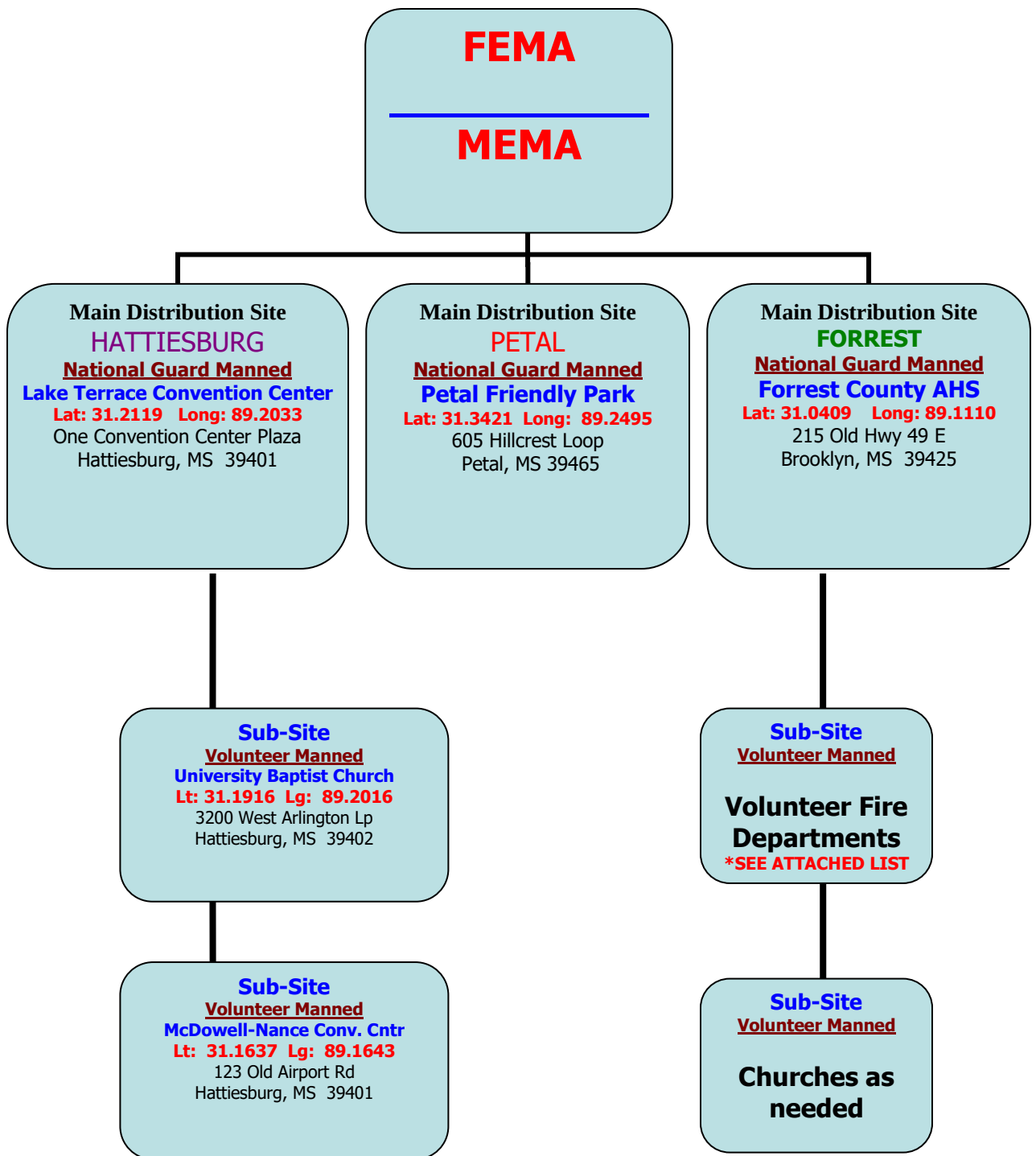
Until the event occurs and a damage assessment has been completed, prediction of the needs is an educated guess, based on past events. Forrest County EMD will make initial assessment as soon as practical after the event has occurred. It will consult with the power company(ies) that serve Forrest County as to the magnitude of the outages and the anticipated repair times. The EMD will consult with other emergency agencies to determine the extent of the damage to the community infrastructure.

Principle of Supply and Distribution

It is recognized that the flow of commodities is not instant but is a pipeline effect. That fact complements the reality that it takes time and resources to set up public distribution centers, and the general public in this region generally has several days of water, ice and food available to them at their places of residence based on the hazards that are more frequent to Forrest County. Unusual hazard occurrences could make these planning assumptions invalid. MRE needs are related to the operating status of the grocery stores, of which there are many in the Hattiesburg and Forrest County area. The financial condition of the population will sometimes dictate the need for MRE'S to bridge the time between the event and the next normal pay day. Unfortunately, the public desire for commodities outpaces their need for commodities. Arrangements for commodities will be based on power, water and grocery store status. Generally the nature of our disasters determines the need for tarps or plastic covering. They are usually dispensed as requested directly from the Emergency Management District EOC.

State Resources Needs

The desired state of affairs is that staging and distribution centers shall be equipped with local resources for operation. The practicality of this, decreases rapidly when the return of normal commercial operations occurs consuming the volunteers back to their normal employment. Since commodity distribution often extends beyond core commercial operation, shortfalls can occur.



FORREST COUNTY
ICE AND WATER DISTRIBUTION

CITY OF HATTIESBURG

NATIONAL GUARD MANNED AT THE MAIN SITE ONLY

Main Water and Ice Distribution Center: LAKE TERRACE CONVENTION CENTER

Address **One Convention Center Plaza**
(Hwy 49 & I-59 Interchange)
HATTIESBURG, MS 39401

Contact Person **RICK TAYLOR- MGR**
Contact Number **601-268—3220**
Cell Number **601-606-9074**

CITY/COUNTY OR VOUNTEERS MANNED AT ALL SUB-SITES

Sub-Site Location: UNIVERSITY BAPTIST CHURCH

Address **3200 WEST ARLINGTON LOOP**
HATTIESBURG, MS 39402

Sub-Site Location: McDOWELL NANCE CONVENTION CENTER

Address **123 OLD AIRPORT RD**
HATTIESBURG, MS 39401

FORREST COUNTY

ICE AND WATER DISTRIBUTION

COUNTY

NATIONAL GUARD MANNED AT THE MAIN SITE ONLY

Main Water and Ice Distribution Center: **FORREST COUNTY AHS**

Address 215 OLD HWY 49 EAST
BROOKLYN, MS 39425

Sub-Site Location: VOLUNTEER FIRE STATIONS

Address **see attached list

Contact Person FIRE CHIEF OF EACH DEPARTMENT

Sub-Site Location: CHURCHES

Address ** As needed

Contact Person _____

Contact Number _____

Pre-Designated Donation Manager COREY PROCTOR – County Planner

Contact Number (w) 601-583-6162 or © 601-5436860

FORREST COUNTY

ICE AND WATER DISTRIBUTION

CITY OF PETAL

NATIONAL GUARD MANNED AT THE MAIN SITE ONLY

Main Water and Ice Distribution Center: **PETAL FRIENDLY PARK**
Address **605 HILLCREST LOOP**
PETAL, MS 39465

CITY/COUNTY OR VOLUNTEER MANNED AT ALL SUB-SITES

Sub-Site Location: N/A

Address _____

Contact Person _____

Contact Number _____

Sub-Site Location: N/A

Address _____

Contact Person _____

Contact Number _____

Pre-Designated Donation Manager **MELISSA MARTIN – (Volunteer)**
Contact Number **601-545-1776 (City Hall)** DS-6

FORREST COUNTY

Water and Ice Distribution Plan

FEMA / MEMA distribution trucks will deliver Water and Ice to the three main pre-determined distribution sites. The National Guard will only man these three main sites.

**Lake Terrace Convention Center
Petal Friendly Park
Forrest County Agriculture High School**

MAIN DISTRIBUTION SITES

The main sites will be responsible to distribute both to the general public and to pre-determined sub-sites and pre-determined critical facilities.

- ☉ TO THE GENERAL PUBLIC:
 1. Main distribution site manned by National Guard will distribute ice/water (amounts may vary with availability) to the public.
 2. Water / Ice amount will depend on availability.
- ☉ TO SUB-SITES:
 1. Main distribution sites will allow Pre-Determined Sub-Sites from their jurisdiction to load Water/Ice (amounts may vary with availability) to be distributed from sub-sites. A list of these pre-approved sites for each jurisdiction (Hattiesburg, Forrest County, and Petal) will be kept at Main Distribution Site.
- ☉ TO PRE-DETERMINED CRITICAL FACILITY AGENCIES:
 1. Main distribution site will allow pre-determined critical facilities i.e. nursing – assisted living facilities, hospital, and shelter – load bulk daily supplies.
 2. Any critical facility that may request Water/Ice must first contact the EOC for pre-approval.
 3. A list of pre-determined critical facilities will be kept at each Main Distribution Site.

SUB-SITE DISTRIBUTION LOCATIONS

All sub-sites must be approved by the Emergency Management District and Registered as an official site in order to receive bulk supplies from the Main distribution sites. Pre-Determined Sub-Sites will be responsible to pick-up and distribute to the general public.

- ☉ TO THE GENERAL PUBLIC:
 1. A list of each Jurisdictions Sub-Sites will be maintained at the Jurisdictional Main Distribution Site i.e. Hattiesburg, County, Petal.
 2. Pre- Determined Sub-Site Distribution Sites will be manned by Volunteers Only.

3. Sub-Sites must be able to pick-up Water and Ice from the Main Distribution Site in their jurisdiction.
4. Sub-Sites must supply own transport and loading crew.
DS-7
5. Amount of Ice and Water for each sub-site will be on **AVAILABILITY ONLY BASIS!**
6. Distribution of Ice and Water will be to the public only. (No groups or bulk distribution from Sub-Sites.) ****All bulk and group distribution will be from Main Site Only!**

PRE-DETERMINED CRITICAL FACILITY AGENCIES

- Ⓢ Critical facilities are deemed those who house elderly, disabled, medical and shelters
- Ⓢ Agencies in need of bulk daily supplies must make request through the EOC for the amount of ice/water daily request. The requesting agency will then be placed on the list of authorized agents to receive bulk supplies for their facility. (Amounts will vary with the amount of ice/water's availability)
- Ⓢ Main distribution site will allow pre-determined critical facilities load bulk daily supplies. (Amounts may vary due to availability)
- Ⓢ Critical facilities must supply own transportation and loading crew.
- Ⓢ A list of pre-determined critical facilities will be kept at each Main Distribution Site
- Ⓢ Critical facilities bulk supplies will be allowed to use own jurisdiction Main Distribution Site, (Hattiesburg, Petal, and Forrest County) example: If critical facility is located in Hattiesburg they must use the Hattiesburg Main Distribution Site.

Pre-Determined Equipment Needs

Site One – Hattiesburg

HBG Lake Terrace Convention Center

1. Two (2) Fork Lifts
2. Two (2) Pallet Jacks
3. One (1) Tent
4. Two (2) Cooling Fans
5. One (1) 5kw Generator
6. One (1) Light Set
7. 15 Barricades
8. 50 Traffic Cones
9. Two (2) Large Dumpsters

Site Two - Petal

Petal Friendly Park

1. One (1) Fork Lift
2. One (1) Pallet Jack
3. One (1) Tent
4. Two (2) Cooling Fans
5. One (1) 5kw Generator
6. One (1) Light Set
7. Five (5) Barricades
8. 25 Traffic Cones
9. One (1) Large Dumpster

Site Three - Forrest County

Forrest County AHS

1. One (1) Fork Lift
2. One (1) Pallet Jack
3. One (1) Tent
4. Two (2) Cooling Fans
5. One (1) 5kw Generator
6. One (1) Light Set
7. Five (5) Barricades
8. 25 Traffic Cones
9. One (1) Large Dumpster

MAIN POD SITE 1

LAKE TERRACE CONVENTION CENTER, HATTIESBURG

SERVING THE FOLLOWING VFD SUB-SITES:

DIXIE VFD

19 DIXIE BARN RD.

LT 31.1318

LG 89.1821

RAWLS SPRING VFD STATION 1

41 ARCHIE SMITH RD.

LT 31.2259

LG 89.221

RAWLS SPRING VEF STATION 2

512 ARCHIE SMITH RD.

LT n/a

LG n/a

NORTH FORREST VFD STATION 1

2315 GLENDALE AVE.

LT 31.2144
LG 89.1818

NORTH FORREST VFD STATION 2
1133 EATONVILLE RD.
LT 31.2537
LG 89.2117

MAIN POD SITE 2
HUDSON'S COMPLEX, PETAL

SERVING THE FOLLOWING VFD SUB-SITES:

MACEDONIA VFD STATION 1
610 MACEDONIA RD.
LT 31.2319
LG 89.1016

MACEDONIA VFD STATION 2
600 MACEDONIA RD.
LT
LG

MACEDONIA VFD STATION 3
711 LEEVILLE RD.
LT 31.2337
LG 89.1525

SUNRISE VFD STATION 1
1071 LUTHER CARTER RD
LT 31.1827
LG 89.1247

SUNRISE VFD STATION 2
177 MYERS RD
LT 31.1534
LG 89.1032

MAIN POD SITE 3

AHS BROOKLYN, FORREST COUNTY

SERVING THE FOLLING VFD SUB-SITES:

BROOKLYN VFD STATION 1

35 OLD HWY 49 SOUTH

LT 31.03234

LG 89.11211

McLAURIN VFD STATION 1

310 CARTER RD.

LT 31.000

LG 89.1309

McLAURIN VFD DANTZLER STATION 2

764 CHURCHWELL RD.

CARNES VFD

LT 31.1124

LG 89.1715

CARNES VFD STATION 1

268 JOHN MORRIS RD

LT 31.02280

LG 89.12454

CARNES VFD MAXIE STATION 2

105 MOFFETT RD.

LT 30.5732

LG 89.1008

MAIN POD SITE 1

LAKE TERRACE CONVENTION CENTER, HATTIESBURG

SERVING THE FOLLOWING CHURCH AND OTHER SUB-SITES:

UNIVERSITY BAPTIST CHURCH

3200 WEST ARLINGTON LP.

LT 31.1916

LG 89.2016

McDOWELL-NANCE CONVENTION CENTER

123 OLD AIRPORT RD.

LT 31.1637

LG 89.1643



Memorandum

To: Mayor Toby Barker and Members of City Council
From: Wiley Quinn, Code Enforcement Division Manager
cc: Kermas Eaton, City Clerk
Date: Tuesday, September 20, 2022
Re: Approve Subrecipient agreement with Starter Homes MS in connection with the City's Emergency Roof Repair Initiative Program and authorize the Mayor to execute in triplicate. {Entitlement}
File Number: 2022-682
Minute Book #

Summary

Approve Subrecipient agreement with Starter Homes MS in connection with the City's Roof Repair Initiative Program and authorize the Mayor to execute in triplicate. {Entitlement}

Recommendation Statement

i recommend approval of this item.

Please place this on the September 20, 2022 City Council meeting for consideration.

**CITY OF HATTIESBURG
COMMUNITY DEVELOPMENT BLOCK GRANT
EMERGENCY ROOF INITIATIVE PROGRAM (HOUSING)
STARTER HOMES
SUBRECIPIENT AGREEMENT**

STARTER HOMES OF MISSISSIPPI

THIS contract (hereinafter the “AGREEMENT”), is made and entered into this _____ by and between the CITY OF HATTIESBURG, MISSISSIPPI, (hereinafter called the “GRANTEE”), located at 200 Forrest Street, Hattiesburg, Mississippi 39401 and Starter Homes of Mississippi (hereinafter called the “SUBRECIPIENT”), located in the City of Seminary (57 Carter Drive, Seminary, MS, 39479) for an amount not to exceed **\$15,000.00 per project for a minimum of fifteen (15) projects, and not to exceed a total amount of \$225,000.000 for the period covered in this agreement.** For the purposes of this agreement, project is defined as a roof repair as defined by the City of Hattiesburg’s Emergency Roof Initiative Program, and performed on a single-family, owner-occupied dwelling. This agreement shall terminate on or before _____, unless amended by written instrument as provided for herein.

WHEREAS, GRANTEE wishes to engage the SUBRECIPIENT to assist the Grantee in utilizing such funds for: The City’s Emergency Roof Initiative Program {Entitlement}

NOW, THEREFORE, it is agreed between the parties hereto that:

I. SCOPE OF SERVICE

A. Activities

The Subrecipient will procure and/or provide all skilled and unskilled labor in a manner satisfactory to the Grantee and consistent with any standards required as a condition of providing these funds. Subrecipient’s use of these funds shall be limited to the procurement of materials and services needed in performing eligible roof repairs for eligible applicants. Activities in such program must be eligible under the Community Development Block Grant Program.

B. General Administration

The City of Hattiesburg and the Subrecipient will maintain program and financial records documenting eligibility, provisions of services, and Subrecipient’s expenses relative to the project as a result of assistance provided through the CDBG Program.

C. National Objectives

The City of Hattiesburg certifies that the activities carried out with funds provided under this Agreement will meet one or more of the CDBG Program’s National Objectives:

- 1. Project benefits low-moderate income persons;
- 2. Project will aid in the prevention or elimination of slums and/or blight; or
- 3. Project meets community development needs having a particular urgency – as defined in S4 CFR Part 570.208.

D. Implementation Schedule

Unless amended by mutual written agreement by the Subrecipient and the Grantee, the Subrecipient will perform the described tasks in conformance with the schedule below:

TASKPROGRAM GOAL	DATE
Roof repairs to single-family, owner-occupied homes within the City limits	October 1, 2022 – October 31, 2022
Completion of 1 st Roof Repair	
Completion of 2 nd Roof Repair	
Completion of 3 rd Roof Repair	
Completion of 4 th Roof Repair	
Completion of 5 th Roof Repair	
Completion of 6 th Roof Repair	
Completion of 7 th Roof Repair	
Completion of 8 th Roof Repair	

Completion of 9 th Roof Repair	
Completion of 10 th Roof Repair	
Completion of 11 th Roof Repair	
Completion of 12 th Roof Repair	
Completion of 13 th Roof Repair	
Completion of 14 th Roof Repair	
Completion of 15 th Roof Repair	

E. Performance Monitoring

The Grantee will monitor the performance of the Subrecipient against the goals and performance standards required herein. Substandard performance as determined by the Grantee will constitute non-compliance with this Agreement. If action to correct such substandard performance is not taken by the Subrecipient within ten (10) calendar days after being notified by the Grantee, contract termination will begin and all funding will end. Subrecipient must return any unused funds promptly.

II. Time of Performance

Services of the Subrecipient shall start on the **1st day of October, 2022**, and end on the **31st day, October, 2022**. The term of this Agreement and the provisions shall be terminated, unless amended by written instrument.

III. Budget

It is understood that project costs by line item may vary depending on the scope of each project undertaken. As such, the “Per Project” maximum budget of \$15,000 is firm, and variances up to 10% of the total project cost require written approval from the Director of Urban Development. Cumulative variances of more than 10% over the life of this Agreement will require a formal Agreement Amendment.

Indirect costs shall not be applied in performance or administration of this agreement. The Grantee may require a more detailed budget breakdown, and the Subrecipient shall provide such supplementary budget information in a timely fashion in the form and content prescribed by the Grantee. Any amendments to this budget must be approved in writing by the Grantee and the Subrecipient.

IV. Payment

It is expressly agreed and understood that the total amount to be paid by the Grantee under this Agreement shall not exceed **\$225,000**. Drawdowns for the payment of eligible expenses shall be made against the line item budget specified in Paragraph III herein and in accordance with performance. The Subrecipient will be reimbursed, on no more than a monthly basis, provided verification of eligible expenses is provided.

Payments to the Subrecipient may be contingent upon the certification of the Subrecipient’s financial management system in accordance with the acceptable standards specified in OMB Circular A-110.

V. Notices

Communication and details concerning this Agreement shall be directed to the following Agreement representatives:

Grantee	Subrecipient
City of Hattiesburg Urban Development Director CDBG 601-545-4590 601-554-1006	Starter Homes of Mississippi Beth Norris, Executive Director 57 Carter Drive Seminary, MS 39479

VI. Special Conditions

Lead and/or Asbestos Testing and/or Abatement

For eligible units assisted under this agreement, where it is necessary to test or abate lead or asbestos in the course of work, reasonable and necessary expenses for such testing and/or abatement

will not be charged against the \$15,000 cap per unit or the \$225,000 cap for the gross amount of the Agreement. Such lead and/or asbestos testing and/or abatement expenses should be documented separately from routine unit expenses, and will be reimbursed independently. Requests for such funds and their subsequent reimbursement will follow the same procedure as routine requests for funds.

Prior to ordering lead or asbestos testing or abatement, the Subrecipient should consult the City of Hattiesburg Housing program Inspector. Under advisement from the Housing Program Inspector, the Subrecipient may proceed in ordering lead and/or asbestos testing and/or abatement in accordance with subcontracting and procurement requirements contained herein. The Subrecipient may only use City-approved contractors for such testing and/or abatement.

Utilization of Funds

If the Subrecipient fails to comply with the terms of this Agreement, such as D. Implementation Schedule, the Grantee can terminate this Agreement without giving a 30-day notices. See General Conditions, Section H. Suspension or Termination.

VII. General Conditions

A. General Compliance

The Subrecipient agrees to comply with the requirements of Title 24 of the Code of Federal Regulations, Part 570 [the U.S. Housing and Urban Development regulations concerning Community Development Block Grants (CDBG)]. The Subrecipient also agrees to comply with all other applicable Federal, state and local laws, regulations, and policies governing the funds provided under this contract. The Subrecipient further agrees to utilize funds available under this Agreement to supplement rather than supplant funds otherwise available.

B. Independent Contractor

Nothing contained in this Agreement is intended to, or shall be construed in any manner, as creating or establishing the relationship of employer/employee between the parties. The Subrecipient shall at all times remain an “independent contractor” with respect to the services to be performed under this Agreement. The Grantee shall be exempt from payment of all Unemployment Compensation, FICA, retirement, life and/or medical insurance and Workers’ Compensation Insurance, as the Subrecipient is an independent contractor.

C. Liability and Hold Harmless

The Subrecipient shall not, without prior written permission of the City specifically authorizing them to do so, represent or hold themselves out to others as an agent of or on behalf of the City of Hattiesburg.

The Subrecipient shall hold harmless, defend and indemnify the Grantee from any and all claims, actions, suits, charges and judgments whatsoever that arise out of the Subrecipient’s performance or nonperformance of the services or subject matter called for in this Agreement.

D. Workers’ Compensation

The Subrecipient shall provide Workers’ Compensation Insurance coverage for all of its employees involved in the performance of this Agreement.

E. Insurance

The Subrecipient shall carry sufficient insurance coverage to protect Agreement assets from loss due to theft, fraud, and/or undue physical damage. The Subrecipient shall comply with insurance requirements of OMB Circular A-110, Bonding and Insurance.

F. Grantor Recognition

The Subrecipient shall insure recognition of the role of the grantor agency in providing services through this Agreement. All activities, facilities and items utilized pursuant to this Agreement shall be prominently labeled as to funding source. In addition, the Subrecipient will include a reference to the support provided herein in all publications made possible with funds made available under this Agreement.

G. Amendments

The Grantee or Subrecipient may amend this Agreement at any time provided that such amendments make specific reference to this Agreement, and are executed in writing, signed by a duly authorized representative of each organization, and approved by the Grantee’s

governing body. Such amendments shall not invalidate this Agreement, nor relieve or release the Grantee or Subrecipient from its obligations under this Agreement.

The Grantee may, in its discretion, amend this Agreement to conform with Federal, state or local governmental guidelines, policies and available funding amounts, or for other reasons. If such amendments result in a change in the funding, the scope of services, or schedule of the activities to be undertaken as part of this Agreement, such modifications will be incorporated only by written amendment signed by both Grantee and Subrecipient.

This Agreement contains the entire understanding of the parties, and any change of any term or provision of the Agreement can be approved by the City Council. Any such amendment shall be attached to and made a part of this Agreement.

H. Suspension or Termination

Either party may terminate this Agreement at any time by giving written notice to the other party of such termination and specifying the effective date of such termination. Partial termination of the Scope of Services in Paragraph I. A above may only be undertaken with the approval of the Grantee. In the event of any termination for convenience and at any time, at the Grantee's option, all finished or unfinished documents, carpenter's materials, reports or other materials prepared by the Subrecipient under this Agreement shall, at the option of the Grantee, become the property of the Grantee, and the Subrecipient shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents or materials prior to termination.

The Grantee may also suspend or terminate this Agreement, in whole or in part without notice, if the Subrecipient materially fails to comply with any term of the Agreement with any of the rules, regulations or provisions referred to herein and all payments shall cease; and the Grantee may declare the Subrecipient ineligible for any further participation in the Grantee's Agreements, in addition to other remedies as provided by law. In the event there is probable cause to believe the Subrecipient is in noncompliance with any applicable rules or regulations, the Grantee may withhold up to fifteen (15) percent of said Agreement funds to be paid for past work until such time as the Subrecipient is found to be in compliance by the Grantee, or is otherwise adjudicated to be in compliance.

I. Networking and Coordination

There will be periodic networking and coordination meetings of all agencies receiving CDBG funds from the City of Hattiesburg. Meetings will be chaired by the Community Development Administrator or his designee. These meetings will provide opportunities for information sharing, technical assistance, updates of Federal, State and local requirements. The meeting will be approximately one hour at a mutually agreed upon time.

VIII. **Administrative Requirements**

A. **Financial Management**

1. Accounting Standards

The Subrecipient agrees to comply with OMB Circular A-110 and agree to adhere to the accounting principles and procedures required therein, utilize adequate internal controls, and maintain necessary source documentation for all cost incurred.

2. Cost Principles

The Subrecipient shall administer its program in conformance with OMB Circular A-122 "Cost Principles for Non-Profit, or A-21 "Cost Principles for Educational Institutions," as applicable. These principles shall be applied for all costs incurred whether charged on a direct or indirect basis.

If the Subrecipient is a governmental or quasi-governmental agency, the applicable sections of 24 CFR Part 85, "Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local governments," and OMB Circular A-87 would apply to this Agreement.

B. **Documentation and Record Keeping**

1. Records to be Maintained

The Subrecipient shall maintain all records required by the Federal regulations specified in 24 CFR Part 570.506, which are pertinent to the activities to be funded under this Agreement. Such records shall include but not limited to:

- a. Records providing a full description of each activity undertaken;
- b. Records demonstrating that each activity undertaken meets one of the National Objectives of the CDBG program;

2. Retention

The Subrecipient shall retain all records pertinent to expenditures incurred under this Agreement for a period of five (5) years after the termination of all activities funded under this Agreement. Records for non-expendable property acquired with funds under this must be retained for four (4) years after final disposition of such property. Records for any displaced person must be kept for five (5) years after he/she has received final payment. Notwithstanding the above, if there is litigation, claims, audits, negotiations or other actions that involve any of the records cited and that have started before expiration of the five-year period, then such records must be retained until completion of the actions and resolution of all issues, or the expiration of the five-year period, whichever occurs later.

3. Client Data

The Grantee shall conduct all activities related to determining the eligibility of its program participants. Such determinations must adhere to the same guidelines, policies, procedures, regulations used by the Grantee when determining eligibility for its several other CDBG programs. The Grantee and Subrecipient shall maintain client data demonstrating client eligibility for services provided. Such data shall include, but is not limited to, client name, address, income level or other basis for determining eligibility, and description of service provided.

4. Disclosures

The Subrecipient understands that client information collected under this Agreement is private and the use or disclosure of such information, when not directly connected with the administration of the Grantee's or Subrecipient's responsibilities with respect to services provided under this Agreement, is prohibited unless consent is obtained from such person receiving service and, in case of a minor, that of a responsible parent/guardian.

5. Property Records

The Subrecipient shall maintain real material inventory records which clearly identify materials purchased, and improved properties.

6. Close-Outs

The Subrecipient's obligation to the Grantee shall not end until all close-out requirements are completed. Activities during this close-out period shall include, but are not limited to: making final payments, disposing of program assets (including the return of all unused materials and determining the custodianship of records).

7. Audits and Inspections

All Subrecipient records with respect to any matters covered by this Agreement shall be made available to the Grantee, their designees or the Federal Government, at any time during normal business hours, as often as the Grantee deems necessary, to audit, examine, and make excerpts or transcripts of all relevant data. Any deficiencies noted in audit reports must be fully cleared by the Subrecipient within 30 days after receipt by the Subrecipient. Failure of the Subrecipient to comply with the above audit requirements will constitute a violation of this Agreement and may result in the withholding of future payments. The Subrecipient hereby agrees to have an annual agency audit conducted in accordance with current Grantee policy concerning Subrecipient audits and, as applicable OMB Circular A-133.

C. Reporting and Payment Procedures

1. Payment Procedures

The Grantee will pay to the Subrecipient funds available under this Agreement based upon information submitted by the Subrecipient and consistent with an approved

budget and Grantee policy concerning payments. Payments will be made for eligible expenses actually paid by the Subrecipient (reimbursement). Payments will be adjusted by the Grantee in accordance with program income balances available in Subrecipient accounts. In addition, the Grantee reserves the right to liquidate funds available under this Agreement for costs incurred by the Grantee on behalf of the Subrecipient.

2. Progress Report

The Subrecipient shall submit progress reports to the Grantee in the form, content and frequency as required by the Grantee. The Progress Reports are due quarterly and/or whenever payment requests are submitted.

D. Procurement

1. Compliance

The Subrecipient shall comply with current Grantee policy concerning the purchase of materials and shall maintain inventory records.

2. OMB Standards

The Subrecipient shall procure all materials in accordance with the requirements of OMB Circular A-110, Procurement Standards, as well as, applicable sections of 24 CFR Part 85. Further, any subcontracts executed in connection with the implementation of this grant must adhere to the same standards.

3. Travel

The Subrecipient shall obtain written approval from the Grantee for any travel outside the metropolitan area with funds provided under this Agreement.

X. Personnel and Participant Conditions

A. Civil Rights

1. Compliance

The Subrecipient agrees to comply with Title VI of the Civil rights of 1964 as amended, title VIII of the Civil Rights Act of 1968 as amended, Section 104(b) and Section 109 of title I of Housing and Community Development Act of 1974 as amended, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, the Age Discrimination Act of 1975, Executive Order 11063, and with Executive Order 11246 as amended by Executive Order 11375 and 12086.

2. Non-discrimination

The Subrecipient will not discriminate against any employee or applicant for employment because of race, color, creed, religion, ancestry, national origin, sex, disability, age, marital/familial status, or status with regard to public assistance. The Subrecipient will take affirmative action to ensure that all employment practices are free from such discrimination. Such employment practices include but are not limited to the following: hiring, upgrading, demotion, transfer, recruitment, or recruitment advertising, layoff, termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. The Subrecipient agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the contracting agency setting forth the provisions of this nondiscrimination clause.

3. Land Covenants

This Agreement is subject to the requirements of Title VI of the Civil Rights Act of 1964 and of 24 CFR 570.601 and 602. In regard to sale, lease, or other transfer of land acquired, cleared or improved with assistance provided under this contract, the Subrecipient shall cause or require a covenant running with the land to be inserted in the deed or lease for such transfer, prohibiting discrimination herein defined, in the sale, lease or rental, or in the use or occupancy of such land, or in any improvements

erected thereon, providing that the City of Hattiesburg and the United States are beneficiaries of and entitled to enforce such covenants. The Subrecipient, in undertaking its obligation to carry out the program assisted hereunder, agrees to take such measures as are necessary to enforce such covenant, and will not itself so discriminate.

4. Section 504

The Subrecipient agrees to comply with any Federal regulations issued pursuant to compliance with Section 504 of the Rehabilitation Act of 1974, which prohibits the discrimination against persons with disabilities in any Federally assisted program. The Grantee shall provide the Subrecipient with any guidelines necessary for compliance with that portion of the regulations in force during the term of this Agreement.

B. Affirmative Action

1. Plan

The Subrecipient agrees that it shall be committed to carrying out pursuant to the Grantee's specifications an Affirmative Action Program in keeping with the principles as provided in President's Executive Order 11246 of September 24, 1965.

2. W/MBE

The subrecipient will use its best efforts to afford minority- and women- owned business enterprises the maximum practicable opportunity to participate in the performance of this Agreement. As used in this Agreement, the term "minority and female business enterprise" means a business that is at least fifty (51) percent owned and controlled by minority group members or women. For the purpose of this definition, "minority group members" are African-Americans, Spanish-speaking, Spanish surnamed, or Spanish- heritage Americans, Asian-Americans, and American Indians. The Subrecipient may rely on written representation by businesses regarding their status as minority and female business enterprises in lieu of an independent investigation.

3. Access to Records

The Subrecipient shall furnish and cause each of its own subrecipients or subcontractors to furnish all information and reports required hereunder and will permit access to its books, records and accounts by the Grantee, HUD, or its agents, or other authorized Federal officials for purposes of investigation to ascertain compliance with the rules, regulations and provisions stated herein.

4. Notifications

The Subrecipient will send to each labor union or representative of workers with which it has a collective bargaining agreement or other contract or understandings, a notice, provided by the agency contracting officer, advising the labor union or workers' representative of the Subrecipient's commitments hereunder, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

5. EEO/AA Statement

The Subrecipient will, in all solicitations or advertisements for employees placed by or on behalf of the Subrecipient, state that it is an Equal Opportunity or Affirmative Action employer.

6. Subcontracting Provisions

The Subrecipient will include the provisions of Paragraph X. A, Civil Rights, and B, Affirmative Action, in every subcontract or purchase orders, specifically or by

reference, so that such provisions will be binding upon each of its subrecipients or subcontracts.

C. Employment Restrictions

1. Prohibited Activity

The subrecipient is prohibited from using funds provided herein or personnel employed in the administration of the program for: political activities, sectarian or religious activities, lobbying, political patronage and/or nepotism activities.

2. Labor Standards

The Subrecipient agrees to comply with the requirements of the Secretary of Labor in accordance with the Davis-Bacon Act as amended, the provisions of Contract: Work Hours and Safety Standards Act, the Copeland "Anti- Kickback" Act and all other applicable Federal, State and local laws and regulations pertaining to labor standards insofar as those acts apply to the performance of this Agreement. The Subrecipient shall maintain documentation which demonstrates compliance with hour and wage requirements of this part. Such documentation shall be made available to the Grantee for review upon request.

The Subrecipient agrees that, except with respect to the rehabilitation of residential property containing less than eight (8) units, all contracts engaged in under in excess of \$2,000.00 for repair work financed in whole or part with the assistance provided under this Agreement, shall comply with Federal requirements adopted by the Grantee pertaining to such Agreements/Contracts and with the applicable requirements of the regulations of the Department of Labor, under 29 CFR Parts 1, 3, 5, and 7 governing the payment of wages and ratio of apprentices and trainees to journeyman workers; provide, that if wages higher than those required under the regulations are imposed by state or local laws, nothing hereunder is intended to relieve the Subrecipient of its obligation, if any, to require payment of the higher wage. The Subrecipient will cause or require to be inserted in full, in all contracts subject to such regulations, provisions meeting the requirements of this paragraph.

3. "Section 3" Clause

a. Compliance

Compliance with the provisions of Section 3, the regulations set forth in 24 CFR 135, and all applicable rules and orders issued hereunder prior to the execution of this Agreement, shall be a condition of the Federal financial assistance provided under this Agreement and binding upon the Grantee, the Subrecipient and any of the Subrecipient's subrecipients and subcontractors, their successors and assigns, to those sanctions specified by the Agreement through which Federal assistance is provided. The Subrecipient certifies and agrees that no contractual or other disability exist which would prevent compliance with these requirements.

The Subrecipient further agrees to comply with these "Section 3" requirements and to include the following language in all subcontracts executed under this Agreement:

"The work to be performed under this contract is a project assisted under a program providing direct Federal financial from HUD and is subject to the requirements of Section 3 of the Housing and Community Development Act of 1968, as amended, 12 U.S.C. 1701. Section 3 requires that to the greatest extent feasible, opportunities for training and employment be given to low-and very low-income residents of the project area and contracts for work in connection with the project be awarded to business concerns that provide economic opportunities for low-and very low-income persons residing in the metropolitan area in which the project is located."

The Subrecipient further agrees to ensure that opportunities for training and employment arising in connection with a housing rehabilitation, housing construction, or public construction project are given to low-and very low-income persons residing within the metropolitan area in which the CDBG funded project is located; and where feasible, priority should be given to low-and very low-income persons within the service area of the project or neighborhood in which the project is located, and to low-and very low-

income participants in other HUD programs; and award contracts for work undertaken in connection to housing rehabilitation, housing construction, or other public construction project are given to business concerns that provide economic opportunities for low- and very low-income persons residing within the metropolitan area in which CDBG funded projects are located; and where feasible, priority should be given to business concerns which provide economic opportunities to low-and very low-income residents within the service area or neighborhood in which projects are located, and to low-and very low-income participants in other HUD programs.

The subrecipient certifies and agrees that no contractual or other legal incapacity exists which would prevent compliance with these requirements.

b. Notifications

The Subrecipient agrees to send to each labor organization or representative of workers with which it has a collective bargaining agreement or other contract or understanding, if any, a notice advising said labor organization or workers' representative of its commitments under this Section 3 clause and shall post copies of the notice in conspicuous places available to employees and applicants for employment or training.

c. Subcontracts

The Subrecipient will include this Section 3 clause in every subcontract and will take appropriate action pursuant to the subcontract upon a finding that the subcontractor is in violation of regulations issued by the grantor agency. The Subrecipient will not subcontract with any entity where it has notice or knowledge that the latter has been found in violation of regulations under 24 CFR 135 and will not let any subcontract unless the entity has first provided it with a preliminary statement of ability to comply with the requirements of these regulations.

D. Conduct

1. Assignability

The Subrecipient shall not assign or transfer any interest in this Agreement without the prior written consent of the Grantee. Notice of any such assignment or transfer shall be furnished promptly to the Grantee.

2. Subcontracts

a. Approvals

The Subrecipient shall not enter into subcontracts with any agency or individual in the performance of this contract without the written consent of the Grantee prior to the execution of such agreement.

b. Monitoring

The Subrecipient will monitor all subcontracted services on a regular basis to assure contract compliance. Results of monitoring efforts shall be summarized in written reports and supported with documented evidence of follow-up actions to correct areas of noncompliance.

c. Content

The sub-recipient shall cause all the provisions of this Agreement in its entirety to be included in and made a part of any subcontract executed in the performance of this Agreement.

d. Selection Process

The Subrecipient shall undertake to ensure that all subcontracts let in the performance of this Agreement shall be awarded on a fair and open competition basis. Executed copies of all subcontracts shall be forwarded to the Grantee along with documentation concerning the selection process.

3. Hatch Act

The Subrecipient agrees that no funds provided, nor personnel employed under this Agreement, shall be in any way to any extent be engaged in the conduct of political activities in violation of Chapter 15 of the Title V of the United States Code.

4. Conflict of Interest

The Subrecipient agrees to abide by the provisions of 24 CFR 570.611 with respect to conflicts of interest and covenants that it presently has no financial interest and shall not acquire any financial interest, direct or indirect, which would conflict in any manner or degree with the performance of services required under this Agreement. The Subrecipient further covenants that in performance of this Agreement; no person having such a financial interest shall be employed or retained by the Subrecipient hereunder. These conflict of interest provisions apply to any person who is an employee, agent, consultant, officer, or elected official or appointed official of the Grantee, or any designated public agencies or subrecipients which are receiving funds under the CDBG Entitlement Program.

5. Lobbying

The Subrecipient hereby certifies that:

- a. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
- b. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form- LLL, "Disclosure form to Report Lobbying," in accordance with its instructions.
- c. It will require that the language of paragraph (d) of this certification be included in award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly; and
- d. Lobbying Certification – Paragraph D
This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000.00 and not more than \$100,000.00 for each such failure.

6. Copyright

If this Agreement results in any copyrightable materials or inventions, the Grantee and/or grantor agency reserves the right to royalty-free, non-exclusive and irrevocable license to reproduce, publish or otherwise use and to authorize others to use, the work for governmental purposes.

7. Religious Organization

The Subrecipient agrees that funds provided under this Agreement will not be utilized for religious activities, to promote religious interest, or for the benefit of a religious organization in accordance with the Federal regulations specified in 24 CFR 570.2000).

XI. Environmental Conditions

A. Air and Water

The Subrecipient agrees to comply with the following requirements in so far as they apply to the performance of this Agreement:

- Clean Air Act, 42 U.S.C., 7401, et seq...
- Federal Water Pollution Control Act, as amended, 33 U.S.C. 1251, et seq., as amended 1318 relating to inspection, monitoring, entry, reports, and information as well as other requirements specified in said Section 114 and Section 308, and all regulations and guidelines issued hereunder;
- Environmental Protection Agency (EPA) regulations pursuant to 40 CFR, Part 50 as amended.

B. Flood Disaster Protection

In accordance with the requirements of the Flood Disaster Protection Act of 1973, the Subrecipient shall assure that for activities located in an area identified by FEMA as having special flood hazards, flood insurance under the National flood Insurance Program is obtained and maintained as a condition of financial assistance for acquisition or construction purposes (including rehabilitation).

C. Lead Based Paint

The Subrecipient agrees that any repair of residential structures with assistance provided under this Agreement shall be subject to HUD Lead- Based Paint Regulations at 24 CFR 570.608, and 24 CFR Part 35. Such regulations pertain to all HUD-assisted housing and require that all owners, prospective owners, and tenants of properties constructed prior to 1978 be properly notified that such properties may include lead-based paint. Such notification shall point out the hazards of lead-based paint and explain the symptoms, treatment and precautions that should be taken when dealing with lead-based paint poisoning and the advisability and availability of blood level screening for children under the age of seven. The notice should also point out that if lead-based paint is found on the property, abatement measures may be undertaken.

D. Historic Preservation

The Subrecipient agrees to comply with the Historic Preservation requirements set forth in the National Historic Preservation Act of 1966, as amended and the procedures set forth in 36 CFR, Part 800, Advisory Council on Historic Preservation Procedures for Protection of Historic Properties, insofar as they apply to the performance of this Agreement.

In general, this requires concurrence from the State Historic Preservation Officer for all rehabilitation and demolition of historic properties that are fifty years old or older or that are included on the Federal, state or local historic property list

XII. Severability

If any provision of this Agreement is held invalid, the remainder of the Agreement shall not be affected hereby and all other parts of this Agreement shall nevertheless be in full force and effect.

IN WITNESS THEREOF,

The City of Hattiesburg and AWARDDEE have caused their signatures to be hereunto affixed and duly attested:

City of Hattiesburg, Mississippi

Starter Homes of Mississippi

By: _____
Toby Barker, Mayor

By: _____
Beth Norris

Date: _____

Date: _____

Attest: _____
Kermas Eaton, City Clerk

Date: _____

Attest: _____

Date: _____



Memorandum

To: Mayor Toby Barker and Members of City Council
From: Wiley Quinn, Code Enforcement Division Manager
cc: Kermas Eaton, City Clerk
Date: Tuesday, September 20, 2022
Re: Approve homeowner agreements for the Emergency Roof Repair Initiative and authorize the Mayor to execute in triplicate. {Entitlement}
File Number: 2022-684
Minute Book #

Summary

Approve homeowner agreements for the Emergency Roof Repair Initiative and authorize the Mayor to execute in triplicate. {Entitlement}

Recommendation Statement

I recommend approval of this item

Please place this on the September 20, 2022 City Council meeting for consideration.



CITY OF HATTIESBURG COMMUNITY DEVELOPMENT
Emergency Repair Roof Initiative Program

Contractor & Owner Agreement

THIS AGREEMENT, made the ____ day of _____, 2022 and between the City of Hattiesburg Community Development Division (COHCDD) Emergency Repair Roof Initiative Program (ERRIP) and Bertha Thomas of 311 Miller Street, hereinafter called Owner, and Starter Homes of Mississippi, with its principal place of business located at 57 Carter Drive, Seminary, Mississippi 39479, hereinafter called the Contractor.

WITNESSETH

1. SCOPE OF WORK

The Contractor shall furnish all labor, materials, tools, supplies, supervision and other services and shall perform all operations necessary and required to satisfactorily complete the work shown on the Work Write-Up and described in the specifications and other Contract Documents prepared for the **311 Miller Street** Project by the Housing Programs Inspector, said work to be preformed on the structure(s)/property located at **311 Miller Street**, Hattiesburg, Mississippi, all in accordance with terms of the Contract Documents.

2. TIME OF COMPLETION

The Owner/COHCDD shall issue a written Notice to Proceed within 5 days from the date of the Owner/COHCDD signing of this Agreement, accepting the Contractor's bid and proposal, providing the Contractor has obtained the necessary permits and related documents (if needed) and has presented them to the Owner/COHCDD. If the Notice to Proceed is not received by the Contractor within this 5-day period, the Contractor may at his option terminate his obligation under this Agreement, provided he has obtained the necessary permits and related documentation within (15) days from the date of the Owner's/COHCDD's signing of this Agreement, the Owner/COHCDD has the option of terminating the Contract for cause. The Contractor shall commence working within ten (10) calendar days, as time is of the essence in the completion of this contract, after issuance of the Notice to Proceed, and it is to be completed within **thirty (30) days** after issuance of the Notice to Proceed. **One hundred dollars (\$100.00) per day, as liquidated damages, will be deducted from the final payment for every day project repair completion exceeds sixty (30) days.** The Owner/COHCDD has the option of terminating the Contract for failure to commence work within the time allowed by the Contract Agreement.

3. COMPENSATION

As full consideration for the satisfactory performance by Contractor of this Contract, the Owner/COHCDD shall pay to the Contractor the sum of fourteen thousand nine hundred seventy-five dollars (\$14,975.00) subject to any written additions or deductions provided and incorporated herein, in accordance with the payment provisions of this Contract.

4. CHANGES IN THE WORK

The Owner/COHCDD without invalidating the Contract may order Changes in Work consisting of additions, deletions, or modifications, the Contract Sum and the Contract Time being adjusted accordingly. All such Changes in the Work shall be authorized by written Change Order signed by the Owner and COHCDD or their duly authorized agent. The Contract Sum and the Contract Time may be changed by a Change Order. The



cost or credit to the Owner/COHCDD from a Change in the Work shall be determined by mutual agreement before executing the Work involved.

5. CORRECTION OF WORK

The Contractor shall correct any work that fails to conform to the requirements of the Contract Documents where such failure to conform appears during the progress of the Work, and shall remedy any defects due to faulty materials, equipment or workmanship which appears within a period of one year from the Date of substantial Completion of the Contract or within such longer period of time as may be prescribed by law or by the terms of any applicable special guarantee required by the Contract Documents. The provisions of this statement apply to Work done by Subcontractors as well as to Work done by direct employees of the Contractor.

6. TERMINATION BY THE OWNER

If the Contractor defaults or neglects to carry out the Work in accordance with the Contract Documents or fails to perform any provisions of the Contract, the Owner/COHCDD may, after seven days written notice to the Contractor and without prejudice to any other remedy they may have, make good such deficiencies and may deduct the cost thereof from the payment then or thereafter due the Contractor. If the Contractor's workmanship is deficient and he fails to remedy such work within a specified time period, the Owner/COHCDD, at their option, may terminate the Contract and take possession of the site and all materials, supplies and equipment incorporated in the work thereon. The Owner/COHCDD may finish the Work by whatever method they may deem expedient. If the unpaid balance of the Contract Sum exceeds the expenses of finishing the Work, such excess shall be paid to the Contractor for approved work completed, but if such expense exceeds such unpaid balance, the Contractor shall pay the difference to the Owner/COHCDD.

7. PAYMENTS/DRAWS

Payments may be withheld on account of (1) defective Work not remedied, (2) claims filed, (3) failure of the Contractor to make payments properly to Subcontractors or for labor, materials or equipment, (4) damage to another contractor or (5) unsatisfactory prosecution of the Work of the Contractor.

Final payment shall not be due until the Contractor has delivered to the Owner/CHOCDD filed lien waivers/releases, indemnifying them against any lien.

The making of final payment shall constitute a waiver of all claims by the Owner/COHCDD except those arising from (1) unsettled liens, (2) faulty or defective Work appearing after Substantial Completion, (3) failure of Work to comply with the Requirements of the Contract Documents or (4) terms of any special guarantees required by the Contract Documents. The acceptance of the final payment shall constitute a waiver of all claims by the Contractor except those preciously made in writing and still unsettled.

1. _____
2. _____
3. _____
4. _____
5. _____



8. ACCEPTANCE AND FINAL PAYMENT

Final payment shall be due thirty (30) days after completion and acceptance of the work, provided the Contract has been satisfactorily performed, subject to the provision of the General Conditions of the Contract.

9. DEED RESTRICTION

There will be deed restriction attached to **311 Miller** for three (3) years. Homeowner agrees to occupy the rehabilitated home for three (3) years after rehabilitation activities are completed. The homeowner agrees to pay the prorated grant amount and legal fees associated with securing repayment to the City of Hattiesburg in the event the property is sold, transferred or disposed of prior to the expiration of the three (3) year affordability period. **Homeowner acknowledges and agrees that this contract shall be binding on his/hers/their heirs, executors and assigns.**

10. ASSIGNMENT OF CONTRACT

This agreement may not be assigned to any Contractor or Agent of Contractor. IN WITNESS WHEREOF, the parties hereto executed this Agreement the ____ day of _____, 2022.

Bertha Thomas _____ Date _____

Homeowner Date _____

City of Hattiesburg, Mississippi

Contractor

By: _____
Toby Barker, Mayor

By: _____

Date: September 20, 2022

Date: _____

Attest: _____
Kermas Eaton, City Clerk

Attest: _____

CITY OF HATTIESBURG EMERGENCY REPAIR PROGRAM (10K+)
Emergency Repair Roof Initiative
GRANT AWARD AGREEMENT

General Terms and Conditions

1. ____ I certify that I currently live in and own the home for which I am accepting repair assistance.
2. ____ I agree to remain in Hattiesburg during the course of the repairs being performed and to make my home accessible between the hours of 7:00 a.m. and 5:00 p.m., Monday through Friday, unless otherwise arranged.
3. ____ I understand that I am responsible for packing and storage of jewelry, family heirlooms, food, cleaning and other chemicals, lawn equipment, and toiletries for the duration of the repair work as necessary.
4. ____ I understand that the discovery of illegal activities or the use of verbal or physical threats of harm towards City employees, the contractor or his workers will result in an immediate termination of all repair activities.
5. ____ I agree that the City has irrevocable rights and permission to use my name and to use, reproduce, exhibit, copyright and publish photographic images and/or videotaped images of me and/or my home for advertising, trade and/or any other lawful purpose.
6. ____ I certify that I am not an employee of the City of Hattiesburg, nor do I have an immediate family member who is an elected official of the City of Hattiesburg nor an employee who is responsible for the administration, management and oversight of the program (Community Development Division Staff).
7. ____ I hereby agree to occupy the home to be rehabilitated for a period of not less than **three (3)** years after completion of the repairs funded under in the Emergency Roof Repair Initiative Program. (**Homeowner acknowledges and agrees that this agreement shall be binding on his/hers/their heirs, executors and assigns.**)
8. ____ I agree to repay the prorated grant amount and legal fees associated with securing repayment to the City should I sale, transfer or dispose of the property prior to the expiration of the **three (3)** year affordability period.
9. ____ I understand that I cannot apply for another Housing Rehabilitation or Housing Repair Grant within the **three (3)** year affordability period.
10. ____ I hereby agree to maintain flood insurance, when applicable.
11. ____ I hereby agree to maintain all county and city property taxes as they come due during the affordability period.
12. ____ I hereby agree that the completion of the repairs for which these grant funds are awarded shall constitute a complete work agreement and I will sign all the necessary paperwork to allow for payment to the contractor.
13. ____ I authorize the city to proceed with preliminary testing, requests for bids, and other required steps necessary in order to proceed with a project, and further understand that costs related to the same shall be added to the total cost of the project under this grant award.

By my signature below I, **Bertha Thomas of 311 Miller Street**, agree to all the terms of this grant and understand that failure to abide by any of the terms will result in forfeiture of my grant and/or repayment of expended grant funds this the ____ day of _____, 2022.

Homeowner's Signature

Spouse's Signature

GRANT AWARD

The Homeowner(s), **Bertha Thomas of 311 Miller Street**, is hereby awarded a Housing Rehabilitation Award for costs associated with the repair or rehabilitation of **311 Miller Street**. The amount of the award shall be the actual cumulative cost of all related preparation and work, including but not limited to: preliminary environmental testing, required abatement work, construction costs, any required legal filing fees, any change orders/discovery repairs and any approved voluntary temporary relocation assistance. General construction/rehabilitation/repair costs are not to exceed \$15,000, excluding change orders/discovery repairs necessary to meet building codes and program standards according to the Emergency Repair Roof Initiative Program.

City of Hattiesburg, Mississippi

By: _____
Toby Barker, Mayor

Date: September 20, 2022

Attest: _____
Kermas Eaton, City Clerk



CITY OF HATTIESBURG COMMUNITY DEVELOPMENT
Emergency Repair Roof Initiative Program

Contractor & Owner Agreement

THIS AGREEMENT, made the ____ day of _____, 2022 and between the City of Hattiesburg Community Development Division (COHCDD) Emergency Repair Roof Initiative Program (ERRIP) and Lucille Carter of 313 Tatum Road, hereinafter called Owner, and Starter Homes of Mississippi, with its principal place of business located at 57 Carter Drive, Seminary, Mississippi 39479, hereinafter called the Contractor.

WITNESSETH

1. SCOPE OF WORK

The Contractor shall furnish all labor, materials, tools, supplies, supervision and other services and shall perform all operations necessary and required to satisfactorily complete the work shown on the Work Write-Up and described in the specifications and other Contract Documents prepared for the **313 Tatum Road** Project by the Housing Programs Inspector, said work to be performed on the structure(s)/property located at **313 Tatum Road**, Hattiesburg, Mississippi, all in accordance with terms of the Contract Documents.

2. TIME OF COMPLETION

The Owner/COHCDD shall issue a written Notice to Proceed within 5 days from the date of the Owner/COHCDD signing of this Agreement, accepting the Contractor's bid and proposal, providing the Contractor has obtained the necessary permits and related documents (if needed) and has presented them to the Owner/COHCDD. If the Notice to Proceed is not received by the Contractor within this 5-day period, the Contractor may at his option terminate his obligation under this Agreement, provided he has obtained the necessary permits and related documentation within (15) days from the date of the Owner's/COHCDD's signing of this Agreement, the Owner/COHCDD has the option of terminating the Contract for cause. The Contractor shall commence working within ten (10) calendar days, as time is of the essence in the completion of this contract, after issuance of the Notice to Proceed, and it is to be completed within **thirty (30) days** after issuance of the Notice to Proceed. **One hundred dollars (\$100.00) per day, as liquidated damages, will be deducted from the final payment for every day project repair completion exceeds sixty (30) days.** The Owner/COHCDD has the option of terminating the Contract for failure to commence work within the time allowed by the Contract Agreement.

3. COMPENSATION

As full consideration for the satisfactory performance by Contractor of this Contract, the Owner/COHCDD shall pay to the Contractor the sum of _____ (\$_____) subject to any written additions or deductions provided and incorporated herein, in accordance with the payment provisions of this Contract.

4. CHANGES IN THE WORK

The Owner/COHCDD without invalidating the Contract may order Changes in Work consisting of additions, deletions, or modifications, the Contract Sum and the Contract Time being adjusted accordingly. All such Changes in the Work shall be authorized by written Change Order signed by the Owner and COHCDD or their duly authorized agent. The Contract Sum and the Contract Time may be changed by a Change Order. The



cost or credit to the Owner/COHCDD from a Change in the Work shall be determined by mutual agreement before executing the Work involved.

5. CORRECTION OF WORK

The Contractor shall correct any work that fails to conform to the requirements of the Contract Documents where such failure to conform appears during the progress of the Work, and shall remedy any defects due to faulty materials, equipment or workmanship which appears within a period of one year from the Date of substantial Completion of the Contract or within such longer period of time as may be prescribed by law or by the terms of any applicable special guarantee required by the Contract Documents. The provisions of this statement apply to Work done by Subcontractors as well as to Work done by direct employees of the Contractor.

6. TERMINATION BY THE OWNER

If the Contractor defaults or neglects to carry out the Work in accordance with the Contract Documents or fails to perform any provisions of the Contract, the Owner/COHCDD may, after seven days written notice to the Contractor and without prejudice to any other remedy they may have, make good such deficiencies and may deduct the cost thereof from the payment then or thereafter due the Contractor. If the Contractor's workmanship is deficient and he fails to remedy such work within a specified time period, the Owner/COHCDD, at their option, may terminate the Contract and take possession of the site and all materials, supplies and equipment incorporated in the work thereon. The Owner/COHCDD may finish the Work by whatever method they may deem expedient. If the unpaid balance of the Contract Sum exceeds the expenses of finishing the Work, such excess shall be paid to the Contractor for approved work completed, but if such expense exceeds such unpaid balance, the Contractor shall pay the difference to the Owner/COHCDD.

7. PAYMENTS/DRAWS

Payments may be withheld on account of (1) defective Work not remedied, (2) claims filed, (3) failure of the Contractor to make payments properly to Subcontractors or for labor, materials or equipment, (4) damage to another contractor or (5) unsatisfactory prosecution of the Work of the Contractor.

Final payment shall not be due until the Contractor has delivered to the Owner/CHOCDD filed lien waivers/releases, indemnifying them against any lien.

The making of final payment shall constitute a waiver of all claims by the Owner/COHCDD except those arising from (1) unsettled liens, (2) faulty or defective Work appearing after Substantial Completion, (3) failure of Work to comply with the Requirements of the Contract Documents or (4) terms of any special guarantees required by the Contract Documents. The acceptance of the final payment shall constitute a waiver of all claims by the Contractor except those previously made in writing and still unsettled.

1. _____
2. _____
3. _____
4. _____
5. _____



8. ACCEPTANCE AND FINAL PAYMENT

Final payment shall be due thirty (30) days after completion and acceptance of the work, provided the Contract has been satisfactorily performed, subject to the provision of the General Conditions of the Contract.

9. DEED RESTRICTION

There will be deed restriction attached to **313 Tatum Road** for three (3) years. Homeowner agrees to occupy the rehabilitated home for three (3) years after rehabilitation activities are completed. The homeowner agrees to pay the prorated grant amount and legal fees associated with securing repayment to the City of Hattiesburg in the event the property is sold, transferred or disposed of prior to the expiration of the three (3) year affordability period. **Homeowner acknowledges and agrees that this contract shall be binding on his/hers/their heirs, executors and assigns.**

10. ASSIGNMENT OF CONTRACT

This agreement may not be assigned to any Contractor or Agent of Contractor. IN WITNESS WHEREOF, the parties hereto executed this Agreement the ____ day of _____, 2022.

Lucille Carter	_____	_____	_____
	Date	Homeowner	Date

City of Hattiesburg, Mississippi

Contractor

By: _____
Toby Barker, Mayor

By: _____

Date: September 20, 2022

Date: _____

Attest: _____
Kermas Eaton, City Clerk

Attest: _____

CITY OF HATTIESBURG EMERGENCY REPAIR PROGRAM (10K+)

Emergency Repair Roof Initiative GRANT AWARD AGREEMENT

General Terms and Conditions

1. _____ I certify that I currently live in and own the home for which I am accepting repair assistance.
2. _____ I agree to remain in Hattiesburg during the course of the repairs being performed and to make my home accessible between the hours of 7:00 a.m. and 5:00 p.m., Monday through Friday, unless otherwise arranged.
3. _____ I understand that I am responsible for packing and storage of jewelry, family heirlooms, food, cleaning and other chemicals, lawn equipment, and toiletries for the duration of the repair work as necessary.
4. _____ I understand that the discovery of illegal activities or the use of verbal or physical threats of harm towards City employees, the contractor or his workers will result in an immediate termination of all repair activities.
5. _____ I agree that the City has irrevocable rights and permission to use my name and to use, reproduce, exhibit, copyright and publish photographic images and/or videotaped images of me and/or my home for advertising, trade and/or any other lawful purpose.
6. _____ I certify that I am not an employee of the City of Hattiesburg, nor do I have an immediate family member who is an elected official of the City of Hattiesburg nor an employee who is responsible for the administration, management and oversight of the program (Community Development Division Staff).
7. _____ I hereby agree to occupy the home to be rehabilitated for a period of not less than **three (3)** years after completion of the repairs funded under in the Emergency Roof Repair Initiative Program. **(Homeowner acknowledges and agrees that this agreement shall be binding on his/hers/their heirs, executors and assigns.)**
8. _____ I agree to repay the prorated grant amount and legal fees associated with securing repayment to the City should I sale, transfer or dispose of the property prior to the expiration of the **three (3)** year affordability period.
9. _____ I understand that I cannot apply for another Housing Rehabilitation or Housing Repair Grant within the **three (3)** year affordability period.
10. _____ I hereby agree to maintain flood insurance, when applicable.
11. _____ I hereby agree to maintain all county and city property taxes as they come due during the affordability period.
12. _____ I hereby agree that the completion of the repairs for which these grant funds are awarded shall constitute a complete work agreement and I will sign all the necessary paperwork to allow for payment to the contractor.
13. _____ I authorize the city to proceed with preliminary testing, requests for bids, and other required steps necessary in order to proceed with a project, and further understand that costs related to the same shall be added to the total cost of the project under this grant award.

By my signature below I, Lucille Carter of 313 Tatum Road, agree to all the terms of this grant and understand that failure to abide by any of the terms will result in forfeiture of my grant and/or repayment of expended grant funds this the _____ day of _____, 2022.

Homeowner's Signature

Spouse's Signature

GRANT AWARD

The Homeowner(s), **Lucille Carter of 313 Tatum Road**, is hereby awarded a Housing Rehabilitation Award for costs associated with the repair or rehabilitation of **313 Tatum Road**. The amount of the award shall be the actual cumulative cost of all related preparation and work, including but not limited to: preliminary environmental testing, required abatement work, construction costs, any required legal filing fees, any change orders/discovery repairs and any approved voluntary temporary relocation assistance. General construction/rehabilitation/repair costs are not to exceed \$15,000, excluding change orders/discovery repairs necessary to meet building codes and program standards according to the Emergency Repair Roof Initiative Program.

City of Hattiesburg, Mississippi

By: _____
Toby Barker, Mayor

Date: September 20, 2022

Attest: _____
Kermas Eaton, City Clerk



CITY OF HATTIESBURG COMMUNITY DEVELOPMENT
Emergency Repair Roof Initiative Program

Contractor & Owner Agreement

THIS AGREEMENT, made the ____ day of _____, 2022 and between the City of Hattiesburg Community Development Division (COHCDD) Emergency Repair Roof Initiative Program (ERRIP) and Dessie Lee of 112 Scotland Circle, hereinafter called Owner, and Starter Homes of Mississippi, with its principal place of business located at 57 Carter Drive, Seminary, Mississippi 39479, hereinafter called the Contractor.

WITNESSETH

1. SCOPE OF WORK

The Contractor shall furnish all labor, materials, tools, supplies, supervision and other services and shall perform all operations necessary and required to satisfactorily complete the work shown on the Work Write-Up and described in the specifications and other Contract Documents prepared for the **112 Scotland Circle** Project by the Housing Programs Inspector, said work to be performed on the structure(s)/property located at **112 Scotland Circle**, Hattiesburg, Mississippi, all in accordance with terms of the Contract Documents.

2. TIME OF COMPLETION

The Owner/COHCDD shall issue a written Notice to Proceed within 5 days from the date of the Owner/COHCDD signing of this Agreement, accepting the Contractor's bid and proposal, providing the Contractor has obtained the necessary permits and related documents (if needed) and has presented them to the Owner/COHCDD. If the Notice to Proceed is not received by the Contractor within this 5-day period, the Contractor may at his option terminate his obligation under this Agreement, provided he has obtained the necessary permits and related documentation within (15) days from the date of the Owner's/COHCDD's signing of this Agreement, the Owner/COHCDD has the option of terminating the Contract for cause.

The Contractor shall commence working within ten (10) calendar days, as time is of the essence in the completion of this contract, after issuance of the Notice to Proceed, and it is to be completed within **thirty (30) days** after issuance of the Notice to Proceed. **One hundred dollars (\$100.00) per day, as liquidated damages, will be deducted from the final payment for every day project repair completion exceeds sixty (30) days.** The Owner/COHCDD has the option of terminating the Contract for failure to commence work within the time allowed by the Contract Agreement.

3. COMPENSATION

As full consideration for the satisfactory performance by Contractor of this Contract, the

Owner/COHCDD shall pay to the Contractor the sum of _____
(\$, .) subject to any written additions or deductions provided and incorporated herein, in accordance with the payment provisions of this Contract.

4. CHANGES IN THE WORK

The Owner/COHCDD without invalidating the Contract may order Changes in Work consisting of additions, deletions, or modifications, the Contract Sum and the Contract Time being adjusted accordingly. All such Changes in the Work shall be authorized by written Change Order signed by the Owner and COHCDD or their duly authorized agent. The Contract Sum and the Contract Time may be changed by a Change Order. The



cost or credit to the Owner/COHCDD from a Change in the Work shall be determined by mutual agreement before executing the Work involved.

5. CORRECTION OF WORK

The Contractor shall correct any work that fails to conform to the requirements of the Contract Documents where such failure to conform appears during the progress of the Work, and shall remedy any defects due to faulty materials, equipment or workmanship which appears within a period of one year from the Date of substantial Completion of the Contract or within such longer period of time as may be prescribed by law or by the terms of any applicable special guarantee required by the Contract Documents. The provisions of this statement apply to Work done by Subcontractors as well as to Work done by direct employees of the Contractor.

6. TERMINATION BY THE OWNER

If the Contractor defaults or neglects to carry out the Work in accordance with the Contract Documents or fails to perform any provisions of the Contract, the Owner/COHCDD may, after seven days written notice to the Contractor and without prejudice to any other remedy they may have, make good such deficiencies and may deduct the cost thereof from the payment then or thereafter due the Contractor. If the Contractor's workmanship is deficient and he fails to remedy such work within a specified time period, the Owner/COHCDD, at their option, may terminate the Contract and take possession of the site and all materials, supplies and equipment incorporated in the work thereon. The Owner/COHCDD may finish the Work by whatever method they may deem expedient. If the unpaid balance of the Contract Sum exceeds the expenses of finishing the Work, such excess shall be paid to the Contractor for approved work completed, but if such expense exceeds such unpaid balance, the Contractor shall pay the difference to the Owner/COHCDD.

7. PAYMENTS/DRAWS

Payments may be withheld on account of (1) defective Work not remedied, (2) claims filed, (3) failure of the Contractor to make payments properly to Subcontractors or for labor, materials or equipment, (4) damage to another contractor or (5) unsatisfactory prosecution of the Work of the Contractor.

Final payment shall not be due until the Contractor has delivered to the Owner/CHOCDD filed lien waivers/releases, indemnifying them against any lien.

The making of final payment shall constitute a waiver of all claims by the Owner/COHCDD except those arising from (1) unsettled liens, (2) faulty or defective Work appearing after Substantial Completion, (3) failure of Work to comply with the Requirements of the Contract Documents or (4) terms of any special guarantees required by the Contract Documents. The acceptance of the final payment shall constitute a waiver of all claims by the Contractor except those previously made in writing and still unsettled.

1. _____
2. _____
3. _____
4. _____
5. _____



8. ACCEPTANCE AND FINAL PAYMENT

Final payment shall be due thirty (30) days after completion and acceptance of the work, provided the Contract has been satisfactorily performed, subject to the provision of the General Conditions of the Contract.

9. DEED RESTRICTION

There will be deed restriction attached to **112 Scotland Circle** for three (3) years. Homeowner agrees to occupy the rehabilitated home for three (3) years after rehabilitation activities are completed. The homeowner agrees to pay the prorated grant amount and legal fees associated with securing repayment to the City of Hattiesburg in the event the property is sold, transferred or disposed of prior to the expiration of the three (3) year affordability period. **Homeowner acknowledges and agrees that this contract shall be binding on his/hers/their heirs, executors and assigns.**

10. ASSIGNMENT OF CONTRACT

This agreement may not be assigned to any Contractor or Agent of Contractor. IN WITNESS WHEREOF, the parties hereto executed this Agreement the ____ day of _____, 2022.

_____ Dessie Lee	_____ Date	_____ Homeowner	_____ Date
---------------------	---------------	--------------------	---------------

City of Hattiesburg, Mississippi

Contractor

By: _____
Toby Barker, Mayor

By: _____

Date: September 20, 2022

Date: _____

Attest: _____
Kermas Eaton, City Clerk

Attest: _____

CITY OF HATTIESBURG EMERGENCY REPAIR PROGRAM (10K+)
Emergency Repair Roof Initiative
GRANT AWARD AGREEMENT

General Terms and Conditions

1. _____ I certify that I currently live in and own the home for which I am accepting repair assistance.
2. _____ I agree to remain in Hattiesburg during the course of the repairs being performed and to make my home accessible between the hours of 7:00 a.m. and 5:00 p.m., Monday through Friday, unless otherwise arranged.
3. _____ I understand that I am responsible for packing and storage of jewelry, family heirlooms, food, cleaning and other chemicals, lawn equipment, and toiletries for the duration of the repair work as necessary.
4. _____ I understand that the discovery of illegal activities or the use of verbal or physical threats of harm towards City employees, the contractor or his workers will result in an immediate termination of all repair activities.
5. _____ I agree that the City has irrevocable rights and permission to use my name and to use, reproduce, exhibit, copyright and publish photographic images and/or videotaped images of me and/or my home for advertising, trade and/or any other lawful purpose.
6. _____ I certify that I am not an employee of the City of Hattiesburg, nor do I have an immediate family member who is an elected official of the City of Hattiesburg nor an employee who is responsible for the administration, management and oversight of the program (Community Development Division Staff).
7. _____ I hereby agree to occupy the home to be rehabilitated for a period of not less than **three (3)** years after completion of the repairs funded under in the Emergency Roof Repair Initiative Program. **(Homeowner acknowledges and agrees that this agreement shall be binding on his/hers/their heirs, executors and assigns.)**
8. _____ I agree to repay the prorated grant amount and legal fees associated with securing repayment to the City should I sale, transfer or dispose of the property prior to the expiration of the **three (3)** year affordability period.
9. _____ I understand that I cannot apply for another Housing Rehabilitation or Housing Repair Grant within the **three (3)** year affordability period.
10. _____ I hereby agree to maintain flood insurance, when applicable.
11. _____ I hereby agree to maintain all county and city property taxes as they come due during the affordability period.
12. _____ I hereby agree that the completion of the repairs for which these grant funds are awarded shall constitute a complete work agreement and I will sign all the necessary paperwork to allow for payment to the contractor.
13. _____ I authorize the city to proceed with preliminary testing, requests for bids, and other required steps necessary in order to proceed with a project, and further understand that costs related to the same shall be added to the total cost of the project under this grant award.

By my signature below I, **Dessie Lee of 112 Scotland Circle**, agree to all the terms of this grant and understand that failure to abide by any of the terms will result in forfeiture of my grant and/or repayment of expended grant funds this the _____ day of _____, 2022.

Homeowner's Signature

Spouse's Signature

GRANT AWARD

The Homeowner(s), **Dessie Lee of 112 Scotland Circle**, is hereby awarded a Housing Rehabilitation Award for costs associated with the repair or rehabilitation of **112 Scotland Circle**. The amount of the award shall be the actual cumulative cost of all related preparation and work, including but not limited to: preliminary environmental testing, required abatement work, construction costs, any required legal filing fees, any change orders/discovery repairs and any approved voluntary temporary relocation assistance. General construction/rehabilitation/repair costs are not to exceed \$15,000, excluding change orders/discovery repairs necessary to meet building codes and program standards according to the Emergency Repair Roof Initiative Program.

City of Hattiesburg, Mississippi

By: _____
Toby Barker, Mayor

Date: September 20, 2022

Attest: _____
Kermas Eaton, City Clerk



CITY OF HATTIESBURG COMMUNITY DEVELOPMENT
Emergency Repair Roof Initiative Program

Contractor & Owner Agreement

THIS AGREEMENT, made the ____ day of _____, 2022 and between the City of Hattiesburg Community Development Division (COHCDD) Emergency Repair Roof Initiative Program (ERRIP) and Brunetta McCullum of 607 Cypress Avenue, hereinafter called Owner, and Starter Homes of Mississippi, with its principal place of business located at 57 Carter Drive, Seminary, Mississippi 39479, hereinafter called the Contractor.

WITNESSETH

1. SCOPE OF WORK

The Contractor shall furnish all labor, materials, tools, supplies, supervision and other services and shall perform all operations necessary and required to satisfactorily complete the work shown on the Work Write-Up and described in the specifications and other Contract Documents prepared for the **607 Cypress Avenue** Project by the Housing Programs Inspector, said work to be performed on the structure(s)/property located at **607 Cypress Avenue**, Hattiesburg, Mississippi, all in accordance with terms of the Contract Documents.

2. TIME OF COMPLETION

The Owner/COHCDD shall issue a written Notice to Proceed within 5 days from the date of the Owner/COHCDD signing of this Agreement, accepting the Contractor's bid and proposal, providing the Contractor has obtained the necessary permits and related documents (if needed) and has presented them to the Owner/COHCDD. If the Notice to Proceed is not received by the Contractor within this 5-day period, the Contractor may at his option terminate his obligation under this Agreement, provided he has obtained the necessary permits and related documentation within (15) days from the date of the Owner's/COHCDD's signing of this Agreement, the Owner/COHCDD has the option of terminating the Contract for cause. The Contractor shall commence working within ten (10) calendar days, as time is of the essence in the completion of this contract, after issuance of the Notice to Proceed, and it is to be completed within **thirty (30) days** after issuance of the Notice to Proceed. **One hundred dollars (\$100.00) per day, as liquidated damages, will be deducted from the final payment for every day project repair completion exceeds sixty (30) days.** The Owner/COHCDD has the option of terminating the Contract for failure to commence work within the time allowed by the Contract Agreement.

3. COMPENSATION

As full consideration for the satisfactory performance by Contractor of this Contract, the Owner/COHCDD shall pay to the Contractor the sum of _____
(\$_____.) subject to any written additions or deductions provided and incorporated herein, in accordance with the payment provisions of this Contract.

4. CHANGES IN THE WORK

The Owner/COHCDD without invalidating the Contract may order Changes in Work consisting of additions, deletions, or modifications, the Contract Sum and the Contract Time being adjusted accordingly. All such Changes in the Work shall be authorized by written Change Order signed by the Owner and COHCDD or their duly authorized agent. The Contract Sum and the Contract Time may be changed by a Change Order. The



cost or credit to the Owner/COHCDD from a Change in the Work shall be determined by mutual agreement before executing the Work involved.

5. CORRECTION OF WORK

The Contractor shall correct any work that fails to conform to the requirements of the Contract Documents where such failure to conform appears during the progress of the Work, and shall remedy any defects due to faulty materials, equipment or workmanship which appears within a period of one year from the Date of substantial Completion of the Contract or within such longer period of time as may be prescribed by law or by the terms of any applicable special guarantee required by the Contract Documents. The provisions of this statement apply to Work done by Subcontractors as well as to Work done by direct employees of the Contractor.

6. TERMINATION BY THE OWNER

If the Contractor defaults or neglects to carry out the Work in accordance with the Contract Documents or fails to perform any provisions of the Contract, the Owner/COHCDD may, after seven days written notice to the Contractor and without prejudice to any other remedy they may have, make good such deficiencies and may deduct the cost thereof from the payment then or thereafter due the Contractor. If the Contractor's workmanship is deficient and he fails to remedy such work within a specified time period, the Owner/COHCDD, at their option, may terminate the Contract and take possession of the site and all materials, supplies and equipment incorporated in the work thereon. The Owner/COHCDD may finish the Work by whatever method they may deem expedient. If the unpaid balance of the Contract Sum exceeds the expenses of finishing the Work, such excess shall be paid to the Contractor for approved work completed, but if such expense exceeds such unpaid balance, the Contractor shall pay the difference to the Owner/COHCDD.

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Payments may be withheld on account of (1) defective Work not remedied, (2) claims filed, (3) failure of the Contractor to make payments properly to Subcontractors or for labor, materials or equipment, (4) damage to another contractor or (5) unsatisfactory prosecution of the Work of the Contractor.

Final payment shall not be due until the Contractor has delivered to the Owner/CHOCDD filed lien waivers/releases, indemnifying them against any lien.

The making of final payment shall constitute a waiver of all claims by the Owner/COHCDD except those arising from (1) unsettled liens, (2) faulty or defective Work appearing after Substantial Completion, (3) failure of Work to comply with the Requirements of the Contract Documents or (4) terms of any special guarantees required by the Contract Documents. The acceptance of the final payment shall constitute a waiver of all claims by the Contractor except those previously made in writing and still unsettled.

1. _____
2. _____
3. _____
4. _____
5. _____



8. ACCEPTANCE AND FINAL PAYMENT

Final payment shall be due thirty (30) days after completion and acceptance of the work, provided the Contract has been satisfactorily performed, subject to the provision of the General Conditions of the Contract.

9. DEED RESTRICTION

There will be deed restriction attached to **607 Cypress Avenue** for three (3) years. Homeowner agrees to occupy the rehabilitated home for three (3) years after rehabilitation activities are completed. The homeowner agrees to pay the prorated grant amount and legal fees associated with securing repayment to the City of Hattiesburg in the event the property is sold, transferred or disposed of prior to the expiration of the three (3) year affordability period. **Homeowner acknowledges and agrees that this contract shall be binding on his/hers/their heirs, executors and assigns.**

10. ASSIGNMENT OF CONTRACT

This agreement may not be assigned to any Contractor or Agent of Contractor. IN WITNESS WHEREOF, the parties hereto executed this Agreement the ____ day of _____, 2022.

Brunetta McCullum	_____	Date	_____	Homeowner	_____	Date	_____
-------------------	-------	------	-------	-----------	-------	------	-------

City of Hattiesburg, Mississippi

Contractor

By: _____
Toby Barker, Mayor

By: _____

Date: September 20, 2022

Date: _____

Attest: _____
Kermas Eaton, City Clerk

Attest: _____

CITY OF HATTIESBURG EMERGENCY REPAIR PROGRAM (10K+)
Emergency Repair Roof Initiative
GRANT AWARD AGREEMENT

General Terms and Conditions

1. ____ I certify that I currently live in and own the home for which I am accepting repair assistance.
2. ____ I agree to remain in Hattiesburg during the course of the repairs being performed and to make my home accessible between the hours of 7:00 a.m. and 5:00 p.m., Monday through Friday, unless otherwise arranged.
3. ____ I understand that I am responsible for packing and storage of jewelry, family heirlooms, food, cleaning and other chemicals, lawn equipment, and toiletries for the duration of the repair work as necessary.
4. ____ I understand that the discovery of illegal activities or the use of verbal or physical threats of harm towards City employees, the contractor or his workers will result in an immediate termination of all repair activities.
5. ____ I agree that the City has irrevocable rights and permission to use my name and to use, reproduce, exhibit, copyright and publish photographic images and/or videotaped images of me and/or my home for advertising, trade and/or any other lawful purpose.
6. ____ I certify that I am not an employee of the City of Hattiesburg, nor do I have an immediate family member who is an elected official of the City of Hattiesburg nor an employee who is responsible for the administration, management and oversight of the program (Community Development Division Staff).
7. ____ I hereby agree to occupy the home to be rehabilitated for a period of not less than **three (3)** years after completion of the repairs funded under in the Emergency Roof Repair Initiative Program. **(Homeowner acknowledges and agrees that this agreement shall be binding on his/hers/their heirs, executors and assigns.)**
8. ____ I agree to repay the prorated grant amount and legal fees associated with securing repayment to the City should I sale, transfer or dispose of the property prior to the expiration of the **three (3)** year affordability period.
9. ____ I understand that I cannot apply for another Housing Rehabilitation or Housing Repair Grant within the **three (3)** year affordability period.
10. ____ I hereby agree to maintain flood insurance, when applicable.
11. ____ I hereby agree to maintain all county and city property taxes as they come due during the affordability period.
12. ____ I hereby agree that the completion of the repairs for which these grant funds are awarded shall constitute a complete work agreement and I will sign all the necessary paperwork to allow for payment to the contractor.
13. ____ I authorize the city to proceed with preliminary testing, requests for bids, and other required steps necessary in order to proceed with a project, and further understand that costs related to the same shall be added to the total cost of the project under this grant award.

By my signature below I, **Brunetta McCullum of 607 Cypress Avenue**, agree to all the terms of this grant and understand that failure to abide by any of the terms will result in forfeiture of my grant and/or repayment of expended grant funds this the ____ day of ____ 2022.

Homeowner's Signature

Spouse's Signature

GRANT AWARD

The Homeowner(s), **Brunetta McCullum of 607 Cypress Avenue**, is hereby awarded a Housing Rehabilitation Award for costs associated with the repair or rehabilitation of **607 Cypress Avenue**. The amount of the award shall be the actual cumulative cost of all related preparation and work, including but not limited to: preliminary environmental testing, required abatement work, construction costs, any required legal filing fees, any change orders/discovery repairs and any approved voluntary temporary relocation assistance. General construction/rehabilitation/repair costs are not to exceed \$15,000, excluding change orders/discovery repairs necessary to meet building codes and program standards according to the Emergency Repair Roof Initiative Program.

City of Hattiesburg, Mississippi

By: _____
Toby Barker, Mayor

Date: September 20, 2022

Attest: _____
Kermas Eaton, City Clerk



CITY OF HATTIESBURG COMMUNITY DEVELOPMENT
Emergency Repair Roof Initiative Program

Contractor & Owner Agreement

THIS AGREEMENT, made the ____ day of _____, 2022 and between the City of Hattiesburg Community Development Division (COHCDD) Emergency Repair Roof Initiative Program (ERRIP) and Ethel Brown of 1218 Deason Avenue, hereinafter called Owner, and Starter Homes of Mississippi, with its principal place of business located at 57 Carter Drive, Seminary, Mississippi 39479, hereinafter called the Contractor.

WITNESSETH

1. SCOPE OF WORK

The Contractor shall furnish all labor, materials, tools, supplies, supervision and other services and shall perform all operations necessary and required to satisfactorily complete the work shown on the Work Write-Up and described in the specifications and other Contract Documents prepared for the **1218 Deason Avenue** Project by the Housing Programs Inspector, said work to be performed on the structure(s)/property located at **1218 Deason Avenue**, Hattiesburg, Mississippi, all in accordance with terms of the Contract Documents.

2. TIME OF COMPLETION

The Owner/COHCDD shall issue a written Notice to Proceed within 5 days from the date of the Owner/COHCDD signing of this Agreement, accepting the Contractor's bid and proposal, providing the Contractor has obtained the necessary permits and related documents (if needed) and has presented them to the Owner/COHCDD. If the Notice to Proceed is not received by the Contractor within this 5-day period, the Contractor may at his option terminate his obligation under this Agreement, provided he has obtained the necessary permits and related documentation within (15) days from the date of the Owner's/COHCDD's signing of this Agreement, the Owner/COHCDD has the option of terminating the Contract for cause.

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8. ACCEPTANCE AND FINAL PAYMENT

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9. DEED RESTRICTION

There will be deed restriction attached to **1218 Deason Avenue** for three (3) years. Homeowner agrees to occupy the rehabilitated home for three (3) years after rehabilitation activities are completed. The homeowner agrees to pay the prorated grant amount and legal fees associated with securing repayment to the City of Hattiesburg in the event the property is sold, transferred or disposed of prior to the expiration of the three (3) year affordability period. **Homeowner acknowledges and agrees that this contract shall be binding on his/hers/their heirs, executors and assigns.**

10. ASSIGNMENT OF CONTRACT

This agreement may not be assigned to any Contractor or Agent of Contractor. IN WITNESS WHEREOF, the parties hereto executed this Agreement the ____ day of _____, 2022.

Ethel Brown	_____	Homeowner	_____
	Date		Date

City of Hattiesburg, Mississippi

Contractor

By: _____
Toby Barker, Mayor

By: _____

Date: September 20, 2022

Date: _____

Attest: _____
Kermas Eaton, City Clerk

Attest: _____

CITY OF HATTIESBURG EMERGENCY REPAIR PROGRAM (10K+)
Emergency Repair Roof Initiative
GRANT AWARD AGREEMENT

General Terms and Conditions

1. ____ I certify that I currently live in and own the home for which I am accepting repair assistance.
2. ____ I agree to remain in Hattiesburg during the course of the repairs being performed and to make my home accessible between the hours of 7:00 a.m. and 5:00 p.m., Monday through Friday, unless otherwise arranged.
3. ____ I understand that I am responsible for packing and storage of jewelry, family heirlooms, food, cleaning and other chemicals, lawn equipment, and toiletries for the duration of the repair work as necessary.
4. ____ I understand that the discovery of illegal activities or the use of verbal or physical threats of harm towards City employees, the contractor or his workers will result in an immediate termination of all repair activities.
5. ____ I agree that the City has irrevocable rights and permission to use my name and to use, reproduce, exhibit, copyright and publish photographic images and/or videotaped images of me and/or my home for advertising, trade and/or any other lawful purpose.
6. ____ I certify that I am not an employee of the City of Hattiesburg, nor do I have an immediate family member who is an elected official of the City of Hattiesburg nor an employee who is responsible for the administration, management and oversight of the program (Community Development Division Staff).
7. ____ I hereby agree to occupy the home to be rehabilitated for a period of not less than **three (3)** years after completion of the repairs funded under in the Emergency Roof Repair Initiative Program. **(Homeowner acknowledges and agrees that this agreement shall be binding on his/hers/their heirs, executors and assigns.)**
8. ____ I agree to repay the prorated grant amount and legal fees associated with securing repayment to the City should I sale, transfer or dispose of the property prior to the expiration of the **three (3)** year affordability period.
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10. ____ I hereby agree to maintain flood insurance, when applicable.
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12. ____ I hereby agree that the completion of the repairs for which these grant funds are awarded shall constitute a complete work agreement and I will sign all the necessary paperwork to allow for payment to the contractor.
13. ____ I authorize the city to proceed with preliminary testing, requests for bids, and other required steps necessary in order to proceed with a project, and further understand that costs related to the same shall be added to the total cost of the project under this grant award.

By my signature below I, **Ethel Brown of 1218 Deason Avenue**, agree to all the terms of this grant and understand that failure to abide by any of the terms will result in forfeiture of my grant and/or repayment of expended grant funds this the ____ day of _____, 2022.

Homeowner's Signature

Spouse's Signature

GRANT AWARD

The Homeowner(s), **Ethel Brown of 1218 Deason Avenue**, is hereby awarded a Housing Rehabilitation Award for costs associated with the repair or rehabilitation of **1218 Deason Avenue**. The amount of the award shall be the actual cumulative cost of all related preparation and work, including but not limited to: preliminary environmental testing, required abatement work, construction costs, any required legal filing fees, any change orders/discovery repairs and any approved voluntary temporary relocation assistance. General construction/rehabilitation/repair costs are not to exceed \$15,000, excluding change orders/discovery repairs necessary to meet building codes and program standards according to the Emergency Repair Roof Initiative Program.

City of Hattiesburg, Mississippi

By: _____
Toby Barker, Mayor

Date: September 20, 2022

Attest: _____
Kermas Eaton, City Clerk



Memorandum

To: Mayor Toby Barker and Members of City Council

From:

cc:

Date: Tuesday, September 20, 2022

Re: Approve a Renewal Agreement between the City of Hattiesburg and Kronos, for a period beginning 9/30/2022 and ending 9/29/2023 and authorize the Mayor to execute the same.
File Number: 2022-703
Minute Book #

Summary

Recommendation Statement

Please place this on the September 20, 2022 City Council meeting for consideration.



Quote#: Q-107851
Expires: 01 Jul, 2022

RENEWAL ORDER FORM

Order Type: Renewal
Date: 14 Jun, 2022

Bill To: CITY OF HATTIESBURG ACCOUNTING DEPT
PO BOX 1898
HATTIESBURG, MS 39403-1898 USA

Ship To: CITY OF HATTIESBURG
200 FORREST ST
HATTIESBURG, MS 39401 USA

Bill To Contact:

Payment Terms: Net 30 Days
Customer PO Number:
Renewal Term: 12 months
Billing Frequency: Monthly
Billing Type: Arrears

Currency: USD
Solution ID: 6110151

Contract Summary

Contract Period Start Date: 9/30/2022 12:00:00 AM
Contract Period End Date: 9/29/2023 12:00:00 AM

Total Price: USD 49,726.91

The Total Price is the total billable amount (pre-tax) for the contract period listed above.

Annualized Contract Value: USD 49,684.56

The Annualized Contract Value is the value of the contract if all services are priced for 365 days. The Annualized Contract Value does not include estimated tax. Please note that this quote may include services priced for prorated periods.



SaaS Application

Product Name	Duration	Quantity	Monthly Total	Total Price
WORKFORCE EMPLOYEE V8 SAAS	12	800	USD 0.00	USD 0.00
WORKFORCE EMPLOYEE HR/PR V8 SAAS	12	1	USD 0.00	USD 0.00
WORKFORCE MANAGER HR/PR V8 SAAS	12	1	USD 0.00	USD 0.00
WORKFORCE TIMEKEEPER V8 SAAS	12	800	USD 3,113.62	USD 37,363.49
WORKFORCE ABSENCE MANAGER V8 SAAS	12	800	USD 881.89	USD 10,582.72
WORKFORCE ADMINISTRATOR HR/PR V8 SAAS	12	5	USD 0.00	USD 0.00
WORKFORCE HR V8 SAAS	12	1	USD 3.89	USD 46.70
WORKFORCE MOBILE MANAGER V8 SAAS	12	80	USD 0.00	USD 0.00
WORKFORCE MANAGER V8 SAAS	12	80	USD 0.00	USD 0.00
WORKFORCE INTEGRATION MANAGER V8 SAAS	12	800	USD 0.00	USD 0.00
WORKFORCE PAYROLL V8 SAAS	12	1	USD 3.89	USD 46.70
WORKFORCE MOBILE EMPLOYEE V8 SAAS	12	800	USD 0.00	USD 0.00
WORKFORCE MANAGER V6 SAAS	12	10	USD 140.61	USD 1,687.30
WORKFORCE MOBILE MANAGER V6 SAAS	12	10	USD 0.00	USD 0.00
Total Price				USD 49,726.91

Education Services

Item	Quantity	Total Price
KNOWLEDGE PASS SAAS WFC SMB	800	USD 0.00
Total Price		USD 0.00

CITY OF HATTIESBURG ACCOUNTING DEPT

Kronos Incorporated

Signature: _____

Signature: _____

Name: _____

Name: _____

Title: _____

Title: _____

Effective Date: _____

Effective Date: _____

Invoice amount will reflect deposit received. All professional services are billed as delivered with payment due, in accordance with the Payment Term set out in this Order Form. Unless otherwise indicated above, this order is subject to the relevant Kronos Terms and Conditions executed between the parties. THIS ORDER IS SUBJECT TO APPLICABLE TAXES. THE ACTUAL TAX AMOUNT TO BE PAID BY CUSTOMER WILL BE SHOWN ON CUSTOMER'S INVOICE. Shipping and handling charges will be reflected on the final invoice. The Monthly Price on this Order Form has been rounded to two decimal places for display purposes. As many as eight decimal places may be present in the actual price. Due to the rounding calculations, the actual price may not display as expected when displayed on your Order Form. Nonetheless, the actual price on your invoice is the true and binding total for this order for purposes of amounts owed for the term. If you are tax exempt; please provide a copy of your "Tax Exempt Certificate" with your signed quote.



Memorandum

To: Mayor Toby Barker and Members of City Council

From:

cc:

Date: Tuesday, September 20, 2022

Re: Approve Purchase Agreement for copier in the council clerk's office and authorize the Council President to execute the same
File Number: 2022-700
Minute Book #

Summary

Recommendation Statement

Please place this on the September 20, 2022 City Council meeting for consideration.

RJ Young Company - Nashville

P.O. Box 40623 Nashville, TN 37204

(615)255-8551

(800)347-1955

Page 1 of 2

Order # HDVF00

Purchase Agreement

Customer Purchase Order

Sales Rep #

Billing Location**Install Location**

Full Customer Name – Include Inc., Corp., LLC etc.

City of Hattiesburg

Customer Name

City of Hattiesburg

Department

County

Forrest

Street Address

P.O. Box 1898

Street Address

200 Forrest Street – City Hall, 2nd Floor

City

Hattiesburg

State

MS

Zip+4

39401

City

Hattiesburg

State

MS

Zip+4

39401

Contact Name

Ronda Kennedy

Phone #

6015454551

Fax #

Meter Contact

Ronda Kennedy

Phone #

6015454551

Fax #

Email

rkennedy@hattiesburgms.com

Email

rkennedy@hattiesburgms.com

Qty.	Manufacturer	Equip. ID	Model	Serial Number	Unit Price	Amount
1	Canon		iR ADV DX C3826i			
1	null		Inner Finisher-L1			
1	null		Cabinet Type-W			

Trade-In/Buyout (Items to be picked up)

Total This Page

Total From Add'l
Equipment List

Sales Tax

1	Canon	AAA32887	C3525i	XTK06222		
Tax Exempt ☒ Yes ☐ No Attach Exemption Certificate					Total	3312.78

1) The equipment specified above will be provided at the following rates:

Commencement Date	SMP/Maintenance SMP	Total Minimum Payment	Minimum Billing Frequency	Overage Billing Frequency
8/28/2022		\$25.00	Quarterly	Quarterly
Monthly Minimum Number of B&W Copies 2285	Overage Rate per B&W Copy 0.010940	Monthly Minimum Number of Color Copies	Overage Rate per Color Copy 0.061220	Agreement Includes ☒ Yes ☐ No Master Unit ☒ Yes ☐ No Color Supplies ☒ Yes ☐ No Drum/Photo Conductor ☒ Yes ☐ No Imaging Units ☒ Yes ☐ No Parts/Labor ☐ Yes ☒ No Toner/Dispersant ☐ Yes ☒ No Developer ☐ Yes ☒ No Other ☐ New Account ☒ New Equipment ☒ Upgrade ☐ Remanufactured ☐ Additional Unit Equipment ☐ MAM ☐ Used ☐ Yes ☒ No MICR Toner
Monthly Minimum Number of Square Feet	Overage Rate per Square Foot	Monthly Minimum Number of Linear Feet	Overage Rate per Linear Foot	
Monthly Minimum Number of B&W Prints	Overage Rate per B&W Print	Monthly Minimum Number of Color Prints	Overage Rate per Color Print	
Monthly Minimum Number of Misc	Overage Rate per Misc	Monthly Minimum Number of Misc 2	Overage Rate per Misc 2	

Remarks:

State Contract used

Additional terms and conditions on page 2.

Signature: _____

Print Name: _____

Title: _____

Date: _____

Sales Rep: _____

Date: 9/15/22

Sales Manager: _____

Date: _____



2. The title to any and all products listed on the Sales Order remain with RJ Young Company (RJY) until full payment is received from you. Invoices are payable upon receipt unless prior written approval is received from the RJY corporate offices.
3. Without prior written approval of RJY you may not assign any of your rights or obligations under this Agreement or allow a lien or encumbrance of any kind to be placed upon any products for which you have not received title free and clear.
4. If payment is not paid when due, you will pay us a late charge of up to 15% of the amount of the payment or \$15.00 whichever is greater (or such lesser rate as is maximum rate allowed under applicable law). You also agree to pay \$35.00 for each returned check. Restrictive endorsements or additional terms on checks you send to us will not reduce your obligations to us.
5. If payment is not paid when due, we will have the right to take ONE OR MORE of the following actions, in addition to any and all other remedies that may be available to us under the law: (a) cancel this agreement without prior notice or warning to you; (b) file a law suit against you to collect all past due amounts, plus all our reasonable legal costs, including but not limited to reasonable attorneys' fees, reasonable overhead for employee time spent on preparing for suit or attempting to collect payments and mitigate our damages; (c) repossess the Equipment or apply to a court for an order allowing repossession for any Equipment for which you have not received title free and clear.
6. This Agreement, and other terms and conditions that you have acknowledged receipt of by signing this Sales Order, constitute the entire Agreement.
7. As a convenience to you and to further expedite this transaction for you, you agree that a photocopy, electronic image or facsimile of this Agreement which includes a photocopy, electronic image or facsimile of the signatures of both parties shall be as valid, authentic and legally binding as the original version for all purposes and shall be admissible in court as final and conclusive evidence of this transaction and of the execution of this document.

SMP AND/OR MAINTENANCE AGREEMENT

The following terms and conditions are in addition to the General Terms and Conditions above.

8. Service includes both labor and material for adjustments, repairs and replacement of parts as necessitated by normal equipment usage. Also included are regularly scheduled preventive maintenance and emergency service subject to provisions. The charge is based on the original geographic installation location of the machine and RJY must be notified whenever the geographical location of the equipment is changed. If the equipment has been moved to a new RJY service zone, a new agreement must be reached. For efficient and electronic meter reading, RJY utilizes specialized software that reports current meter readings on all print devices connected to your Network. Customer agrees that meters may be accessed and reported in this manner. Should the number of scans exceed the total of all prints and copies, we reserve the right to invoice these excess scans at \$.0025 per scan. This agreement does not cover overhauls on the machine.
9. Service calls will be made during normal business hours at the specified installation address. (Business hours are 8:00 a.m. to 5:00 p.m., Monday to Friday). Travel and labor time on calls made other than during normal business hours will be charged to Customer at established overtime rates.
10. Meter cards or fax forms will be provided to the Customer for monthly or quarterly billings. If forms are not received by the required date, an estimated meter will be used for billing purposes.
11. Customer agrees to make available a Meter Contact for training purposes in the use of the equipment and agrees to notify RJY of any change in the Meter Contact assignment.
12. Service will not be provided on equipment upon which there has been used unauthorized parts or supplies or that has been modified or used by unauthorized personnel to repair or change said equipment. Master or drums will not be replaced under this agreement when damage is caused by operator abuse or error. An initial master or drum charge may be required on older equipment.
13. This agreement shall be effective on the date of delivery of equipment if new equipment, otherwise on the commencement date listed on the contract and shall continue for a period of 12 months from the date and will automatically renew for consecutive 12 month periods unless written cancellation notice is given by either party 30 days prior to the end of the then current term. In the event of cancellation of this agreement for any reason, unused supplies shall be the property of RJY, although Customer may purchase the supplies at the then prevailing retail rates. Customer agrees to pay the periodic charges and upon failure to do so RJY may (1) terminate the agreement, (2) refuse to service the equipment or furnish supplies, (3) recover damages as a result thereof.
14. At the end of each contract anniversary date, the rate charge can increase without written notice to allow for cost increases.
15. This agreement is not refundable or transferrable to a third party. If the equipment is traded in on new equipment, any unused portion of the contract period charge shall be prorated and credited to the Customer.
16. This agreement may not be assigned by Customer without the written consent of RJY. This instrument contains the entire agreement between the parties and cannot be altered or amended except by an instrument in writing signed by the parties hereto. Any agreement containing variations from the printed terms set forth herein must be accepted and counter-signed by an officer of RJY at its offices in Nashville, Tennessee.
17. Sales or use tax shall be added where applicable.





Memorandum

To: Mayor Toby Barker and Members of City Council

From: Lamar Rutland

cc:

Date: Tuesday, September 20, 2022

Re: Approve Lighting Agreement with Mississippi Power Company for additional lighting along East and West 8th St. for a monthly cost of \$36.78; Authorize the Mayor to execute the same.
File Number: 2022-698
Minute Book #

Summary

Approve Lighting Agreement with Mississippi Power Company for additional lighting along East and West 8th St. for a monthly cost of \$36.78; Authorize the Mayor to execute the same.

Recommendation Statement

I recommend approval of this item.

Please place this on the September 20, 2022 City Council meeting for consideration.

DATE: 8/30/22

RE: STREET LIGHT REQUEST AND AUTHORIZATION LETTER

FROM: CITY/TOWN OF Hattiesburg PHONE: _____

AUTHORIZED SIGNATURE _____ DATE: _____

DEVELOPER NAME _____ ACCOUNT # 598418200

DEVELOPER SIGNATURE _____ DATE: _____

DATE GOVERNMENTAL AUTHORITY TO TAKE OWNERSHIP OF PAYMENT: _____

Attach a plat for development.

TO: MISSISSIPPI POWER COMPANY, ATTN. : (MPC LIGHTING SERVICES) P.O. Box 4079,

Gulfport, MS 39502 or Email: (G2MPCLSVC@southernco.com)

DATE MAIL/EMAIL RECEIVED _____

INSTRUCTIONS: INSTALL STREET LIGHTS AS NOTED IN THE SCHEDULE BELOW. CONSIDER THIS YOUR AUTHORIZATION TO BILL THE NEW LIGHTS UNDER THE TERMS OF THE CURRENTLY APPLICABLE STREET LIGHT RATE (SL) AS APPROVED BY THE MISSISSIPPI PUBLIC SERVICE COMMISSION.

PLEASE TAKE NOTICE: By and through Developer's request and execution hereof, Developer acknowledges and agrees that any electric lighting service for outdoor lighting is subject to MPC's Rules Governing Electric Service and MPC's Outdoor Lighting Electric Rate Schedule (OL). Developer understands and agrees that OL provides for a three (3) year minimum term for lighting (other than special lighting) and Developer shall be liable to MPC for all service under the rate schedule until termination, provided however that Developer shall, in no event, be excused from liability for service during the applicable minimum term. MPC shall be entitled to pursue any and all available legal remedies in the event Developer, or Developer's successors or assigns, fails to make any and all payments as and when due during the term of service.

TYPE LIGHT	NUMBER TO INSTALL (I) NUMBER TO REMOVE (R)	LOCATION AND COMMENTS
COBRA HEAD FIXTURES		
100 WATT HPS	R - 26	_____
150 WATT HPS	R - 3	_____
250 WATT HPS	_____	_____
400 WATT HPS	_____	_____
1000 WATT HPS	_____	Monthly savings \$36.78
350 WATT MH	_____	_____
LED FIXTURES		
90 WATT LED	_____	_____
110 WATT LED	_____	_____
190 WATT LED	_____	_____
280 WATT LED	_____	_____
OTHER FIXTURES		
50WLED Roadway	I - 29	East and West 8th St
_____	_____	From Chain Park to Providence St
_____	_____	_____

NOTE: FOR NON ROUTINE INSTALLATIONS REQUIRING POLES, UNDERGROUND WIRING OR OTHER SPECIAL CONDITIONS PLEASE CONTACT YOUR MARKET SPECIALIST AND SPECIFIC CONTRACTS WILL BE PREPARED.

PLEASE MAIL OR EMAIL THIS FULLY COMPLETED FORM TO MPC'S LIGHTING SERVICES DEPT.

AND WE WILL INSTALL THE LIGHTING INSTALLATIONS THAT YOU REQUEST. YOU MAY ALSO USE THIS FORM TO REPORT LIGHTS NOT BURNING BY LISTING THE ESTIMATED SIZE AND LOCATION ON THE FORM AND FAXING TO US.



Memorandum

To: Mayor Toby Barker and Members of City Council

From: Lamar Rutland

cc:

Date: Tuesday, September 20, 2022

Re: Approve Lighting Agreement with Mississippi Power Company for additional lighting at 703 Montrose Ave, 595 N. 25th Ave USM Softball, 3804 Pearl St. and 3906 Pearl St. for a monthly cost of \$33.72; Authorize the Mayor to execute same.
File Number: 2022-696
Minute Book #

Summary

Approve Lighting Agreement with Mississippi Power Company for additional lighting at 703 Montrose Ave, 595 N. 25th Ave USM Softball, 3804 Pearl St. and 3906 Pearl St. for a monthly cost of \$33.72; Authorize the Mayor to execute same.

Recommendation Statement

I recommend approval of this item.

Please place this on the September 20, 2022 City Council meeting for consideration.

DATE: 9/6/22

RE: STREET LIGHT REQUEST AND AUTHORIZATION LETTER

FROM: CITY/TOWN OF Hattiesburg PHONE: _____

AUTHORIZED SIGNATURE _____ DATE: _____

DEVELOPER NAME _____ ACCOUNT # 598418200

DEVELOPER SIGNATURE _____ DATE: _____

DATE GOVERNMENTAL AUTHORITY TO TAKE OWNERSHIP OF PAYMENT: _____

Attach a plat for development.

TO: MISSISSIPPI POWER COMPANY, ATTN. : (MPC LIGHTING SERVICES) P.O. Box 4079,

Gulfport, MS 39502 or Email: (G2MPCLSVC@southernco.com)

DATE MAIL/EMAIL RECEIVED _____

INSTRUCTIONS: INSTALL STREET LIGHTS AS NOTED IN THE SCHEDULE BELOW. CONSIDER THIS YOUR AUTHORIZATION TO BILL THE NEW LIGHTS UNDER THE TERMS OF THE CURRENTLY APPLICABLE STREET LIGHT RATE (SL) AS APPROVED BY THE MISSISSIPPI PUBLIC SERVICE COMMISSION.

PLEASE TAKE NOTICE: By and through Developer's request and execution hereof, Developer acknowledges and agrees that any electric lighting service for outdoor lighting is subject to MPC's Rules Governing Electric Service and MPC's Outdoor Lighting Electric Rate Schedule (OL). Developer understands and agrees that OL provides for a three (3) year minimum term for lighting (other than special lighting) and Developer shall be liable to MPC for all service under the rate schedule until termination, provided however that Developer shall, in no event, be excused from liability for service during the applicable minimum term. MPC shall be entitled to pursue any and all available legal remedies in the event Developer, or Developer's successors or assigns, fails to make any and all payments as and when due during the term of service.

TYPE LIGHT	NUMBER TO INSTALL (I) NUMBER TO REMOVE (R)	LOCATION AND COMMENTS
COBRA HEAD FIXTURES		
100 WATT HPS	_____	_____
150 WATT HPS	_____	_____
250 WATT HPS	_____	_____
400 WATT HPS	_____	_____
1000 WATT HPS	_____	_____
350 WATT MH	_____	_____
LED FIXTURES		
90 WATT LED	_____	_____
110 WATT LED	_____	_____
190 WATT LED	_____	_____
280 WATT LED	_____	_____
OTHER FIXTURES		
<u>50WLED Roadway</u>	<u>1 - 4</u>	<u>703 Montrose Ave, 595 N 25th Ave USM Softball,</u>
_____	_____	<u>3804 Pearl St, 3906 Pearl St</u>
_____	_____	_____

NOTE: FOR NON ROUTINE INSTALLATIONS REQUIRING POLES, UNDERGROUND WIRING OR OTHER SPECIAL CONDITIONS PLEASE CONTACT YOUR MARKET SPECIALIST AND SPECIFIC CONTRACTS WILL BE PREPARED.

PLEASE MAIL OR EMAIL THIS FULLY COMPLETED FORM TO MPC'S LIGHTING SERVICES DEPT.
AND WE WILL INSTALL THE LIGHTING INSTALLATIONS THAT YOU REQUEST. YOU MAY ALSO USE THIS FORM TO REPORT LIGHTS NOT BURNING BY LISTING THE ESTIMATED SIZE AND LOCATION ON THE FORM AND FAXING TO US.



Memorandum

To: Mayor Toby Barker and Members of City Council

From: Lamar Rutland

cc:

Date: Tuesday, September 20, 2022

Re: Approve Lighting Agreement with Mississippi Power Company for additional lighting on two alleys near East and West 8th St. for a monthly cost of \$32.99; Authorize the Mayor to execute the same.
File Number: 2022-699
Minute Book #

Summary

Approve Lighting Agreement with Mississippi Power Company for additional lighting on two alleys near East and West 8th St. for a monthly cost of \$32.99; Authorize the Mayor to execute the same.

Recommendation Statement

I recommend approval of this item.

Please place this on the September 20, 2022 City Council meeting for consideration.

DATE: 8/30/22

RE: STREET LIGHT REQUEST AND AUTHORIZATION LETTER

FROM: CITY/TOWN OF Hattiesburg PHONE: _____

AUTHORIZED SIGNATURE _____ DATE: _____

DEVELOPER NAME _____ ACCOUNT # 598418200

DEVELOPER SIGNATURE _____ DATE: _____

DATE GOVERNMENTAL AUTHORITY TO TAKE OWNERSHIP OF PAYMENT: _____

Attach a plat for development.

TO: MISSISSIPPI POWER COMPANY, ATTN. : (MPC LIGHTING SERVICES) P.O. Box 4079,

Gulfport, MS 39502 or Email: (G2MPCLSVC@southernco.com)

DATE MAIL/EMAIL RECEIVED _____

INSTRUCTIONS: INSTALL STREET LIGHTS AS NOTED IN THE SCHEDULE BELOW. CONSIDER THIS YOUR AUTHORIZATION TO BILL THE NEW LIGHTS UNDER THE TERMS OF THE CURRENTLY APPLICABLE STREET LIGHT RATE (SL) AS APPROVED BY THE MISSISSIPPI PUBLIC SERVICE COMMISSION.

PLEASE TAKE NOTICE: By and through Developer's request and execution hereof, Developer acknowledges and agrees that any electric lighting service for outdoor lighting is subject to MPC's Rules Governing Electric Service and MPC's Outdoor Lighting Electric Rate Schedule (OL). Developer understands and agrees that OL provides for a three (3) year minimum term for lighting (other than special lighting) and Developer shall be liable to MPC for all service under the rate schedule until termination, provided however that Developer shall, in no event, be excused from liability for service during the applicable minimum term. MPC shall be entitled to pursue any and all available legal remedies in the event Developer, or Developer's successors or assigns, fails to make any and all payments as and when due during the term of service.

TYPE LIGHT	NUMBER TO INSTALL (I) NUMBER TO REMOVE (R)	LOCATION AND COMMENTS
COBRA HEAD FIXTURES		
100 WATT HPS	_____	_____
150 WATT HPS	_____	_____
250 WATT HPS	_____	_____
400 WATT HPS	_____	_____
1000 WATT HPS	_____	_____
350 WATT MH	_____	_____
		Monthly cost \$32.99
		1 existing pole charge - currently not being charged included
LED FIXTURES		
90 WATT LED	_____	_____
110 WATT LED	_____	_____
190 WATT LED	_____	_____
280 WATT LED	_____	_____
OTHER FIXTURES		
<u>50WLED Roadway</u>	<u>1 - 3</u>	<u>Alley -612 8th St E - Install 1</u>
_____	_____	<u>Alley - 136 8th St W - Install 2</u>
_____	_____	_____

NOTE: FOR NON ROUTINE INSTALLATIONS REQUIRING POLES, UNDERGROUND WIRING OR OTHER SPECIAL CONDITIONS PLEASE CONTACT YOUR MARKET SPECIALIST AND SPECIFIC CONTRACTS WILL BE PREPARED.

PLEASE MAIL OR EMAIL THIS FULLY COMPLETED FORM TO MPC'S LIGHTING SERVICES DEPT.
AND WE WILL INSTALL THE LIGHTING INSTALLATIONS THAT YOU REQUEST. YOU MAY ALSO USE THIS FORM TO REPORT LIGHTS NOT BURNING BY LISTING THE ESTIMATED SIZE AND LOCATION ON THE FORM AND FAXING TO US.



Memorandum

To: Mayor Toby Barker and Members of City Council

From: Lamar Rutland

cc:

Date: Tuesday, September 20, 2022

Re: Approve the granting of a permanent access easement to Stacie Cameron across a portion of Forrest County Tax Parcel Nos. 2-024K-31-001.00, 2-024K-31-002.00, 2-024F-30-006.00, and 2-024F-30-007.00 and more fully described in the attached legal description; authorize the Mayor the execute the deed.

File Number: 2022-685
Minute Book #

Summary

Approve the granting of a permanent access easement to Stacie Cameron across a portion of Forrest County Tax Parcel Nos. 2-024K-31-001.00, 2-024K-31-002.00, 2-024F-30-006.00, and 2-024F-30-007.00 and more fully described in the attached legal description; authorize the Mayor the execute the deed.

Recommendation Statement

I recommend approval of this item.

Please place this on the September 20, 2022 City Council meeting for consideration.

Grantor, prepared by and return to:City of HattiesburgDepartment of EngineeringPost Office Box 1898Hattiesburg, MS 39403-1898**Phone:****Business No.** (601) 545-4540**Grantee's Address:**Stacie Cameron2215 Highway 589Hattiesburg, MS 39402**Phone:** (601) 686-5443**Business No.****PERMANENT ACCESS EASEMENT****INDEXING INSTRUCTIONS:**

Part of the SE 1/4 NW 1/4, SW 1/4 NE 1/4, NW 1/4 NE 1/4 and the NE 1/4 NE 1/4 of Section 31, T-5-N R-13-W, City of Hattiesburg, Forrest County, MS and also part of the SW 1/4 SE 1/4 and the SE 1/4 SE 1/4 of Section 30, T-5-N R-13-W, City of Hattiesburg, Forrest County, MS

STATE OF MISSISSIPPI

COUNTY OF FORREST

For and in consideration of the sum of Ten Dollars (\$10.00), cash in hand paid, and other good and valuable considerations, including the benefits to be derived herefrom, the **CITY OF HATTIESBURG (“Grantor”)**, a Mississippi municipal corporation, does hereby grant and convey unto **STACIE CAMERON (“Grantee”)**, a **Permanent Access Easement** over, across and upon a parcel of real property (the “Easement Area”), situated and located in the City of Hattiesburg, County of Forrest, State of Mississippi, more particularly and certainly described as follows:

COMMENCE AT AN AXLE MARKING THE SW CORNER OF THE SE ¼ OF SECTION 30, T-5-N, R-13-W, FORREST COUNTY, MISSISSIPPI AND RUN NORTH FOR 1306.13 FEET; THENCE RUN EAST FOR 1644.09 FEET TO A COTTON SPINDLE AT THE INTERSECTION OF THE CENTERLINE OF A DIRT ROADWAY WITH THE CENTERLINE OF A CREEK BED MARKING THE SOUTHWEST BOUNDARY OF THE CAMERON PROPERTY FOR THE POINT OF BEGINNING. FROM SAID POINT OF BEGINNING RUN THE FOLLOWING FIVE (5) CALLS ALONG THE CENTERLINE OF SAID DIRT ROADWAY: RUN S25°18'18"W FOR 96.27 FEET; THENCE S14°19'32"W FOR 68.03 FEET; THENCE S29°06'45"W FOR 99.35 FEET; THENCE S19°49'57"E FOR 148.39 FEET; THENCE S14°27'31"W FOR 112.94 FEET; THENCE LEAVING SAID ROADWAY RUN S42°53'55"E ALONG A LINE WHICH IS 15.00 FEET SOUTHWEST OF AND PARALLEL TO A WIRE FENCE LINE FOR 494.08 FEET; THENCE RUN S05°44'16"W FOR 204.68 FEET; THENCE RUN S00°59'09"E FOR 72.45 FEET; THENCE RUN S17°24'35"W FOR 167.05 FEET; THENCE RUN S62°45'55"W FOR 90.92 FEET TO THE CENTERLINE OF A GRAVEL DRIVEWAY; THENCE RUN N64°02'25"W ALONG SAID CENTERLINE FOR 96.90 FEET; THENCE RUN S45°16'50"W ALONG SAID CENTERLINE FOR 279.45 FEET; THENCE RUN S04°38'44"W ALONG SAID CENTERLINE FOR 128.38 FEET; THENCE RUN S13°32'13"W ALONG SAID CENTERLINE FOR 76.54 FEET; THENCE RUN S54°21'45"W ALONG SAID CENTERLINE FOR 52.79 FEET; THENCE RUN S88°39'05"W ALONG SAID CENTERLINE FOR 473.42 FEET; THENCE RUN S26°58'05"W ALONG SAID CENTERLINE FOR 53.52 FEET; THENCE RUN S01°43'49"E ALONG SAID CENTERLINE FOR

147.17 FEET; THENCE CONTINUE ALONG SAID CENTERLINE AND ALONG A CURVE WHICH BEARS TO THE RIGHT HAVING A RADIUS OF 173.97 FEET, A LENGTH OF 135.36 FEET, AND A CHORD BEARING AND DISTANCE OF S27'36'53"W AND 131.98 FEET, RESPECTIVELY; THENCE RUN S52'07'54"W ALONG SAID CENTERLINE FOR 713.51 FEET; THENCE RUN S34'43'49"W ALONG SAID CENTERLINE FOR 42.87 FEET; THENCE RUN S12'56'29"W ALONG SAID CENTERLINE FOR 234.27 FEET; THENCE RUN S20'37'48"W ALONG SAID CENTERLINE FOR 325.62 FEET; THENCE RUN S29'10'09"W ALONG SAID CENTERLINE FOR 198.84 FEET TO A MAG NAIL IN THE CENTERLINE OF LAKEVIEW ROAD (PAVED PUBLIC ROAD) AND THE END OF SAID EASEMENT.

SAID EASEMENT IS A PART OF THE SE 1/4 OF SECTION 30, A PART OF THE NE 1/4 OF SECTION 31, AND A PART OF THE SE 1/4 OF THE NW 1/4 OF SECTION 31, ALL IN T-5-N, R-13-W, FORREST COUNTY, MISSISSIPPI AND CONTAINS 3.11 ACRES, MORE OR LESS.

The Grantee herein is given full rights to do whatever may be reasonably necessary and proper for the enjoyment of the access easement granted herein, including the right of ingress and egress and the right to clear said Easement Area of selected vegetation such as shrubs, trees, and other vegetation as may be necessary to maintain said Easement Area. The Grantee will restore any damage to the Easement Area or Grantor's adjacent property caused by this action or Grantee's use of the Easement Area.

It is understood and agreed that the consideration herein named is in full, complete and final payment and settlement of any claims or demands for damage accrued, accruing, or to accrue to the grantor herein, their heirs, assigns, or legal representatives, for or on account of the construction of the proposed easement, and/or any other damage, right or claim whatsoever.

It is further understood and agreed that this instrument constitutes the entire agreement between the grantor and the grantee, there being no oral agreements or representations of any kind.

WITNESS MY SIGNATURE on this _____, 2022.

CITY OF HATTIESBURG

By: _____
TOBY BARKER, MAYOR

ATTESTED BY:

KERMAS EATON, CITY CLERK

STATE OF MISSISSIPPI

COUNTY OF _____

Personally appeared before me, the undersigned authority in and for said county and state, on this ____ day of _____, A.D., 2022, within my jurisdiction, the within named **TOBY BARKER**, who acknowledged that he is Mayor of the City of Hattiesburg, Mississippi, and that in said representative capacity, he executed the above and foregoing instrument, after first having been duly authorized so to do.

NOTARY PUBLIC

My commission expires: _____.

(SEAL)

STATE OF MISSISSIPPI

COUNTY OF _____

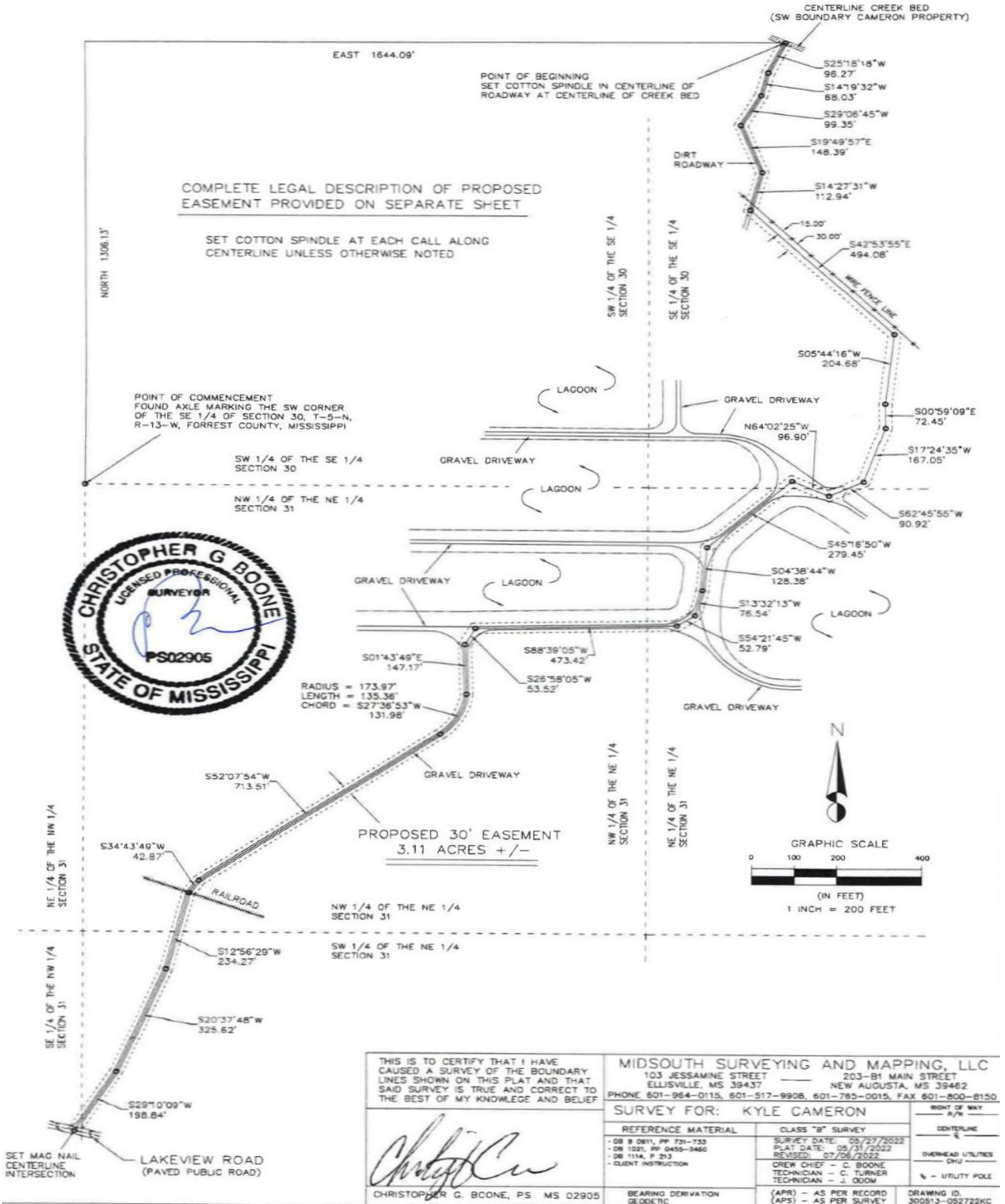
Personally appeared before me, the undersigned authority in and for said county and state, on this____ day of _____, A.D., 2022, within my jurisdiction, the within named **KERMAS EATON**, who acknowledged that he is City Clerk of the City of Hattiesburg, Mississippi, and that in said representative capacity, he executed the above and foregoing instrument, after first having been duly authorized so to do.

NOTARY PUBLIC

My commission expires: _____.

(SEAL)

Parcel Nos.: 2-024K-31-001.00, 2-024K-31-002.00,
2-024F-30-006.00, 2-024F-30.007.00



Parcel Nos.: 2-024K-31-001.00, 2-024K-31-002.00,
2-024F-30-006.00, 2-024F-30.007.00



Memorandum

To: Mayor Toby Barker and Members of City Council

From: Ann Jones, Chief Administrative Officer

cc:

Date: Tuesday, September 20, 2022

Re: Approve option to purchase agreement between the City of Hattiesburg and Realty Builders Corporation, J. Ed Turner & ETAL for parcel #2-039F-18-128.00 and parcel #2-039k-19-082.00 and parcel #2-039k-19-002.00 as per attached agreement.
File Number: 2022-702
Minute Book #

Summary

Approve option to purchase agreement between the City of Hattiesburg and Realty Builders Corporation, J. Ed Turner & ETAL for parcel #2-039F-18-128.00 and parcel #2-039k-19-082.00 and parcel #2-039k-19-002.00 as per attached agreement.

Recommendation Statement

I recommend this item be added to the Council agenda for consideration.

Please place this on the September 20, 2022 City Council meeting for consideration.

LONDON AND STETELMAN REALTORS
3906 Hardy Street, Hattiesburg, MS 39402
Phone (601) 268-8770 Fax (601) 268-8871
<http://www.londonandstetelman.com>

CONTRACT OPTION FOR THE SALE AND PURCHASE OF REAL ESTATE

September 20, 2022

The Seller Realty Builders Corporation, J Ed Turner & ETAL, It's heirs, assigns and successors etc.
hereby agrees to sell, and the Purchaser, City of Hattiesburg hereby agrees to purchase the
hereinafter described property on the terms and conditions stipulated in the following schedule:

1. ADDRESS OF PROPERTY: ., Lincoln Rd @ S 28th Ave Hattiesburg, Forrest County, Hattiesburg MS
consisting of 43.65 AC+_____

_____ Parcel # 2-039F-18-128.00 1.94 AC+_____

2-039k-19-082.00 3.12 AC+_____

_____ # 2-039k-19-002.00 38.51 AC+_____

LEGAL DESCRIPTION: See Parcel #s in article 1

2. PRICE: The purchase price of the property is \$750,000
Payable as follows: CASH \$75,000.000
BALANCE payable as follows: Bank Loan NA
3. TAXES: Taxes for the current year are to be paid by: Seller Pro rata Purchaser Pro rata
4. INSURANCE: Fire and extended coverage are to be paid by: Seller N/A Purchaser New Policy
5. TITLE: The Seller is to furnish attorney's certificate of title to date. Reasonable time shall be allowed for preparation of certificate of title and examination of title. Should examination of title reveal defects which can be cured, the Seller hereby obligates himself (themselves) to cure same as per Clause 9 below, and to execute and tender Warranty Deed in accordance with the terms hereof. Seller is to furnish Warranty Deed.
6. POSSESSION: Said property is to be delivered at closing.
7. PURCHASER UPON FULLY EXECUTED PURCHASE AGREEMENT OF THIS AGREEMENT will pay Seller \$ 75,000.00 which is a non-refundable payment for the option to purchase subject properties. Said payment will be applied to the purchase price if and when the property closes. If Seller can not deliver clear title or the title is not insurable, Seller will refund the \$75,000 within thirty (30) days of date title is deemed not marketable.

THIS IS A LEGALLY BINDING CONTRACT.
IF NOT UNDERSTOOD SEEK COMPETENT ADVICE.

-1 of 3-

8. Owners of properties sold or exchanged under this contract agree to pay agents commission to London &

Stetelman, Realtors in the sum of per separate Agreement with Seller () of the final negotiated sales price. Said commission will be payable to London & Stetelman, Realtors at closing. In the event that Buyer or Seller defaults on the Sale, London & Stetelman Realtors retains the right to demand payment of earned commission from the responsible party and may use whatever legal remedies are available.

9. The sale to be closed on or before March 1 2024. unless merchantable title cannot be effected by said date, in which case Seller shall be allowed an additional 10 days in which to perfect title. This is the latest day of closing including any extension rights Purchaser has in due diligence period.
10. In the event that part of purchase price is to be financed through a mortgage loan, it is agreed and understood that Purchaser is to pay all costs of said loan, and where applicable, London & Stetelman, Realtors is authorized in such case to pay any expenses so incurred out of the Purchaser's deposit.
11. The Purchaser has inspected the property and improvements above described, and the purchaser accepts said property "as is" unless otherwise stated in this contract.
12. Seller agrees that in the event of damage to the above premises from fire, the elements, or vandalism, before closing date hereinabove specified, he will restore premises to their condition at the date of signing of this contract; unless cost to restore said property to its condition at the date purchaser signed this contract represents more than 25% of the purchase price herein specified, in which case purchaser shall have right to rescind this contract without loss of earnest money deposit, less cost of obtaining mortgage loan paid prior to said damage.
13. **BROKER DISCLOSURE TO PURCHASER:**

The undersigned Broker and all agents affiliated with the undersigned Broker are the agents of the Seller and have fiduciary duty to represent loyally and faithfully the interests of the Seller. While the Broker and his agents will deal with the Purchaser fairly and honestly, they are not the agents of the Purchaser and do not represent the interests of the Purchaser. If the Purchaser considers it necessary, the Purchaser can obtain agency representation of a lawyer or real estate broker, or both.

14. **SPECIAL PROVISIONS:**
Purchaser has until March 1, 2024, as an option via this Agreement to purchase the property at the prescribed purchase price. Purchaser will have ingress and egress to subject property during the option period to conduct such surveys or testing as it may require.

This Agreement is subject to City of Hattiesburg approval at their September 20, 2022, City Council meeting or this Option Agreement will be considered void.

**THIS IS A LEGALLY BINDING CONTRACT.
IF NOT UNDERSTOOD SEEK COMPETENT ADVICE.**

This agreement having been signed by Purchaser on the aforementioned date, shall be binding on said Purchaser for 5 days after said date, after which this agreement shall be automatically void unless signed by all parties hereto and returned to London & Stetelman, Realtors, within said days.

WITNESS Purchaser signatures this the ____ day of _____, 2022

PURCHASER by:

PURCHASER by:

WITNESS Seller signatures this the ____ day of _____, 2022

SELLER:

SELLER

RECEIVED OF:

DEED TO: \$_____ as earnest money

LONDON & STETELMAN REALTORS

By: Andy Stetelman

**THIS IS A LEGALLY BINDING CONTRACT.
IF NOT UNDERSTOOD SEEK COMPETENT ADVICE.
-3 of 3-**



Memorandum

To: Mayor Toby Barker and Members of City Council

From: Ann Jones, Chief Administrative Officer

cc:

Date: Tuesday, September 20, 2022

Re: Approve agreement between City of Hattiesburg and Landry, Lewis, Germany Architects, P.A., to provide architectural services related to repairs and renovations at 1410 West Pine (old Courtesy Ford Building).
File Number: 2022-690
Minute Book #

Summary

Approve agreement between City of Hattiesburg and Landry, Lewis, Germany Architects, P.A., to provide architectural services related to repairs and renovations at 1410 West Pine (old Courtesy Ford Building).

Recommendation Statement

I recommend this item be added to the Council's agenda for consideration.

Please place this on the September 20, 2022 City Council meeting for consideration.

AIA® Document B105™ – 2017

Standard Short Form of Agreement Between Owner and Architect

AGREEMENT made as of the Thirteenth day of Julyr in the year Two Thousand Twenty-Two
(*In words, indicate day, month and year.*)

BETWEEN the Owner:
(*Name, legal status, address and other information*)

City of Hattiesburg
200 Forrest Street
Hattiesburg, Mississippi 39401

and the Architect:
(*Name, legal status, address and other information*)

Landry Lewis Germany Architects, P.A.
5211 Old Highway 11
Hattiesburg, Mississippi 39402
Telephone Number: 601-271-7711

for the following Project:
(*Name, location and detailed description*)

Pre-Design – Water Department Relocation
Hattiesburg, Mississippi 39401
CN 22-3940

The Owner and Architect agree as follows.

ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

ARTICLE 1 ARCHITECT'S RESPONSIBILITIES

The Architect shall provide architectural services for the Project as described in this Agreement. The Architect shall perform its services consistent with the professional skill and care ordinarily provided by architects practicing in the same or similar locality under the same or similar circumstances. The Architect shall perform its services as expeditiously as is consistent with such professional skill and care and the orderly progress of the Project. The Architect shall assist the Owner in determining consulting services required for the Project. The Architect's services include the following consulting services, if any:

During the Design Phase, the Architect shall review the Owner's scope of work, budget and schedule and reach an understanding with the Owner of the Project requirements. Based on the approved Project requirements, the Architect shall develop programming and preliminary design to relocate the current water department, operations, and maintenance facility from its current location at Kamper Park to the old Courtesy Ford property. Deliverables will include existing facility evaluation, space programming, and development of preliminary plans, scope of work, and estimate of probable cost. Included shall be an evaluation of existing MEP systems at the Courtesy Ford facility regarding code required upgrades, life expectancy, and/or recommended replacement.

ARTICLE 2 OWNER'S RESPONSIBILITIES

The Owner shall provide full information about the objectives, schedule, constraints and existing conditions of the Project, and shall establish a budget that includes reasonable contingencies and meets the Project requirements. The Owner shall provide decisions and furnish required information as expeditiously as necessary for the orderly progress of the Project. The Architect shall be entitled to rely on the accuracy and completeness of the Owner's information. The Owner shall furnish consulting services not provided by the Architect, but required for the Project, such as surveying, which shall include property boundaries, topography, utilities, and wetlands information; geotechnical engineering; and environmental testing services. The Owner shall employ a Contractor, experienced in the type of Project to be constructed, to perform the construction Work and to provide price information.

ARTICLE 3 USE OF DOCUMENTS

Drawings, specifications and other documents prepared by the Architect are the Architect's Instruments of Service, and are for the Owner's use solely with respect to constructing the Project. The Architect shall retain all common law, statutory and other reserved rights, including the copyright. Upon completion of the construction of the Project, provided that the Owner substantially performs its obligations under this Agreement, the Architect grants to the Owner a license to use the Architect's Instruments of Service as a reference for maintaining, altering and adding to the Project. The Owner agrees to indemnify the Architect from all costs and expenses related to claims arising from the Owner's use of the Instruments of Service without retaining the Architect. When transmitting copyright-protected information for use on the Project, the transmitting party represents that it is either the copyright owner of the information, or has permission from the copyright owner to transmit the information for its use on the Project.

ARTICLE 4 TERMINATION, SUSPENSION OR ABANDONMENT

In the event of termination, suspension or abandonment of the Project by the Owner, the Architect shall be compensated for services performed. The Owner's failure to make payments in accordance with this Agreement shall be considered substantial nonperformance and sufficient cause for the Architect to suspend or terminate services. Either the Architect or the Owner may terminate this Agreement after giving no less than seven days' written notice if the Project is suspended for more than 90 days, or if the other party substantially fails to perform in accordance with the terms of this Agreement. Except as otherwise expressly provided herein, this Agreement shall terminate one year from the date of Substantial Completion.

ARTICLE 5 MISCELLANEOUS PROVISIONS

This Agreement shall be governed by the law of the place where the Project is located. Terms in this Agreement shall have the same meaning as those in AIA Document A105-2017, Standard Short Form of Agreement Between Owner and Contractor. Neither party to this Agreement shall assign the contract as a whole without written consent of the other.

Nothing contained in this Agreement shall create a contractual relationship with, or a cause of action in favor of, a third party against either the Owner or the Architect.

The Architect shall have no responsibility for the discovery, presence, handling, removal or disposal of, or exposure of persons to, hazardous materials or toxic substances in any form at the Project site.

ARTICLE 6 PAYMENTS AND COMPENSATION TO THE ARCHITECT

The Architect's Compensation shall be:

Flat Fee billed hourly and due in full upon completion; \$15,000.00

Principal/Architect at a fixed rate of \$200.00 per hour

Project Manager at a fixed rate of \$165.00 per hour

Construction Administration at a fixed rate of \$180.00 per hour

Senior Drafting at a fixed rate of \$140.00 per hour

Drafting at a fixed rate of \$115.00 per hour

Clerical at a fixed rate of \$90.00 per hour

The Owner shall pay the Architect an initial payment of Zero Dollars and Zero Cents (\$ 0.00) as a minimum payment under this Agreement. The initial payment shall be credited to the final invoice.

The Owner shall reimburse the Architect for expenses incurred in the interest of the Project, plus Twenty-five percent (0.00 %).

Payments are due and payable upon receipt of the Architect's monthly invoice. Amounts unpaid Forty-five (45) days after the invoice date shall bear interest from the date payment is due at the rate of One and one-half percent (1.50 %) monthly , or in the absence thereof, at the legal rate prevailing at the principal place of business of the Architect.

At the request of the Owner, the Architect shall provide additional services not included in Article 1 for additional compensation. Such additional services may include, but not be limited to, providing or coordinating services of consultants not identified in Article 1; revisions due to changes in the Project scope, quality or budget, or due to Owner-requested changes in the approved design; evaluating changes in the Work and Contractors' requests for substitutions of materials or systems; providing services necessitated by the Contractor's failure to perform; and the extension of the Architect's Article 1 services beyond Twenty-four (24) months of the date of this Agreement through no fault of the Architect.

ARTICLE 7 OTHER PROVISIONS

(Insert descriptions of other services and modifications to the terms of this Agreement.)

None

This Agreement entered into as of the day and year first written above.

OWNER (Signature)

Toby Barker , Mayor

(Printed name and title)

ARCHITECT (Signature)

Shane Germany, AIA , Partner

(Printed name, title, and license number, if required)



Memorandum

To: Mayor Toby Barker and Members of City Council
From: Ann Jones, Chief Administrative Officer
cc:
Date: Tuesday, September 20, 2022
Re: Approve engagement of T. Michael Reed as special prosecutor related to the City's paraphernalia ordinance.
File Number: 2022-689
Minute Book #

Summary

Approve engagement of T. Michael Reed as special prosecutor related to the City's paraphernalia ordinance.

Recommendation Statement

I recommend this item be added to the Council's agenda for consideration.

Please place this on the September 20, 2022 City Council meeting for consideration.

T. MICHAEL REED, P. A.
ATTORNEY AT LAW

612 N. Main St., Ste 100/P.O. Box 0081
Hattiesburg, MS 39403
(601) 583-2607
(601) 583-2641 Fax
michael@tmichaelreed.com

September 2, 2022

Hon. Moran M. (Randy) Pope, III
City Attorney, Hattiesburg, Mississippi
randypope@popelaw.com

*Re: City of Hattiesburg Municipal Court
Special Prosecutor – Paraphernalia Cases*

Dear Randy:

I appreciate the confidence the City of Hattiesburg has expressed in me in your request to serve as a special prosecutor concerning the City's paraphernalia ordinance and the State Statute. When the regular prosecuting attorney recuses themselves from a case and the Mayor is required to appoint a special prosecuting attorney, I would gladly serve as the special prosecutor, on a case-by-case basis, pursuant to §21-23-3 and being compensated pursuant to §21-23-7.

If you have any questions or concerns, please feel free to contact me at my office at anytime.

Sincerely,



T. MICHAEL REED

TMR/bdh



Memorandum

To: Mayor Toby Barker and Members of City Council

From: Lamar Rutland

cc:

Date: Tuesday, September 20, 2022

Re: Authorize the Mayor to make application to the U. S. Department of Transportation - Federal Aviation Administration for a grant for the Taxiway A Realignment, Improvements and Signage project for the Bobby L. Chain Municipal Airport and authorize the Mayor to execute any and all documents required to make said application; Authorize the Mayor to accept and execute any grant offers forthcoming from said application.
File Number: 2022-694
Minute Book #

Summary

Authorize the Mayor to make application to the U. S. Department of Transportation - Federal Aviation Administration for a grant for the Taxiway A Realignment, Improvements and Signage project for the Bobby L. Chain Municipal Airport and authorize the Mayor to execute any and all documents required to make said application; Authorize the Mayor to accept and execute any grant offers forthcoming from said application.

Recommendation Statement

I recommend approval of this item.

Please place this on the September 20, 2022 City Council meeting for consideration.

Application for Federal Assistance SF-424

* 1. Type of Submission:

- ☒ Preapplication
☐ Application
☐ Changed/Corrected Application

* 2. Type of Application:

- ☒ New
☐ Continuation
☐ Revision

* If Revision, select appropriate letter(s):

* Other (Specify):

* 3. Date Received:

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

* a. Legal Name:

City of Hattiesburg

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

72-1389768

* c. Organizational DUNS:

d. Address:

* Street1:

200 Forrest Street

Street2:

* City:

Hattiesburg

County/Parish:

Forrest

* State:

MS: Mississippi

Province:

* Country:

USA: UNITED STATES

* Zip / Postal Code:

39401

e. Organizational Unit:

Department Name:

Division Name:

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

Prefix:

Mr.

* First Name:

Lamar

Middle Name:

* Last Name:

Rutland

Suffix:

Title:

Airport Director / City Engineer

Organizational Affiliation:

Hattiesburg-Bobby L. Chain Municipal Airport

* Telephone Number:

(601) 545-4540

Fax Number:

(601) 545-4642

* Email:

lrutland@hattiesburgms.com

Application for Federal Assistance SF-424

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

c: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

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

Federal Aviation Administration (FAA)

11. Catalog of Federal Domestic Assistance Number:

CFDA Title:

*** 12. Funding Opportunity Number:**

* Title:

13. Competition Identification Number:

Title:

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

Add Attachment

Delete Attachment

View Attachment

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

Taxiway A realignment, Improvements, & Signage

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424**16. Congressional Districts Of:**

* a. Applicant

Fourth

* b. Program/Project

Fourth

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

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:

* a. Start Date:

4/1/23

* b. End Date:

10/1/23

18. Estimated Funding (\$):

* a. Federal

2,632,500

* b. Applicant

229,250

* c. State

146,250

* d. Local

0

* e. Other

0

* f. Program Income

* g. TOTAL

\$ 3,008,000

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

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

☐

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

☒

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

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

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

☒

** I AGREE

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

Authorized Representative:

Prefix:

Mr.

* First Name:

Toby

Middle Name:

* Last Name:

Barker

Suffix:

* Title:

Mayor of Hattiesburg

* Telephone Number:

(601) 545-4500

Fax Number:

(601) 545-4642

* Email:

mayor@hattiesburgms.com

* Signature of Authorized Representative:

* Date Signed:

9/8/22

Application for Federal Assistance (Development and Equipment Projects)

PART II – PROJECT APPROVAL INFORMATION

Part II - SECTION A	
The term "Sponsor" refers to the applicant name provided in box 8 of the associated SF-424 form.	
Item 1. Does Sponsor maintain an active registration in the System for Award Management (www.SAM.gov)?	☒ Yes ☐ No
Item 2. Can Sponsor commence the work identified in the application in the fiscal year the grant is made or within six months after the grant is made, whichever is later?	☒ Yes ☐ No ☐ N/A
Item 3. Are there any foreseeable events that would delay completion of the project? If yes, provide attachment to this form that lists the events.	☐ Yes ☒ No ☐ N/A
Item 4. Will the project(s) covered by this request have impacts or effects on the environment that require mitigating measures? If yes, attach a summary listing of mitigating measures to this application and identify the name and date of the environmental document(s).	☐ Yes ☒ No ☐ N/A
Item 5. Is the project covered by this request included in an approved Passenger Facility Charge (PFC) application or other Federal assistance program? If yes, please identify other funding sources by checking all applicable boxes. ☐ The project is included in an <i>approved</i> PFC application. If included in an approved PFC application, does the application <i>only</i> address AIP matching share? ☐ Yes ☐ No ☐ The project is included in another Federal Assistance program. Its CFDA number is below.	
Item 6. Will the requested Federal assistance include Sponsor indirect costs as described in 2 CFR Appendix VII to Part 200, States and Local Government and Indian Tribe Indirect Cost Proposals? ☐ Yes ☒ No ☐ N/A If the request for Federal assistance includes a claim for allowable indirect costs, select the applicable indirect cost rate the Sponsor proposes to apply: ☐ De Minimis rate of 10% as permitted by 2 CFR § 200.414. ☐ Negotiated Rate equal to _____ on _____ % as approved by _____ (Date) (2 CFR part 200, appendix VII). (the Cognizant Agency) <i>Note: Refer to the instructions for limitations of application associated with claiming Sponsor indirect costs.</i>	

PART II - SECTION B

Certification Regarding Lobbying

The declarations made on this page are under the signature of the authorized representative as identified in box 21 of form SF-424, to which this form is attached. The term "Sponsor" refers to the applicant name provided in box 8 of the associated SF-424 form.

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

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

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

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

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

PART II – SECTION C

The Sponsor hereby represents and certifies as follows:

1. Compatible Land Use – The Sponsor has taken the following actions to assure compatible usage of land adjacent to or in the vicinity of the airport:

This is on Airport Land. The Taxiway A Realignment, Improvements and Signage project has no effect on the adjacent land.

2. Defaults – The Sponsor is not in default on any obligation to the United States or any agency of the United States Government relative to the development, operation, or maintenance of any airport, except as stated herewith:

None

3. Possible Disabilities – There are no facts or circumstances (including the existence of effective or proposed leases, use agreements or other legal instruments affecting use of the Airport or the existence of pending litigation or other legal proceedings) which in reasonable probability might make it impossible for the Sponsor to carry out and complete the Project or carry out the provisions of the Grant Assurances, either by limiting its legal or financial ability or otherwise, except as follows:

None

4. Consistency with Local Plans – The project is reasonably consistent with plans existing at the time of submission of this application) of public agencies that are authorized by the State in which the project is located to plan for the development of the area surrounding the airport.

Yes

5. Consideration of Local Interest – It has given fair consideration to the interest of communities in or near where the project may be located.

N/A

6. Consultation with Users – In making a decision to undertake an airport development project under Title 49, United States Code, it has consulted with airport users that will potentially be affected by the project (§ 47105(a)(2)).

Yes

7. Public Hearings – In projects involving the location of an airport, an airport runway or a major runway extension, it has afforded the opportunity for public hearings for the purpose of considering the economic, social, and environmental effects of the airport or runway location and its consistency with goals and objectives of such planning as has been carried out by the community and it shall, when requested by the Secretary, submit a copy of the transcript of such hearings to the Secretary. Further, for such projects, it has on its management board either voting representation from the communities where the project is located or has advised the communities that they have the right to petition the Secretary concerning a proposed project.

N/A

8. Air and Water Quality Standards – In projects involving airport location, a major runway extension, or runway location it will provide for the Governor of the state in which the project is located to certify in writing to the Secretary that the project will be located, designed, constructed, and operated so as to comply with applicable and air and water quality standards. In any case where such standards have not been approved and where applicable air and water quality standards have been promulgated by the Administrator of the Environmental Protection Agency, certification shall be obtained from such Administrator. Notice of certification or refusal to certify shall be provided within sixty days after the project application has been received by the Secretary.

N/A

PART II – SECTION C (Continued)

9. Exclusive Rights – There is no grant of an exclusive right for the conduct of any aeronautical activity at any airport owned or controlled by the Sponsor except as follows:

N/A

10. Land – (a) The sponsor holds the following property interest in the following areas of land, which are to be developed or used as part of or in connection with the Airport subject to the following exceptions, encumbrances, and adverse interests, all of which areas are identified on the aforementioned property map designated as Exhibit "A". [1]

Land is owned by airport.

The Sponsor further certifies that the above is based on a title examination by a qualified attorney or title company and that such attorney or title company has determined that the Sponsor holds the above property interests.

(b) The Sponsor will acquire within a reasonable time, but in any event prior to the start of any construction work under the Project, the following property interest in the following areas of land on which such construction work is to be performed, all of which areas are identified on the aforementioned property map designated as Exhibit "A". [1]

N/A

(c) The Sponsor will acquire within a reasonable time, and if feasible prior to the completion of all construction work under the Project, the following property interest in the following areas of land which are to be developed or used as part of or in connection with the Airport as it will be upon completion of the Project, all of which areas are identified on the aforementioned property map designated as Exhibit "A". [1]

N/A

¹ State the character of property interest in each area and list and identify for each all exceptions, encumbrances, and adverse interests of every kind and nature, including liens, easements, leases, etc. The separate areas of land need only be identified here by the area numbers shown on the property map.

PART III – BUDGET INFORMATION – CONSTRUCTION

SECTION A – GENERAL	
1. Assistance Listing Number:	20.106
2. Functional or Other Breakout:	

SECTION B – CALCULATION OF FEDERAL GRANT			
Cost Classification	Latest Approved Amount (Use only for revisions)	Adjustment + or (-) Amount (Use only for revisions)	Total Amount Required
1. Administration expense			
2. Preliminary expense			12,000
3. Land, structures, right-of-way			
4. Architectural engineering basic fees			0
5. Other Architectural engineering fees			21,000
6. Project inspection fees			205,000
7. Land development			
8. Relocation Expenses			
9. Relocation payments to Individuals and Businesses			
10. Demolition and removal			
11. Construction and project improvement			2,770,000
12. Equipment			
13. Miscellaneous			
14. Subtotal (Lines 1 through 13)			\$ 3,008,000
15. Estimated Income (if applicable)			
16. Net Project Amount (Line 14 minus 15)			3,008,000
17. Less: Ineligible Exclusions (Section C, line 23 g.)			
18. Subtotal (Lines 16 through 17)			\$ 3,008,000
19. Federal Share requested of Line 18			2,632,500
20. Grantee share			229,250
21. Other shares			146,250
22. TOTAL PROJECT (Lines 19, 20 & 21)			\$ 3,008,000

SECTION C – EXCLUSIONS	
23. Classification (Description of non-participating work)	Amount Ineligible for Participation
a.	
b.	
c.	
d.	
e.	
f.	
g. Total	

SECTION D – PROPOSED METHOD OF FINANCING NON-FEDERAL SHARE	
24. Grantee Share – Fund Categories	Amount
a. Securities	\$ 229,250
b. Mortgages	
c. Appropriations (by Applicant)	
d. Bonds	
e. Tax Levies	
f. Non-Cash	
g. Other (Explain):	
h. TOTAL - Grantee share	\$ 229,250
25. Other Shares	Amount
a. State	146,250
b. Other	
c. TOTAL - Other Shares	\$ 146,250
26. TOTAL NON-FEDERAL FINANCING	\$ 375,500

SECTION E – REMARKS (Attach sheets if additional space is required)
Grantee Share includes \$83,000 non-participating costs.

Hattiesburg - Bobby L. Chain Municipal Airport
Taxiway A Realignment, Improvements & Signage

Cost Estimate		Non- Participating
1. Preliminary Expense	\$12,000	
2. Engineering	\$0	\$0
3. Testing	\$18,000	\$3,000
4. Construction	\$2,700,000	\$70,000
5. Bidding and Inspection	\$195,000	\$10,000
Total	\$2,925,000	\$83,000

Description	Unit of Measure	Approximate Quantity	Probable Cost	
			Unit Price	Total
Taxiway Realignment				
Demolition	Lump Sum	1	-	\$200,000.00
Taxiway / Apron Pavement	S.Y.	6,400	200	\$1,280,000.00
Drainage Including Inlets	L.F.	1,250	280.00	\$350,000.00
Subtotal				\$1,830,000.00
Taxiway Improvements, Lighting Upgrade including changed Signs				
Pavement	S.Y.	12,167	60.00	\$730,000.00
Lighting Upgrade	Lump Sum	-	-	\$210,000.00
Subtotal				\$940,000.00
GRAND TOTAL				\$2,770,000.00

PART IV – PROGRAM NARRATIVE
(Suggested Format)

PROJECT: Taxiway A Realignment, Improvements, & Signage

AIRPORT: Hattiesburg Bobby L. Chain Municipal Airport

1. Objective:

The geometry at Taxiway-Apron intersection is not recommended. The direct connection across the taxiway to Runway 13-31 and the wide throat taxiway entrance from the apron can lead to confusion and runway incursion. There is also a need to update guidance signs at cross taxiways and runway ends, several areas of pavement deterioration, and the lighting along the taxiway is also too close to the edge of pavement. The primary objective of HBG is to provide a safe and functional airport that reduces confusion and accidents. This requires safe geometry, operational surfaces, and clear signs. (See Attachment B for References)

2. Benefits Anticipated:

This will increase airport safety for planes entering the taxiway and the runway. The benefit of this project is to bring the airport into compliance with current FAA Standards.

3. Approach: (See approved Scope of Work in Final Application)

The project includes the removal of Taxiway Connector A6 and adjacent slab and drainage restoration. It includes pavement widening of a portion of Taxiway A to the ultimate 75' width (as shown in the approved ALP), pavement restoration in isolated locations of Taxiway A. It includes relocation of taxiway edge lighting to 10 feet from the full strength pavement, updating that lighting to LED, and the necessary adjustment of sign designations at cross taxiways and runway ends.

4. Geographic Location:

Hattiesburg, MS Forrest County
31 Deg. 16' 5"N / 89 Deg. 15' 18"W

5. If Applicable, Provide Additional Information:

N/A

6. Sponsor's Representative: (include address & telephone number)

Lamar Rutland, PE Airport Director / City Engineer
212 West Front Street Hattiesburg, MS 39401
601-545-4540

Attachment B: References

FAA Advisory Circular 150/5300-13A paragraph 401.b(5g) & Figure 4-2

“Indirect Access. Do not design taxiways to lead directly from an apron to a runway without requiring a turn.”

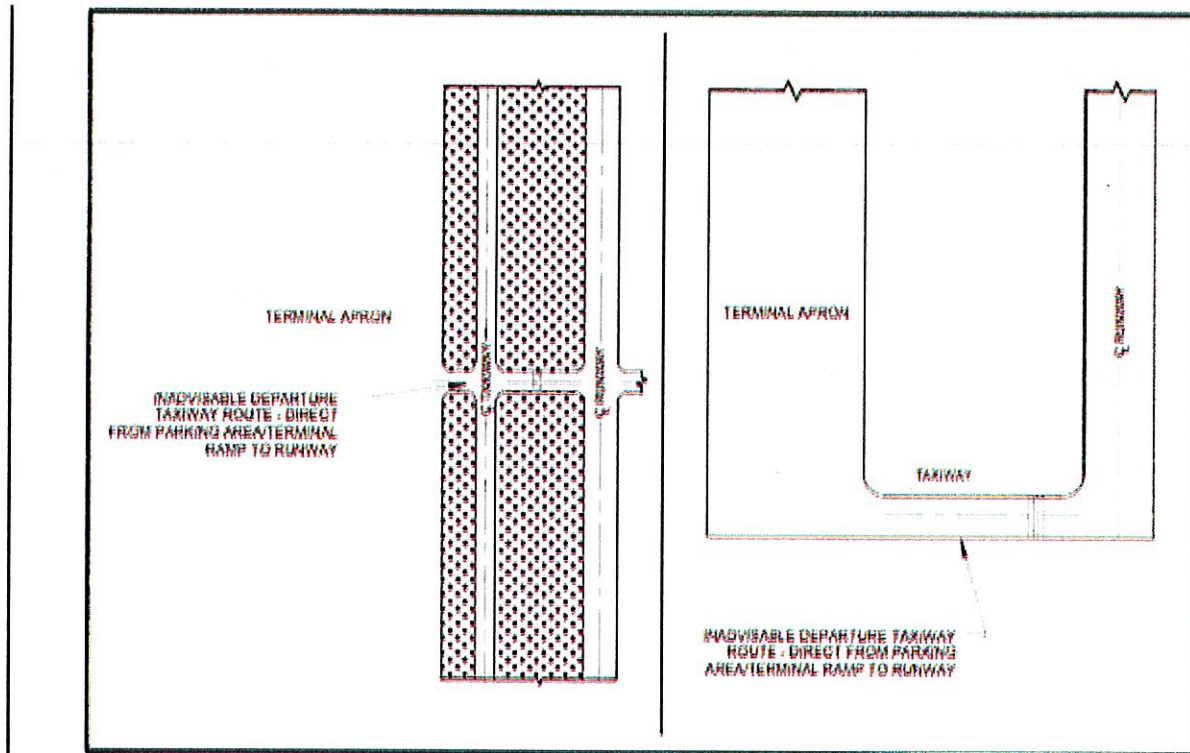
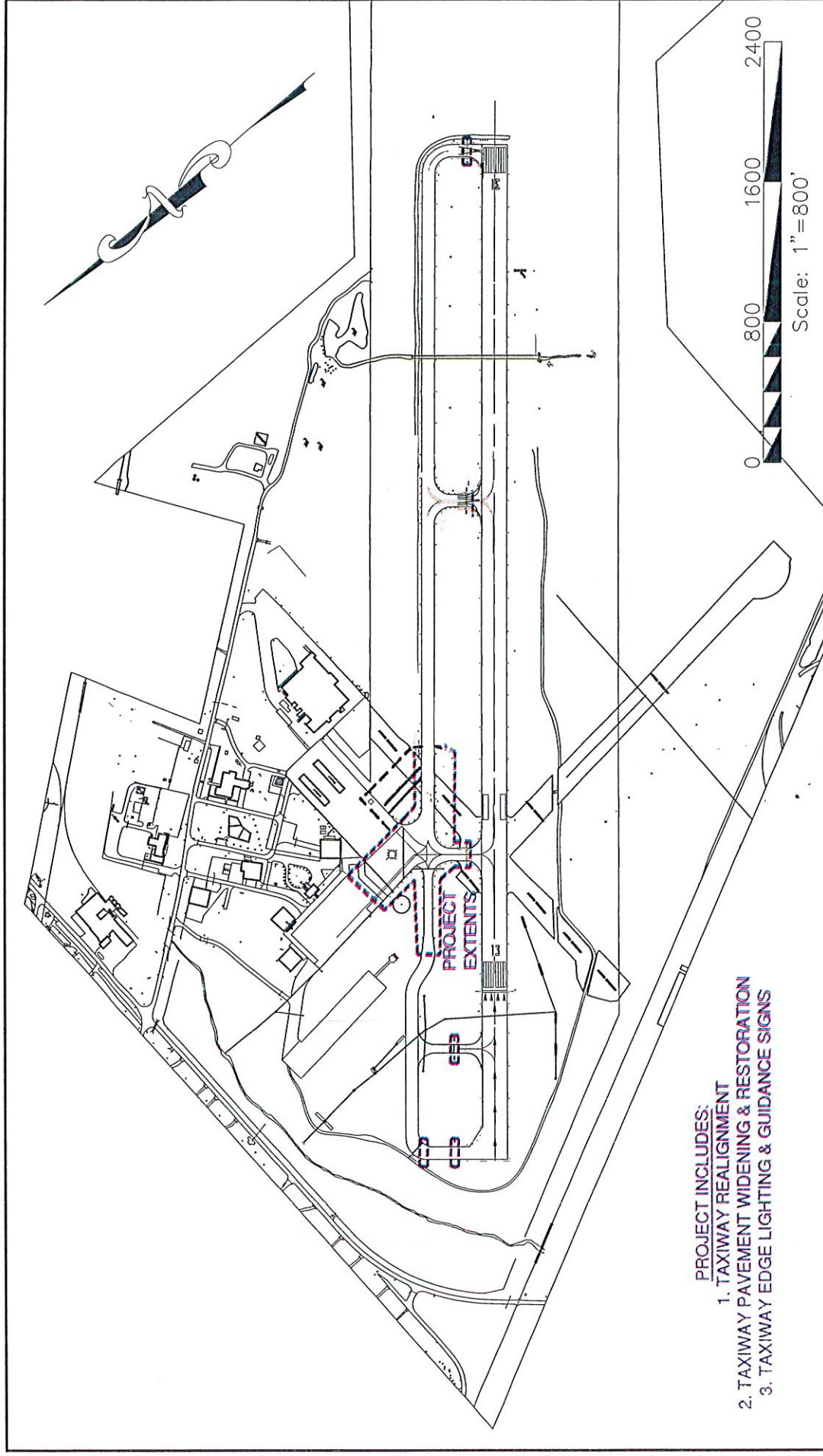


Figure 4-2. Not recommended taxiway design

FAA Advisory Circular 150/5300-13A paragraph 501.a & 501.b

“a. Wide throat taxiway entrances from aprons are not recommended. Such large pavement expanses adjacent to an apron may cause confusion to pilots and loss of situational awareness. Wide expanses of pavement also make it difficult to locate signs and lighting where they are easily visible to pilots.

b. Taxiway connectors that cross over a parallel taxiway from an apron and directly onto a runway are not recommended. Consider a staggered layout when taxiing from an apron onto a parallel taxiway and then onto a stub-taxiway or taxiway connector to a runway.”



**SKETCH TO ACCOMPANY PREAPPLICATION
FOR HBG TAXIWAY A REALIGNMENT, IMPROVEMENTS & SIGNAGE
HATTIESBURG BOBBY L. CHAIN MUNICIPAL AIRPORT (HBG)
HATTIESBURG, MS**

PREPARED BY:

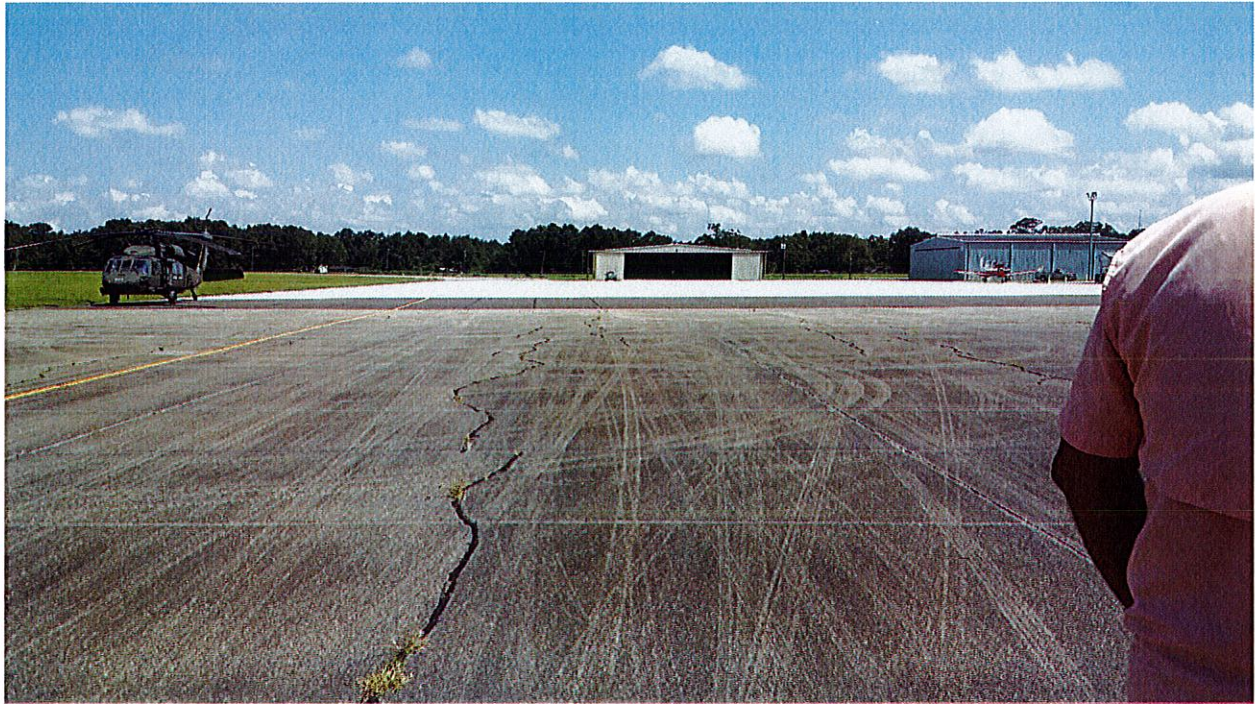


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Drug-Free Workplace Airport Improvement Program Sponsor Certification

Sponsor: City of Hattiesburg

Airport: Hattiesburg - Bobby L. Municipal Airport

Project Number: 3-28-0031-0030-0022

Description of Work: Taxiway A Realignment, Improvements and Signage

Application

49 USC § 47105(d) authorizes the Secretary to require certification from the sponsor that it will comply with the statutory and administrative requirements in carrying out a project under the Airport Improvement Program (AIP). General requirements on the drug-free workplace within federal grant programs are described in 2 CFR part 182. Sponsors are required to certify they will be, or will continue to provide, a drug-free workplace in accordance with the regulation. The AIP project grant agreement contains specific assurances on the Drug-Free Workplace Act of 1988.

Certification Statements

Except for certification statements below marked as not applicable (N/A), this list includes major requirements of the construction project. Selecting "Yes" represents sponsor acknowledgement and confirmation of the certification statement. The term "will" means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance. This list is not comprehensive and does not relieve the sponsor from fully complying with all applicable statutory and administrative standards. The source of the requirement is referenced within parenthesis.

1. A statement has been or will be published prior to commencement of project notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the sponsor's workplace, and specifying the actions to be taken against employees for violation of such prohibition (2 CFR § 182.205).

☒ Yes ☐ No ☐ N/A

2. An ongoing drug-free awareness program (2 CFR § 182.215) has been or will be established prior to commencement of project to inform employees about:

- a. The dangers of drug abuse in the workplace;
- b. The sponsor's policy of maintaining a drug-free workplace;
- c. Any available drug counseling, rehabilitation, and employee assistance programs; and
- d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

☒ Yes ☐ No ☐ N/A

3. Each employee to be engaged in the performance of the work has been or will be given a copy of the statement required within item 1 above prior to commencement of project (2 CFR § 182.210).

☒ Yes ☐ No ☐ N/A

4. Employees have been or will be notified in the statement required by item 1 above that, as a condition employment under the grant (2 CFR § 182.205(c)), the employee will:

- a. Abide by the terms of the statement; and
- b. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction.

☒ Yes ☐ No ☐ N/A

5. The Federal Aviation Administration (FAA) will be notified in writing within 10 calendar days after receiving notice under item 4b above from an employee or otherwise receiving actual notice of such conviction (2 CFR § 182.225). Employers of convicted employees must provide notice, including position title of the employee, to the FAA (2 CFR § 182.300).

☒ Yes ☐ No ☐ N/A

6. One of the following actions (2 CFR § 182.225(b)) will be taken within 30 calendar days of receiving a notice under item 4b above with respect to any employee who is so convicted:

- a. Take appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; and
- b. Require such employee to participate satisfactorily in drug abuse assistance or rehabilitation programs approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency.

☒ Yes ☐ No ☐ N/A

7. A good faith effort will be made, on a continuous basis, to maintain a drug-free workplace through implementation of items 1 through 6 above (2 CFR § 182.200).

☒ Yes ☐ No ☐ N/A

Site(s) of performance of work (2 CFR § 182.230):

Location 1

Name of Location: Hattiesburg - Bobby L. Chain Municipal Airport

Address: 29 Academy Dr., Hattiesburg, MS 39401

Location 2 (if applicable)

Name of Location:

Address:

Location 3 (if applicable)

Name of Location:

Address:

Attach documentation clarifying any above item marked with a "No" response.

Sponsor's Certification

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and additional documentation for any item marked "no" is correct and complete.

Executed on this day of , .

Name of Sponsor:

Name of Sponsor's Authorized Official:

Title of Sponsor's Authorized Official:

Signature of Sponsor's Authorized Official: _____

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.



Project Plans and Specifications

Airport Improvement Program Sponsor Certification

Sponsor: City of Hattiesburg

Airport: Hattiesburg - Bobby L. Municipal Airport

Project Number: 3-28-0031-0030-0022

Description of Work: Taxiway A Realignment, Improvements and Signage

Application

49 USC § 47105(d) authorizes the Secretary to require certification from the sponsor that it will comply with the statutory and administrative requirements in carrying out a project under the Airport Improvement Program (AIP). Labor and civil rights standards applicable to AIP are established by the Department of Labor (www.dol.gov/). AIP Grant Assurance C.1—General Federal Requirements identifies applicable federal laws, regulations, executive orders, policies, guidelines and requirements for assistance under AIP. A list of current advisory circulars with specific standards for procurement, design or construction of airports, and installation of equipment and facilities is referenced in standard airport sponsor Grant Assurance 34 contained in the grant agreement.

Certification Statements

Except for certification statements below marked as not applicable (N/A), this list includes major requirements of the construction project. Selecting "Yes" represents sponsor acknowledgement and confirmation of the certification statement. The term "will" means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance. This list is not comprehensive and does not relieve the sponsor from fully complying with all applicable statutory and administrative standards. The source of the requirement is referenced within parenthesis.

1. The plans and specifications were or will be prepared in accordance with applicable federal standards and requirements, so that no deviation or modification to standards set forth in the advisory circulars, or FAA-accepted state standard, is necessary other than those explicitly approved by the Federal Aviation Administration (FAA) (14 USC § 47105).

☒ Yes ☐ No ☐ N/A

2. Specifications incorporate or will incorporate a clear and accurate description of the technical requirement for the material or product that does not contain limiting or proprietary features that unduly restrict competition (2 CFR §200.319).

☒ Yes ☐ No ☐ N/A

3. The development that is included or will be included in the plans is depicted on the current airport layout plan as approved by the FAA (14 USC § 47107).
- ☒ Yes ☐ No ☐ N/A
4. Development and features that are ineligible or unallowable for AIP funding have been or will be omitted from the plans and specifications (FAA Order 5100.38, par. 3-43).
- ☒ Yes ☐ No ☐ N/A
5. The specification does not use or will not use "brand name" or equal to convey requirements unless sponsor requests and receives approval from the FAA to use brand name (FAA Order 5100.38, Table U-5).
- ☒ Yes ☐ No ☐ N/A
6. The specification does not impose or will not impose geographical preference in their procurement requirements (2 CFR §200.319(b) and FAA Order 5100.38, Table U-5).
- ☒ Yes ☐ No ☐ N/A
7. The use of prequalified lists of individuals, firms or products include or will include sufficient qualified sources that ensure open and free competition and that does not preclude potential entities from qualifying during the solicitation period (2 CFR §319(d)).
- ☒ Yes ☐ No ☐ N/A
8. Solicitations with bid alternates include or will include explicit information that establish a basis for award of contract that is free of arbitrary decisions by the sponsor (2 CFR § 200.319(a)(7)).
- ☒ Yes ☐ No ☐ N/A
9. Concurrence was or will be obtained from the FAA if Sponsor incorporates a value engineering clause into the contract (FAA Order 5100.38, par. 3-57).
- ☒ Yes ☐ No ☐ N/A
10. The plans and specifications incorporate or will incorporate applicable requirements and recommendations set forth in the federally approved environmental finding (49 USC §47106(c)).
- ☒ Yes ☐ No ☐ N/A
11. The design of all buildings comply or will comply with the seismic design requirements of 49 CFR § 41.120. (FAA Order 5100.38d, par. 3-92)
- ☒ Yes ☐ No ☐ N/A
12. The project specification include or will include process control and acceptance tests required for the project by as per the applicable standard:
- a. Construction and installation as contained in Advisory Circular (AC) 150/5370-10.
- ☒ Yes ☐ No ☐ N/A

b. Snow Removal Equipment as contained in AC 150/5220-20.

☐ Yes ☐ No ☒ N/A

c. Aircraft Rescue and Fire Fighting (ARFF) vehicles as contained in AC 150/5220-10.

☐ Yes ☐ No ☒ N/A

13. For construction activities within or near aircraft operational areas(AOA):

a. The Sponsor has or will prepare a construction safety and phasing plan (CSPP) conforming to Advisory Circular 150/5370-2.

b. Compliance with CSPP safety provisions has been or will be incorporated into the plans and specifications as a contractor requirement.

c. Sponsor will not initiate work until receiving FAA's concurrence with the CSPP (FAA Order 5100.38, Par. 5-29).

☒ Yes ☐ No ☐ N/A

14. The project was or will be physically completed without federal participation in costs due to errors and omissions in the plans and specifications that were foreseeable at the time of project design (49 USC §47110(b)(1) and FAA Order 5100.38d, par. 3-100).

☒ Yes ☐ No ☐ N/A

Attach documentation clarifying any above item marked with "No" response.

Sponsor's Certification

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and additional documentation for any item marked "no" is correct and complete.

Executed on this day of , .

Name of Sponsor:

Name of Sponsor's Authorized Official:

Title of Sponsor's Authorized Official:

Signature of Sponsor's Authorized Official: _____

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

Selection of Consultants

Airport Improvement Program Sponsor Certification

Sponsor: City of Hattiesburg

Airport: Hattiesburg - Bobby L. Municipal Airport

Project Number: 3-28-0031-0030-0022

Description of Work: Taxiway A Realignment, Improvements and Signage

Application

49 USC § 47105(d) authorizes the Secretary to require certification from the sponsor that it will comply with the statutory and administrative requirements in carrying out a project under the Airport Improvement Program (AIP). General requirements for selection of consultant services within federal grant programs are described in 2 CFR §§ 200.317-200.326. Sponsors may use other qualifications-based procedures provided they are equivalent to standards of Title 40 chapter 11 and FAA Advisory Circular 150/5100-14, Architectural, Engineering, and Planning Consultant Services for Airport Grant Projects.

Certification Statements

Except for certification statements below marked as not applicable (N/A), this list includes major requirements of the construction project. Selecting "Yes" represents sponsor acknowledgement and confirmation of the certification statement. The term "will" means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance. This list is not comprehensive and does not relieve the sponsor from fully complying with all applicable statutory and administrative standards. The source of the requirement is referenced within parenthesis.

1. Sponsor acknowledges their responsibility for the settlement of all contractual and administrative issues arising out of their procurement actions (2 CFR § 200.318(k)).
☒ Yes ☐ No ☐ N/A
2. Sponsor procurement actions ensure or will ensure full and open competition that does not unduly limit competition (2 CFR § 200.319).
☒ Yes ☐ No ☐ N/A
3. Sponsor has excluded or will exclude any entity that develops or drafts specifications, requirements, or statements of work associated with the development of a request-for-qualifications (RFQ) from competing for the advertised services (2 CFR § 200.319).
☒ Yes ☐ No ☐ N/A

4. The advertisement describes or will describe specific project statements-of-work that provide clear detail of required services without unduly restricting competition (2 CFR § 200.319).
☒ Yes ☐ No ☐ N/A
5. Sponsor has publicized or will publicize a RFQ that:
a. Solicits an adequate number of qualified sources (2 CFR § 200.320(d)); and
b. Identifies all evaluation criteria and relative importance (2 CFR § 200.320(d)).
☒ Yes ☐ No ☐ N/A
6. Sponsor has based or will base selection on qualifications, experience, and disadvantaged business enterprise participation with price not being a selection factor (2 CFR § 200.320(d)).
☒ Yes ☐ No ☐ N/A
7. Sponsor has verified or will verify that agreements exceeding \$25,000 are not awarded to individuals or firms suspended, debarred or otherwise excluded from participating in federally assisted projects (2 CFR § 180.300).
☒ Yes ☐ No ☐ N/A
8. A/E services covering multiple projects: Sponsor has agreed to or will agree to:
a. Refrain from initiating work covered by this procurement beyond five years from the date of selection (AC 150/5100-14); and
b. Retain the right to conduct new procurement actions for projects identified or not identified in the RFQ (AC 150/5100-14).
☒ Yes ☐ No ☐ N/A
9. Sponsor has negotiated or will negotiate a fair and reasonable fee with the firm they select as most qualified for the services identified in the RFQ (2 CFR § 200.323).
☒ Yes ☐ No ☐ N/A
10. The Sponsor's contract identifies or will identify costs associated with ineligible work separately from costs associated with eligible work (2 CFR § 200.302).
☒ Yes ☐ No ☐ N/A
11. Sponsor has prepared or will prepare a record of negotiations detailing the history of the procurement action, rationale for contract type and basis for contract fees (2 CFR § 200.318(i)).
☒ Yes ☐ No ☐ N/A
12. Sponsor has incorporated or will incorporate mandatory contract provisions in the consultant contract for AIP-assisted work (49 U.S.C. Chapter 471 and 2 CFR part 200 Appendix II)
☒ Yes ☐ No ☐ N/A

13. For contracts that apply a time-and-material payment provision (also known as hourly rates, specific rates of compensation, and labor rates), the Sponsor has established or will establish:

- a. Justification that there is no other suitable contract method for the services (2 CFR §200.318(j));
- b. A ceiling price that the consultant exceeds at their risk (2 CFR §200.318(j)); and
- c. A high degree of oversight that assures consultant is performing work in an efficient manner with effective cost controls in place 2 CFR §200.318(j)).

☒ Yes ☐ No ☐ N/A

14. Sponsor is not using or will not use the prohibited cost-plus-percentage-of-cost (CPPC) contract method. (2 CFR § 200.323(d)).

☒ Yes ☐ No ☐ N/A

Attach documentation clarifying any above item marked with "no" response.

Sponsor's Certification

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and additional documentation for any item marked "no" is correct and complete.

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

Executed on this day of

Name of Sponsor:

Name of Sponsor's Authorized Official:

Title of Sponsor's Authorized Official:

Signature of Sponsor's Authorized Official: _____

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

Certification and Disclosure Regarding Potential Conflicts of Interest

Airport Improvement Program Sponsor Certification

Sponsor: City of Hattiesburg

Airport: Hattiesburg - Bobby L. Municipal Airport

Project Number: 3-28-0031-0030-0022

Description of Work: Taxiway A Realignment, Improvements and Signage

Application

Title 2 CFR § 200.112 and § 1201.112 address Federal Aviation Administration (FAA) requirements for conflict of interest. As a condition of eligibility under the Airport Improvement Program (AIP), sponsors must comply with FAA policy on conflict of interest. Such a conflict would arise when any of the following have a financial or other interest in the firm selected for award:

- a) The employee, officer or agent,
- b) Any member of his immediate family,
- c) His or her partner, or
- d) An organization which employs, or is about to employ, any of the above.

Selecting "Yes" represents sponsor or sub-recipient acknowledgement and confirmation of the certification statement. Selecting "No" represents sponsor or sub-recipient disclosure that it cannot fully comply with the certification statement. If "No" is selected, provide support information explaining the negative response as an attachment to this form. This includes whether the sponsor has established standards for financial interest that are not substantial or unsolicited gifts are of nominal value (2 CFR § 200.318(c)). The term "will" means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance.

Certification Statements

1. The sponsor or sub-recipient maintains a written standards of conduct governing conflict of interest and the performance of their employees engaged in the award and administration of contracts (2 CFR § 200.318(c)). To the extent permitted by state or local law or regulations, such standards of conduct provide for penalties, sanctions, or other disciplinary actions for violations of such standards by the sponsor's and sub-recipient's officers, employees, or agents, or by contractors or their agents.

☒ Yes ☐ No

2. The sponsor's or sub-recipient's officers, employees or agents have not and will not solicit or accept gratuities, favors or anything of monetary value from contractors, potential contractors, or parties to sub-agreements (2 CFR § 200.318(c)).

☒ Yes ☐ No

3. The sponsor or sub-recipient certifies that it has disclosed and will disclose to the FAA any known potential conflict of interest (2 CFR § 1200.112).

☒ Yes ☐ No

Attach documentation clarifying any above item marked with "no" response.

Sponsor's Certification

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and have the explanation for any item marked "no" is correct and complete.

Executed on this day of , .

Name of Sponsor:

Name of Sponsor's Authorized Official:

Title of Sponsor's Authorized Official:

Signature of Sponsor's Authorized Official: _____

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.



Memorandum

To: Mayor Toby Barker and Members of City Council

From: Laken Camp, Grants Coordinator

cc: Peggy Sealy, Chief of Police

Date: Tuesday, September 20, 2022

Re: Authorize the submission of a grant application to the Firehouse Subs Public Safety Foundation in the amount of \$40,400.00 to purchase in-car computers or Mobile Data Terminals (MDTs) for the Hattiesburg Police Department.
File Number: 2022-676
Minute Book #

Summary

Firehouse Subs Public Safety Foundation Grant Application

Recommendation Statement

I recommend authorization of the submission of a grant application to the Firehouse Subs Public Safety Foundation in the amount of \$40,400.00 to purchase in-car computers or Mobile Data Terminals (MDTs) for the Hattiesburg Police Department.

Please place this on the September 20, 2022 City Council meeting for consideration.

SAMPLE- Visit FirehouseSubsFoundation.org to apply online.



Firehouse Subs Public Safety Foundation
Grant Application

SAMPLE

SAMPLE- Visit FirehouseSubsFoundation.org to apply online.
Congratulations! Your organization has met Firehouse Subs Public Safety Foundation's pre-qualification criteria to be considered for a grant.
STOP HERE & PRINT THIS PAGE.
You will not be able to return to this page.

Thank you for your interest in Firehouse Subs Public Safety Foundation, where we are committed to giving back to communities by supporting first responders and public safety organizations with lifesaving equipment and funding resources.

PLEASE APPLY EARLY

IMPORTANT: A maximum of 600 grant applications are accepted on a quarterly basis. Once the maximum number of applications is met, the site will close for the remainder of the quarter.

- *Applications are considered on a quarterly basis ALL approvals and denials will be emailed to applicants within two months after the grant deadline. Please do not email our Foundation regarding the status of your application.*
- **DO NOT** send email inquiries to the Firehouse Subs Care Center or through the Firehouse Subs EMS survey.
- **DO NOT** phone the Firehouse Subs main office or Firehouse Subs restaurants with grant inquiries.

The grant process is a partnership. We greatly appreciate your cooperation and compliance.

SAMPLE- Visit FirehouseSubsFoundation.org to apply online.

APPLICATION GUIDELINES AND REQUIRED ATTACHMENTS

STOP HERE & PRINT THIS PAGE.

You will not be able to return to this page.

Please prepare the following attachments before you continue. We cannot consider your application if any of the required information is missing.

- **Background/History**

- Brief history of your department or organization, and how this grant will benefit your community

- **Vendor Equipment Quote/Bid**

You must provide an official vendor quote with the following information for your grant request to be considered. Submitted quotes MUST meet the requirements below, please read carefully:

- Vendor sales representative first and last name must be included on quote
- Vendor email address must be included on quote
- The name & *physical* address of your organization must be included
- The first and last name of a contact person from your organization must be included
- Only one vendor quote can be submitted. Your application will not be considered if more than one quote is submitted.
- Quotes must be itemized
- Online quotes will not be accepted
- Must be dated within six months of the application deadline
- Must contain *only* the item(s) pertaining to your grant request
- The total dollar amount and equipment quantities in the vendor quote **MUST MATCH** the total that your department is requesting on the application
- Include sales tax and freight charges, if applicable. Firehouse Subs Public Safety Foundation will not be responsible for additional shipping costs or tax not included in the quote.
- Maintenance plans and extended warranties are not permissible
- Firehouse Subs Public Safety Foundation will not be responsible for restocking fees or costs related to errors within your quote

Note: When requesting a quote/bid from a vendor, please share our quote requirements and notify them that you are applying for a grant from our Foundation.

Most Recent Financial Information

Financials must show revenue and expenses and list the name of your organization, city or county.

One of the following options must be submitted:

- A recent - within one month - Balance Sheet which consists of Assets and Liabilities
- A recent - within one month - Profit & Loss Statement also called an Income Statement
- A current year annual budget showing projected income and expenses
- A previous year audit or 990

- **Equipment Inventory**

Inventory documentation must list the name of your organization.

- Equipment inventory is required for first responder organizations only. If your organization does not have apparatus, vehicles or specialized equipment, please attach a document noting that the organization does not have any applicable inventory.
- First Responder Organizations: Please include a list of apparatus, vehicles and other specialized equipment. The lists we receive vary in length depending on the size and

SAMPLE- Visit FirehouseSubsFoundation.org to apply online.
type of organization. (For example, include items such as vehicles, extrication equipment, breathing devices, and personal protective equipment/PPE)

- **Internal Revenue Service Form W-9 (Rev. October 2018)**
 - *Please contact your accounting department or treasurer to obtain a completed W-9 form. Your application will not be considered if any of the following sections of your W-9 are missing.*
 - Name as shown on your income tax return
 - Entity Name, *if different from line 1*
 - Federal Tax Classification (including Other explanation if required)
 - Exempt payee code (if any)
 - Address
 - City, State & Zip Code
 - Employer ID Number (EIN)
 - Signed by an official of the organization
 - Dated no more than one year from the submission date of this application

CLICK HERE to preview samples of completed W-9 forms.

FREQUENTLY ASKED QUESTIONS & TIPS

*STOP HERE & PRINT THIS PAGE.
You will not be able to return to this page.*

Please Apply Early. A maximum of 600 applications are accepted on a quarterly basis.
Please **do not** contact area restaurants or Firehouse Subs Care center with grants questions.

What does the Firehouse Subs Public Safety Foundation support?

Our Mission is to impact the lifesaving capabilities, and the lives of local heroes and their communities by providing lifesaving equipment and prevention education tools to first responders, non-profits and public safety organizations. All requests must fall within our funding guidelines via firehousesubsfoundation.org/about-us/funding-areas.

Are there items that your Foundation does not support?

All requests must fall within our funding guidelines found on our website via firehousesubsfoundation.org/about-us/funding-areas. Examples of items that are not supported by our board of directors include:

- body cameras
- building exhaust removal systems
- crash data boxes
- dash cams
- drones and drone accessories
- exercise equipment
- guns/firearms/use of force equipment, riot gear, laser pointers (designators) & tasers
- inflatable bounce houses
- license plate readers
- Narcan & TruNar analyzers
- Cardiac Science Powerheart G3 AEDs & Philips FR3 AEDs
- Polar Breeze thermal rehabilitation systems
- portable message signs
- power load stretchers

SAMPLE- Visit FirehouseSubsFoundation.org to apply online.

- promotional items including apparel, costumes & Pluggie the fire plug/Sparky the Fire Dog robots
- radar detectors
- recording devices
- refurbished equipment
- security systems & surveillance equipment
- stop sticks
- throw bots
- traffic road barriers

Who can apply for this grant?

Fire Departments, law enforcement, EMS, municipal & state organizations, public safety organizations, non-profits and schools are encouraged to apply for lifesaving equipment.

If my organization has received a grant award from Firehouse Subs Public Safety Foundation in the past, when can we reapply?

We ask that grant recipients wait a minimum of two years from the date of approval before reapplying.

Does the Foundation provide reimbursements for purchased equipment?

No. If your organization has already purchased the equipment and is seeking reimbursement, please do not apply.

What are the most common reasons a grant application is marked incomplete?

- Quote is missing the required contact information and/or is not itemized
- Financials are outdated and/or do not include both revenues and expenses
- Alternate contact information is the same contact information as the main contact information
- The name of the organization is missing on the inventory and/or financials
- W9 form is missing the required information

Can my organization submit multiple grant applications?

The Foundation does not accept more than one grant request per organization each quarter. If your organization receives a grant, please wait a minimum of two years from the date of approval to apply again.

Is the Firehouse Subs Public Safety Foundation grant a matching grant?

There are no matching funds involved in our organization's grants program.

If my request is more or less than \$20,000 will it be considered?

\$15,000-\$25,000 is a guideline. Requests exceeding \$50,000 will be denied.

What financial information should we provide?

Financials must show revenue and expenses and list the name of your organization, city or county. One of the following options must be submitted:

- A recent - within one month - Balance Sheet which consists of Assets and Liabilities
- A recent - within one month - Profit & Loss Statement also called an Income Statement
- A current year annual budget showing projected income and expenses
- A previous year audit or 990

What is needed for the required vendor quote/bid attachment?

SAMPLE- Visit FirehouseSubsFoundation.org to apply online.

You must provide an official vendor quote with the following information for your grant request to be considered. Submitted quotes MUST meet the requirements below, please read carefully:

- Vendor sales representative first and last name must be included on quote
- Vendor email address must be included on quote
- The name & *physical* address of your organization must be included
- The first & last name of a contact person from your organization must be included
- Only one vendor quote can be submitted. Your application will be marked incomplete if more than one quote is submitted.
- Quote must be itemized
- Online quotes will not be accepted
- Must be dated within six months of the application deadline
- Must contain *only* the item(s) pertaining to your grant request
- The total dollar amount and equipment quantities in the vendor quote **MUST MATCH** the total that your department is requesting on the application
- Include sales tax if applicable and freight charges, if applicable. Firehouse Subs Public Safety Foundation will not be responsible for additional shipping costs or sales tax not included in the submitted quote.
- The cost of maintenance plans and extended warranties are not permissible
- Firehouse Subs Public Safety Foundation will not be responsible for restocking fees or costs related to errors within your quote

Note: When requesting a quote/bid from a vendor, please share our quote requirements and notify the vendor that you are applying for a grant from our Foundation.

What inventory information should I provide?

Equipment inventory is required for first responder organizations only. If your organization does not have apparatus, vehicles or specialized equipment, please attach a document noting that the organization does not have any applicable inventory, and include the name of your organization on the document.

For first responders: The inventory documentation must list the name of your organization. Please include a list of apparatus, vehicles and other specialized equipment, if applicable. The lists we receive vary in length depending on the size and type of organization. (For example, include items such as vehicles, extrication equipment, breathing devices, and personal protective equipment/PPE).

If my department is located more than 60 miles from a Firehouse Subs restaurant, should I still apply?

Our Foundation focuses its resources in areas served by Firehouse Subs restaurants, however, we recognize the need of rural and volunteer departments throughout the country, and will consider applications outside of the 60-mile guideline.

When can we expect to find out if our grant has been approved or denied?

Grant award notifications will be emailed to ALL applicants within two months after the grant deadline. Please do not contact the Foundation, restaurants or the Firehouse Subs Care Center with questions regarding your grant status.

Does Firehouse Subs Public Safety Foundation fund requests for "use of force"?

Firehouse Subs Public Safety Foundation does not accept grant requests for "use of force" items such as guns, tasers, riot gear, or firearm simulators.

Does the Foundation only work with specific equipment vendors?

No, the Firehouse Subs Public Safety Foundation does not endorse any specific equipment vendor or brand.

SAMPLE- Visit FirehouseSubsFoundation.org to apply online.

Our goal is to provide the equipment that best fits the needs of our recipients, at the best possible price, to enable us to help more organizations.

Does the Foundation fund requests for refurbished equipment?

We do not accept grant requests for refurbished or pre-owned equipment.

Does the Foundation fund requests for patent-pending equipment?

We do not accept grant requests for patent-pending products.

Does the Foundation accept requests for partial funding?

We will consider requests for partial funding, however, the balance of funds must be secured and outlined within your grant request. Documentation of partial funding must be included as part of your background/history attachment.

We are unable to provide any additional assistance due to the volume of applications received daily. For technical questions, please email Foundation@FirehouseSubs.com.

Firehouse Subs Public Safety Foundation Scholarships Program FAQs

How can an individual apply for a Firehouse Subs Public Safety Foundation scholarship?

The scholarship program is open to community members as well as Firehouse Subs employees planning to enroll in a part-time or full-time firefighter, law enforcement or emergency medical (paramedic or EMT) program at an accredited two- or four-year college, university or vocational technical school for the upcoming academic year. Click [here](#) to learn more.

How can accredited schools apply for scholarship funding?

Accredited schools can apply for scholarship funding in support of firefighter, law enforcement or emergency medical (paramedic or EMT) programs by completing the online grant applications via grants.firehousesubs.com.

We are unable to provide any additional assistance due to the volume of applications received daily. For technical questions, please email Foundation@FirehouseSubs.com.

SAMPLE- Visit FirehouseSubsFoundation.org to apply online.

ACCOUNT REGISTRATION

Applicant First Name* Neal

Applicant Last Name* Rockhold

Applicant Title* Lieutenant / Fleet Manager

Email* nrockhold@hattiesburgms.com (we prefer an official email address for your organization/department)

Applicant Cell Phone Number * 601-506-4988

*Please note, this information cannot be edited once submitted.

APPLICANT and DEPARTMENT INFORMATION

Firehouse Subs Public Safety Foundation

Grant Application

Organization/Department: (this must be your organization's official name) Hattiesburg Police Dept.

Department Tax ID # (xx-xxxxxxx): _____

Mailing Address 1: P.O. Box 1898

Mailing Address 2: _____

City, State & Zip Code: Hattiesburg, MS 39401

Shipping Address: 701 James Street Hattiesburg, MS 39401

Organization Phone Number: 601-545-4900

Organization Phone Extension: _____

Applicant Cell Phone Number: 601-506-4988

Secondary Applicant* First and Last Name: (must be different from main applicant first & last name)

Eric Prunx

Secondary Applicant* Cell Phone Number: (must be different from main applicant phone number) _____

601-606-5174

Secondary Applicant* Extension: _____

Secondary Applicant* Email Address: (must be different from main applicant email) EPrunx@hattiesburgms.com

* Contact information for **two separate individuals** must be included in order for your application to be considered.

Communities Served: City of Hattiesburg

Population: 49,278

SAMPLE- Visit FirehouseSubsFoundation.org to apply online.

Number of Runs/Calls for Service per Year (for fire, EMS and police only): 83,757

Local Approval Pre-Qualifications (Select the option that applies to your department/organization)

- ☐ As required by our community, this request has been presented and approved by our local government as part of our process when applying for external funding.
- ☐ Our jurisdiction requires approval from local officials once the award is granted.
- ☐ Our jurisdiction does not require pre-approval from local officials.

SAMPLE

SAMPLE- Visit FirehouseSubsFoundation.org to apply online.

APPLICATION REQUEST INFORMATION

Please select the type of grant you are requesting:

☒ **Equipment Donation/Prevention Education Items**

☐ **Scholarships/Continuing Education**

- Please note, our Foundation only reviews scholarship/continuing education grants connected with accredited schools
- For all-terrain wheelchair grant applications, email foundation@firehousesubs.com to request a paper all-terrain wheelchair grant application, and please title the email All-Terrain Wheelchair Grant Request

EQUIPMENT DONATION/PREVENTION EDUCATION ITEMS

The Foundation will determine the procurement method if your grant is approved. The equipment purchase will be implemented in one of two ways:

1) The Foundation Team will purchase the requested equipment on your behalf, and the vendor will ship it directly to your organization. Upon delivery, you must email a *signed & dated* copy of the packing slip to the Foundation.

OR

2) You will receive a Memo of Understanding from the Foundation. Once it is signed by both parties, you will receive funding via ACH Transfer to make your purchase according to the approved vendor quote. After you receive your equipment, you must email *signed and dated* copies of all invoices to the Foundation within one week of delivery.

What Equipment are you requesting? Please include the quantity of each item. 10 panasonic toughbooks,

10 panasonic service packages, 10 docking stations, 10 car power adapters

Vendor company name: Howard Technology Solutions

Sales representative first and last name: Dylan Miles

Sales representative email address: dmiles@howard.com

What is the TOTAL cost of the equipment?

Include sales tax and shipping, where applicable. Requests exceeding \$50,000 will not be accepted.

40,400.00

☒ I understand that in order to be considered for funding, the total dollar amount and equipment quantities listed on the submitted quote/bid must match the total above.

Has your department applied for this specific request in the past and been denied?

Yes ☒ No : thank

If yes, how many times, prior to this application, has this request been submitted? _____

Briefly explain how the equipment will benefit your community and your department.

see attached Word Document

This would have a direct impact on more than 12,891 children and 5,869 senior citizens in our community. (For prevention education items.)

SAMPLE- Visit FirehouseSubsFoundation.org to apply online.

COMMUNITY IMPACT

Have you unsuccessfully reached out to the city for funds to purchase the equipment?

NO - city only provided 10

Was there a particular instance where a life would have been positively impacted if you would have had the equipment available?

NO

What positive effects will the equipment specifically have? Please describe how the requested equipment or funding would benefit your local community. We ask that you do not cite national statistics.

See work document

SCHOLARSHIPS/CONTINUED EDUCATION REQUESTS

Please note:

Our Foundation only reviews scholarships/continuing education grants connected with accredited schools.

For all-terrain wheelchair grant applications, please email foundation@firehousesubs.com to request a paper All-Terrain Wheelchair Grant Request.

If you are requesting funds for scholarships or continued education:

How do you plan to use the funds requested? _____

What is the amount of funding you are requesting? _____

How many scholarships would the requested funding provide? _____

Please describe the selection and distribution process for the requested scholarship funding. _____

Has your department applied for this specific request in the past and been denied? Yes _____ No _____

If yes, how many times, prior to this application, has this request been submitted? _____

Please provide a detailed description of how the funding will assist your organization: _____

SAMPLE- Visit FirehouseSubsFoundation.org to apply online.

COMMUNITY IMPACT

What positive effects will the funds specifically have? Please describe how the requested funding would benefit your local community. We ask that you do not cite national statistics.

FIREHOUSE SUBS RELATIONSHIP

Address of Firehouse Subs location nearest you:

2401 Hardy Street Hattiesburg, MS 39401

How far is this location from your department? 2.8 Miles

How did you hear about our organization? Department Contacts

Has your department received funding from Firehouse Subs Public Safety Foundation in the past two years?

This information will be verified, if submitted incorrectly it will result in an automatic denial. ☒ Yes ☐ No

It is strongly recommended and greatly appreciated that your organization acknowledges the donation by displaying our Foundation logo on donated items/equipment whenever possible. Please note that the artwork will need to be approved by our Foundation team before being displayed.

If approved for funding we may facilitate a media presentation/press event at a local Firehouse Subs restaurant to demonstrate the equipment and acknowledge the donation. It may take up to a year depending on location and donation delivery timeframe. In the meantime, we ask that any immediate media announcements regarding the grant award be approved by the Foundation.

By applying, you grant Firehouse Subs Public Safety Foundation (the "Foundation") permission to use your organization's name and identifying trademarks in connection with this application and in connection with the Foundation's solicitations for support.

Initial Acceptance

PIO (Public Information Officer) Name: Ryan Moore

(If you do not have a PIO, please list a contact for event planning and publicity. This individual will need to be readily available by email and phone.)

PIO e-mail: rmoore@hattiesburg.ms.com PIO phone number: 601-447-7766

SAMPLE- Visit FirehouseSubsFoundation.org to apply online.

FIREHOUSE SUBS PUBLIC SAFETY FOUNDATION
PRINT/VIDEO RELEASE

Applicant First and Last Name: _____

Applicant Organization: _____

Date: _____

The undersigned representing the organization listed above, and its members, hereby grants Firehouse Subs Public Safety Foundation, Inc., Firehouse Restaurant Group, Inc. (including its subsidiaries and affiliates) and its officers, directors, nominees, designees, successors, and assigns (hereinafter called "Producer"), permission to use, assign, convey, reproduce, copyright, and publish images or visual likenesses, names, and/or voices ("Personal Information") in any video, photograph, sound or other recording, and/or other media for commercial, informational, educational, advertising, or promotional purposes.

I hereby waive any right that I may have to inspect or approve the finished product or the advertising copy which may be used in connection therewith, or the use to which it may be applied.

I hereby release, discharge, and agree to hold harmless Producer from any liability of any nature or description by virtue of any use whatsoever of my Personal Information, whether intentional or otherwise, including but not limited to any change that may occur or be produced in the taking of said pictures or images or in the recording of any sound, or in any processing in connection with the completion of the finished product.



I Accept the Terms of the Agreement

SAMPLE- Visit FirehouseSubsFoundation.org to apply online.

APPLICATION CHECKLIST

Before submitting, please check that your application has been submitted completely by reviewing the checklist below. Your application will not be considered if any of information requested throughout the application is missing.

Applicant & Alternate Contact Information

- Main applicant contact information must differ from alternate contact information
 - First and last name, email address and phone number must differ

Background/History Attachment

- Has the following documentation been submitted?
- Background/History- Brief history of your department or organization, and how this grant will benefit your community

Vendor Equipment Quote/Bid

- Does the submitted vendor equipment quote/bid include the following information?
 - Vendor sales representative first and last name
 - Vendor email address
 - The name & *physical* address of your organization
 - The first & last name of a contact person from your organization
 - Only one vendor quote has been submitted
 - The quote must be itemized
 - The quote is dated within six months of the application deadline
 - The quote *only* includes item(s) pertaining to your grant request
 - The total dollar amount and equipment quantities in the vendor quote **MATCH** the total that your department is requesting
 - Include sales tax if applicable and freight charges, if applicable. Firehouse Subs Public Safety Foundation will not be responsible for additional shipping costs or sales tax not included in the submitted quote.
 - Sales tax and freight charges are included, if applicable

Please note: The cost of maintenance plans and extended warranties are not permissible and should not be included in submitted quotes.

Most Recent Financial Information

- Does the submitted financial information include the following information?
 - The organization, city or county name
 - Both revenue and expenses
 - One of the following:
 - A recent - within one month - Balance Sheet which consists of Assets and Liabilities
 - A recent - within one month - Profit & Loss Statement also called an Income Statement
 - A current year annual budget showing projected income and expenses
 - A previous year audit or 990

Equipment Inventory

- Does the submitted equipment inventory include the following information?
 - Organization name
 - A list of your organization's apparatus, vehicles and other specialized equipment

NOTE: Equipment inventory is only required for first responder organizations. If your organization does not have apparatus, vehicles or specialized equipment, please ensure a document is attached noting the organization does not have any applicable inventory.

SAMPLE- Visit FirehouseSubsFoundation.org to apply online.

Internal Revenue Service Form W-9 (Rev. October 2018)

- Does the submitted W-9 include the following requirements?
 - Name as shown on your income tax return
 - Entity Name, *if different from line 1*
 - Federal Tax Classification (including Other explanation if required)
 - Exempt payee code (if any)
 - Address
 - City, State & Zip Code
 - Employer ID Number
 - Signed by an official of the organization
 - Dated no more than one year from the submission date of this application

Justification for Police Laptops for Firehouse Subs Grant

Grant applied for: FIREHOUSE SUBS PUBLIC SAFETY FOUNDATION

Funding Area: Lifesaving Equipment

In-car computers of Mobile Data Terminals (MDTs) provide law enforcement officers with a multitude of tools to increase officer safety and aide the public in emergency situations. MDTs provide the following:

- Access to Computer Aided Dispatch (CAD)
- Access to Criminal Justice Information Services (CJIS)
- Access to Report Management System (RMS)
- Access to internet databases

CAD allows for communication of calls for service from dispatchers to officers. Officers are provided with detailed information regarding each call, including cross streets and directions to the address from their current location. All officers are able to view CAD notes for every call and can self-dispatch themselves if they see that they are close to the incident. This easily helps decrease response time for officers, resulting in emergency services being provided to citizens more rapidly. In addition to increased citizen safety, the location of all officers is logged in CAD and available for everyone on the network to view. With large cities, come large call volumes and officers are not able to keep track of each other on every call. With access to CAD, officers maintain situational awareness of each other and are able to respond quickly if the officer is in trouble and needs assistance.

CJIS gives officers the ability to access an individual's criminal record or obtain a status on a stolen item or vehicle. Officers with CJIS access are able to positively identify whoever they are in contact with and verify if they are a wanted individual. This gives the officer a discreet means of identifying whether or not they need assistance without it being broadcast over the radio for the suspect to hear. When a wanted subject's information is run by the officer, an alert will be broadcast to other officers in the area to inform them that someone is out with a wanted person. CJIS also notifies the officer if another agency has been searching this same person, allowing for multi-jurisdictional cooperation.

With an in-car computer, officers are able to access their report management system to write reports from their vehicles. This means that officers, who take upwards of twelve to fifteen reports a day, do not have to leave their areas to go to the police station or a sub-station to complete paperwork. This further decrease overall police response time to emergencies by giving officers the ability to always man each police beat. Access to RMS also gives officers historical information on each person, vehicle and property that has been entered into the system. This aides in solving crimes and improving investigations with said information.

Access to internet databases gives officers the ability to search narcotics databases to identify unknown pills, increasing officer safety by avoiding handling potentially dangerous substances. Officers can also access state license plate readers and recover stolen vehicles more efficiently.

In conclusion, the ability to bolster the department's access to in-car computers absolutely increases the public's safety as well as the officer's safety. Officers are able to more effectively and efficiently carry out their duties and provide valuable lifesaving services with these computers.

Phone: 1.888.912.3151
Fax: 1.601.399.5077
Online: www.howardcomputers.com



Howard Computers
P.O. Box 1588
Laurel, MS 39441

Online Quotation

Quote No:	JB13 1216338.00	Quote Date:	June 24, 2022
Customer Name:	Eric Proulx	Phone Number:	6015454565
Company Name:	City of Hattiesburg	Fax Number:	
Quote Name:	Panasonic		

Item 1

Category	Description	Qty.	Unit Price	Ext. Price
System Type:	Accessories			
1:	FZ-55 WIN10 PRO (WIN11 DG), INTEL CORE I5-1145G7 (UP TO 4.4GHZ), VPRO, 14.0 FHD 1000 NIT GLOVED MULTI TOUCH, 16GB, 512GB OPAL SSD, INTEL WI-FI 6 MPN: FZ-55FZ-12KM Contract(s): EPL 3760	10	\$2,703.00	\$27,030.00
2:	Panasonic Public Sector Service Package - Extended service agreement - parts and labor - 2 years (4th/5th year) - must be purchased in conjunction with PS bundle base unit MPN: CF-SVCPSY5 Contract(s): EPL 3760	10	\$581.00	\$5,810.00
3:	Havis HA-55LVD0 - Docking station - for Toughbook 54, 55 MPN: HA-55LVD0 Contract(s): EPL 3760	10	\$624.00	\$6,240.00
4:	LIND PA1580-1642 - Car power adapter - 120 Watt - for Toughbook 19, 31, F9 MPN: CF-LNDDC120 Contract(s): EPL 3760	10	\$132.00	\$1,320.00

Sub-Total:	\$40,400.00
Shipping & Handling :	Included
Taxes:	Tax Exempt
Total for Item 1:	\$40,400.00

This quote will expire July 24, 2022.
To expedite your order, please include your quote number with your Purchase Order.

Total for all pre-configured items

Sub-Total:	\$40,400.00
Shipping & Handling :	Included
Taxes:	Tax Exempt
Total:	\$40,400.00

Notes:

Pricing and availability subject to change without notice. Packaging, Shipping, and Handling fees are not included unless specifically stated. Prices and lease payments do not include applicable taxes. Ship dates are approximations and are not guarantees. Quick ship items not available in Alaska, Hawaii, or outside the United States. Specific state laws may affect shipment of products.

Any order for kiosks must be canceled prior to 21 days from the scheduled date of shipment to avoid incurring a 50% cancellation fee. Any cancellation made within that 21-day window will automatically incur a charge equivalent to 50% of the total kiosk order

being canceled.

Howard reserves the right to charge a 25% restocking fee for cancellation of a purchase order after Howard has commenced fulfillment of the order. Howard may, with notice, cancel any purchase order at any time without any liability to the Purchaser. Howard reserves the right to charge the Purchaser full purchase price for delaying shipment of a purchase order for an extended period of time which then results in the cancellation of said order.

Given the current uncertainties related to international trade, Howard hereby reserves the right to unilaterally revise the prices quoted herein in the event its manufacturing or procurement costs for such goods increase due to the imposition by the United States or any other country of new or higher tariff(s) or of any other similar tax, fee or charge.

If Purchaser fails to pay any invoice in full within the time quoted herein, Howard may, without notice, accelerate the due date of all outstanding invoices and require that all outstanding invoices, including any interest thereon, be immediately due and payable in full.

Howard's product warranties and return policies and related information, which are available at <https://www.howardcomputers.com/support/warranties.cfm> and <https://www.howardcomputers.com/support/returnpolicy.cfm>, are fully adopted and incorporated herein by reference. These may also be obtained by calling 1-888-912-3151 or emailing webmaster@howardcomputers.com.

THIS QUOTATION IS EXPRESSLY LIMITED TO, AND EXPRESSLY MADE CONDITIONAL ON, PURCHASER'S ACCEPTANCE OF THE TERMS SET FORTH OR INCORPORATED HEREIN; HOWARD OBJECTS TO ANY DIFFERENT OR ADDITIONAL TERMS.

YEAR-TO-DATE BUDGET REPORT

FOR 2022 11

			ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001001 REVENUES									
20 REVENUES									
001001	206500	HOUSING AUTHORITY	-21,000	-21,000	-14,830.53	.00	.00	-6,169.47	70.6%
001001	206600	MERCHANTS COMPANY	0	0	-1,000.00	.00	.00	1,000.00	100.0%
001001	220100	GAS RETAIL LICENSE F	0	0	-45.00	-25.00	.00	45.00	100.0%
TOTAL REVENUES			-21,000	-21,000	-15,875.53	-25.00	.00	-5,124.47	75.6%
22 LICENSES & PERMITS									
001001	220000	PRIVILEGE LICENSES	-140,000	-140,000	-120,122.03	-14,405.25	.00	-19,877.97	85.8%
001001	221100	ELECTRICAL FRANCHISE	-3,030,000	-3,030,000	-2,882,057.44	-3,709.89	.00	-147,942.56	95.1%
001001	221200	SOLID WASTE OPER/FRA	-154,000	-154,000	-153,969.24	-21,473.32	.00	-30.76	100.0%
001001	221400	FIBER INFRASTRUCTURE	0	0	-8,225.47	.00	.00	8,225.47	100.0%
001001	221500	GAS FRANCHISE	-160,000	-160,000	-184,914.50	.00	.00	24,914.50	115.6%
001001	221800	CSPIRE FIBER-TELEPAK	-1,000	-1,000	-3,646.27	-1,035.73	.00	2,646.27	364.6%
001001	221900	CABLE T.V. FRANCHISE	-390,000	-390,000	-338,699.88	-84,143.30	.00	-51,300.12	86.8%
001001	222100	BUILDING PERMIT/INSP	-340,000	-340,000	-408,683.00	-29,776.00	.00	68,683.00	120.2%
001001	222300	SIGN PERMIT	-18,000	-18,000	-16,714.00	-677.00	.00	-1,286.00	92.9%
001001	222400	LAND CODE ENFORCEMEN	-15,000	-15,000	-12,970.00	-905.00	.00	-2,030.00	86.5%
001001	222500	GAS & PLUMBING	-12,000	-12,000	-7,100.00	-400.00	.00	-4,900.00	59.2%
001001	222600	ELECTRICAL INSPECTIO	-14,000	-14,000	-9,324.00	-714.00	.00	-4,676.00	66.6%
001001	222700	DEMOLITION PERMIT	-2,000	-2,000	-1,200.00	-50.00	.00	-800.00	60.0%
001001	222800	HOUSE MOVING	-1,000	-1,000	-1,400.00	-150.00	.00	400.00	140.0%
001001	223400	PROPERTY CLEAN-UP CO	-155,008	-155,008	-65,988.04	-17,364.53	.00	-89,019.96	42.6%
001001	223600	WRECKER REGISTRATION	-500	-500	-400.00	-25.00	.00	-100.00	80.0%
001001	223700	BURN OR MISC FIRE PE	-2,100	-2,100	-1,500.00	.00	.00	-600.00	71.4%
001001	223800	AMBULANCE PERMIT	0	0	-900.00	.00	.00	900.00	100.0%
001001	223900	TRANSIENT VENDOR FEE	0	0	-1,375.00	.00	.00	1,375.00	100.0%
001001	224500	ZONING CERTIFICATE F	-10,000	-10,000	-12,150.00	-425.00	.00	2,150.00	121.5%
001001	225500	CONTRACTOR LICENSE F	0	0	-250.00	.00	.00	250.00	100.0%
001001	229000	NSF CHECK FEE	-200	-200	-80.00	.00	.00	-120.00	40.0%
001001	229900	MISC. PERMITS & FEES	-40,000	-40,000	-70,573.00	-16,066.00	.00	30,573.00	176.4%
TOTAL LICENSES & PERMITS			-4,484,808	-4,484,808	-4,302,241.87	-191,320.02	.00	-182,566.13	95.9%
23 FEDERAL GRANTS									
001001	230100	HHS.-SAMHSA GRANT	0	-385,230	-145,973.81	-59,168.88	.00	-239,256.19	37.9%

YEAR-TO-DATE BUDGET REPORT

FOR 2022 11

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001001 230600 JUST.-TREAS(ATF)	0	0	-94.24	-94.24	.00	94.24	100.0%
001001 230700 JUST.-OTHER	-15,600	-15,600	-3,235.96	.00	.00	-12,364.04	20.7%
001001 231100 JUST.-BYRNE GRANTS	-36,808	-36,808	-2,700.00	.00	.00	-34,108.00	7.3%
001001 231700 JUST.-UNIVERSAL COPS	-65,979	-65,979	-6,153.22	-570.28	.00	-59,825.78	9.3%
001001 232100 HHS-HIDTA NARCOTICS	-27,580	-27,580	-14,732.58	.00	.00	-12,847.42	53.4%
001001 233700 FEMA RELIEF	-700,000	-700,000	-121,160.34	.00	.00	-578,839.66	17.3%
TOTAL FEDERAL GRANTS	-845,967	-1,231,197	-294,050.15	-59,833.40	.00	-937,146.85	23.9%
25 STATE GRANTS							
001001 251500 POLICE ACADEMY REIMB	0	0	-43,200.00	.00	.00	43,200.00	100.0%
001001 251800 SOLID WASTE GRANT	-75,000	-75,000	-75,000.00	.00	.00	.00	100.0%
001001 252600 STOP VIOLENCE GRANT	-34,850	-41,748	-25,488.18	-1,982.36	.00	-16,259.82	61.1%
001001 2526MC STOP VIOLENCE-MUNI C	0	-70,526	-24,156.47	-24,156.47	.00	-46,369.53	34.3%
001001 252700 ALCOHOL INCENTIVE	-85,900	-85,900	-34,216.21	.00	.00	-51,683.79	39.8%
001001 254500 DISASTER RELIEF	0	0	-25.00	.00	.00	25.00	100.0%
TOTAL STATE GRANTS	-195,750	-273,174	-202,085.86	-26,138.83	.00	-71,088.14	74.0%
26 STATE-SHARED REVENUE							
001001 260000 GENERAL SALES TAX	-23,500,000	-23,500,000	-24,999,892.85	-2,354,092.08	.00	1,499,892.85	106.4%
001001 260100 CITY UTILITY TAX	-8,000	-8,000	-26,867.47	-2,276.84	.00	18,867.47	335.8%
001001 261000 ALCOHOLIC BEV. LICEN	-140,000	-140,000	-148,205.07	-10,725.00	.00	8,205.07	105.9%
001001 267000 MPO-METROPOLITAN PLA	-373,063	-373,063	-94,093.02	.00	.00	-278,969.98	25.2%
TOTAL STATE-SHARED REVENUE	-24,021,063	-24,021,063	-25,269,058.41	-2,367,093.92	.00	1,247,995.41	105.2%
27 CITY-CTY SHARED REV							
001001 270900 LAMAR/FORREST-HAZ.WA	0	0	-7,554.39	-4,836.18	.00	7,554.39	100.0%
TOTAL CITY-CTY SHARED REV	0	0	-7,554.39	-4,836.18	.00	7,554.39	100.0%
28 PUBLIC SAFETY							
001001 285500 CRIME SCENE UNIT CON	-40,000	-40,000	-50,000.00	-15,000.00	.00	10,000.00	125.0%

YEAR-TO-DATE BUDGET REPORT

FOR 2022 11

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001001 287000 POLICE/FIRE-SPECIAL	-380,000	-380,000	-134,527.40	-9,364.00	.00	-245,472.60	35.4%
001001 288300 US MARSHALL O/T REIM	-12,000	-12,000	-8,858.74	.00	.00	-3,141.26	73.8%
TOTAL PUBLIC SAFETY	-432,000	-432,000	-193,386.14	-24,364.00	.00	-238,613.86	44.8%
29 STR-SAN CHARGES							
001001 291000 PARKING METERS	0	0	-702.75	-34.20	.00	702.75	100.0%
001001 295100 RECYCLING PICK UP	-115,000	-115,000	-101,209.46	-9,377.45	.00	-13,790.54	88.0%
001001 296000 TRASH HAULING	-140,000	-140,000	-169,965.23	-33,620.88	.00	29,965.23	121.4%
001001 296500 RESIDENTL WASTE COLL	-2,035,000	-2,035,000	-1,762,939.74	-163,765.01	.00	-272,060.26	86.6%
TOTAL STR-SAN CHARGES	-2,290,000	-2,290,000	-2,034,817.18	-206,797.54	.00	-255,182.82	88.9%
33 FINES & FORFEITS							
001001 331000 MUNICIPAL COURT COLL	0	0	-768.55	.00	.00	768.55	100.0%
001001 332000 POLICE FINES	-650,000	-650,000	-25,420.21	742.92	.00	-624,579.79	3.9%
001001 332100 CITY COURT COSTS	-98,000	-98,000	-60,043.05	-4,707.27	.00	-37,956.95	61.3%
001001 332200 CCC-JAIL REIMB.	-100	-100	-40.00	.00	.00	-60.00	40.0%
001001 332700 ANIMAL CONTROL	0	0	-82.29	-21.42	.00	82.29	100.0%
001001 332800 COURT TECHNOLOGY FEE	-130,000	-481,624	-163,241.95	-10,475.17	.00	-318,382.05	33.9%
001001 333000 ENVIRONMENTAL COURT	-10,000	-10,000	-4,232.55	-175.75	.00	-5,767.45	42.3%
TOTAL FINES & FORFEITS	-888,100	-1,239,724	-253,828.60	-14,636.69	.00	-985,895.40	20.5%
34 MISCELLANEOUS							
001001 340500 CHECKING ACCOUNT INT	-120,000	-120,000	-42,340.62	-4,152.12	.00	-77,659.38	35.3%
001001 341201 TRAIN DEPOT FACILITY	-10,000	-10,000	-26,450.25	-2,278.00	.00	16,450.25	264.5%
001001 341202 P&F ACADEMY RENTALS	0	0	-6,100.00	.00	.00	6,100.00	100.0%
001001 341203 PBMH-COURTESY FORD B	-24,000	-24,000	-10,000.00	-1,000.00	.00	-14,000.00	41.7%
001001 341205 SEXUAL ASSAULT CRISI	0	0	-1,000.00	-1,000.00	.00	1,000.00	100.0%
001001 341207 MERCHANTS	-2,400	-2,400	-1,400.00	-200.00	.00	-1,000.00	58.3%
001001 341500 PARKING GARAGE-CIVIC	-24,150	-24,150	-12,097.50	-1,972.50	.00	-12,052.50	50.1%
001001 341600 PARKING GARAGE-PINE	-15,000	-15,000	-9,465.00	-630.00	.00	-5,535.00	63.1%
001001 341701 MAIN STREET PARKING	-7,000	-7,000	-5,690.00	-290.00	.00	-1,310.00	81.3%
001001 341704 MOBILE ST. PKG.LOT #	-480	-480	-480.00	.00	.00	.00	100.0%

YEAR-TO-DATE BUDGET REPORT

FOR 2022 11

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001001 341707 HEMPHILL PKG. LOT	-1,500	-1,500	-1,650.00	-150.00	.00	150.00	110.0%
001001 342000 CEMETERY FEES	-40,000	-40,000	-38,885.00	-1,960.00	.00	-1,115.00	97.2%
001001 345501 CONTR-HISTORIC HBRG	-30,000	-30,000	-60,000.00	.00	.00	30,000.00	200.0%
001001 346500 CONTRIB-H'BURG. CONV	0	0	-4,000.00	.00	.00	4,000.00	100.0%
001001 346900 CONTRIB-OTHER	-4,000	-4,000	-5,000.00	.00	.00	1,000.00	125.0%
001001 347000 CONTRIB. MIDNIGHT ON	0	-4,000	-4,000.00	.00	.00	.00	100.0%
001001 347300 CONTRIB-KEEP AMERICA	0	0	-1,000.00	.00	.00	1,000.00	100.0%
TOTAL MISCELLANEOUS	-278,530	-282,530	-229,558.37	-13,632.62	.00	-52,971.63	81.3%
35 OTHER - MISC							
001001 359000 POLICE DEPT-MISC CHA	-30,000	-30,000	-487,631.53	-38,167.06	.00	457,631.53	1625.4%
TOTAL OTHER - MISC	-30,000	-30,000	-487,631.53	-38,167.06	.00	457,631.53	1625.4%
38 TRANSFERS IN							
001001 380011 T/F WATER & SEWER	-824,000	-824,000	-824,000.00	-599,000.00	.00	.00	100.0%
001001 380027 T/F TAX COLLECTORS-G	-19,260,000	-19,260,000	-18,257,750.20	-271,776.19	.00	-1,002,249.80	94.8%
001001 3800EB T/F TAX COLL-EXCESS	-160,000	-160,000	-174,404.94	.00	.00	14,404.94	109.0%
001001 3800IP T/F TAX COLL-INT/PEN	-200,000	-200,000	-181,868.09	-22,993.99	.00	-18,131.91	90.9%
TOTAL TRANSFERS IN	-20,444,000	-20,444,000	-19,438,023.23	-893,770.18	.00	-1,005,976.77	95.1%
39 NON-REVENUE RECEIPTS							
001001 392000 SALE OF REAL ESTATE	-91,500	-91,500	-14,575.00	-2,450.00	.00	-76,925.00	15.9%
001001 392500 SALE OF EASEMENTS	0	0	-41,535.00	.00	.00	41,535.00	100.0%
001001 393000 SALE OF CEMETERY LOT	-50,000	-50,000	-77,845.00	-5,120.00	.00	27,845.00	155.7%
001001 394300 SALE OF SCRAP MATERI	-2,000	-2,000	-5,536.63	-87.00	.00	3,536.63	276.8%
001001 394700 SALE OF MAPS/PUBLICA	0	0	-38.00	.00	.00	38.00	100.0%
001001 395000 MDB LOAN PYMT-HUB CI	0	0	-575.00	-285.00	.00	575.00	100.0%
001001 395900 COPIES/RECORDS REQUE	0	0	-131.00	.00	.00	131.00	100.0%
001001 396400 VENDING COMM./REFUND	0	0	-27.14	.00	.00	27.14	100.0%
001001 396500 REFUND & RECOVERY	-25,000	-25,000	-30,316.04	3,961.47	.00	5,316.04	121.3%
TOTAL NON-REVENUE RECEIPTS	-168,500	-168,500	-170,578.81	-3,980.53	.00	2,078.81	101.2%

YEAR-TO-DATE BUDGET REPORT

FOR 2022 11

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TOTAL REVENUES	-54,099,718	-54,917,996	-52,898,690.07	-3,844,595.97	.00	-2,019,305.93	96.3%
TOTAL REVENUES	-54,099,718	-54,917,996	-52,898,690.07	-3,844,595.97	.00	-2,019,305.93	
GRAND TOTAL	-54,099,718	-54,917,996	-52,898,690.07	-3,844,595.97	.00	-2,019,305.93	96.3%
** END OF REPORT - Generated by LISA HANSON **							

YEAR-TO-DATE BUDGET REPORT

FOR 2022 11

		ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001100 POLICE/PUB.SFTY								
40 PERSONAL SERVICES								
001100 400000	REGULAR WAGES	7,376,094	7,376,914	5,935,603.22	500,677.18	.00	1,441,310.78	80.5%
001100 430000	OVERTIME	725,000	725,000	1,015,610.79	91,983.90	.00	-290,610.79	140.1%
001100 460000	STATE RETIREMENT	1,409,590	1,409,735	1,199,303.27	102,207.92	.00	210,431.73	85.1%
001100 470000	F.I.C.A. TAXES	619,734	619,799	516,819.86	44,032.18	.00	102,979.14	83.4%
001100 480000	HOSPITALIZATION INS.	1,428,000	1,428,000	917,921.94	82,487.17	.00	510,078.06	64.3%
001100 491000	WORKMAN'S COMPENSATI	155,980	155,980	117,505.00	.00	.00	38,475.00	75.3%
TOTAL PERSONAL SERVICES		11,714,398	11,715,428	9,702,764.08	821,388.35	.00	2,012,663.92	82.8%
50 SUPPLIES & EXPENSES								
001100 500300	PAPER	3,700	3,700	3,655.80	.00	.00	44.16	98.8%
001100 501000	OTHER EXPENDABLE OFF	11,820	13,820	13,096.60	2,134.47	629.78	93.19	99.3%
001100 501200	EXPENDABLE OFF.SPL-L	1,200	1,200	1,074.58	471.52	.00	125.20	89.6%
001100 502000	MINOR OFFICE EQUIP/F	2,700	1,700	859.69	859.69	.00	840.31	50.6%
001100 505000	SUBSCRIPTIONS,MAGS,M	5,300	3,500	2,465.00	.00	.00	1,035.00	70.4%
001100 508000	COMPUTER SUPPLIES	5,800	12,600	12,210.01	429.08	.00	389.99	96.9%
001100 510000	CLEANING/JANITORIAL	8,500	8,500	7,542.42	413.82	543.21	414.26	95.1%
001100 511200	SUPPLIES-DOJ CORONA	44,570	44,570	5,304.74	2,099.58	.00	39,265.70	11.9%
001100 511500	FOOD	500	500	309.88	21.57	.00	190.12	62.0%
001100 515000	FEED FOR ANIMALS	4,500	4,500	2,062.35	.00	528.15	1,909.65	57.6%
001100 525000	GAS AND OIL	287,000	324,000	312,354.18	42,467.99	.00	11,646.07	96.4%
001100 525700	DIESEL FUEL	2,000	2,000	3,419.52	718.14	.00	-1,419.52	171.0%
001100 535000	UNIFORMS, BADGES, ET	45,000	45,000	34,655.13	1,113.00	10,220.72	123.97	99.7%
001100 535500	WEARING APPAREL	42,000	36,000	21,411.82	3,188.95	14,548.18	40.16	99.9%
001100 546000	MINOR EQUIPMENT	50,000	70,000	45,736.43	2,079.54	14,407.98	9,855.81	85.9%
001100 559000	OTHER OPERATING MATL	29,000	29,000	21,230.83	.00	5,172.35	2,596.76	91.0%
001100 559200	OTHER OPER.MATLS-D.A	300	300	266.12	.00	.00	33.88	88.7%
001100 559400	OTHER OPER-VICTIM AD	1,284	1,200	266.90	.00	.00	933.10	22.2%
001100 570000	MTR VEHICLE REP. PTS	170,000	196,300	188,002.81	11,396.25	7,327.87	969.01	99.5%
001100 575000	COMMUNICATION REPAIR	1,500	1,500	120.00	.00	.00	1,380.00	8.0%
TOTAL SUPPLIES & EXPENSES		716,674	799,890	676,044.81	67,393.60	53,378.24	70,466.82	91.2%
60 PROFESSIONAL SERVICE								
001100 602700	MEDICAL	10,000	9,200	7,353.00	.00	.00	1,847.00	79.9%

YEAR-TO-DATE BUDGET REPORT

FOR 2022 11

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001100 603000 VETERINARIAN	5,000	3,500	1,304.53	.00	.00	2,195.47	37.3%
001100 604900 OTHER PROFESSIONAL S	67,000	134,100	83,987.68	8,125.06	9,319.03	40,793.29	69.6%
001100 604921 NOLA EXPENSE	0	68,000	30,012.43	1,767.19	29,784.16	8,203.41	87.9%
001100 606000 TELEPHONE AND TELEGR	124,500	124,500	113,814.76	15,270.25	.00	10,685.24	91.4%
001100 606900 NETWORK WIRELESS	3,000	2,500	1,119.25	.00	.00	1,380.75	44.8%
001100 611000 TRAVEL EXPENSE	15,000	34,570	30,858.15	-2,306.41	601.00	3,110.91	91.0%
001100 611100 TRVL EXP-TRAFFIC GRA	0	0	-4.18	.00	.00	4.18	100.0%
001100 6112MC TRVL EXP - VICTIM'S	0	4,518	1,552.32	48.44	2,713.10	252.58	94.4%
001100 612000 FREIGHT	3,000	3,000	2,471.16	145.81	334.87	193.97	93.5%
001100 626500 AUTOMOBILE INSURANCE	14,600	21,300	21,221.45	.00	.00	78.55	99.6%
001100 630000 GAS	14,500	44,500	40,097.70	1,334.02	.00	4,402.30	90.1%
001100 630500 ELECTRICITY	94,000	200,000	191,871.88	23,857.49	.00	8,128.12	95.9%
001100 635500 ELECTRICAL R&M	4,000	0	288.00	288.00	.00	-288.00	100.0%
001100 636500 OFFICE EQUIPMENT R&M	30,000	17,000	12,768.64	.00	.00	4,231.31	75.1%
001100 638000 FIXED EQUIPMENT R&M	2,500	2,500	1,758.00	.00	.00	742.00	70.3%
001100 638400 MOTOR VEHICLE EQ. R&	146,000	146,900	92,264.62	7,081.43	31,892.47	22,743.05	84.5%
001100 639000 COMMUNICATION EQ. R&	0	0	5.75	.00	.00	-5.75	100.0%
001100 639400 DISINFECT./EXTERMINA	2,500	2,500	1,777.15	.00	.00	722.85	71.1%
001100 639800 TOW IN CHARGES	8,000	9,000	8,982.00	443.00	.00	18.00	99.8%
001100 641000 OFFICE EQUIPMENT REN	11,500	11,500	8,406.95	903.92	.00	3,093.05	73.1%
001100 641700 MOTORCYCLE RENT	38,000	260,000	54,000.00	.00	126,276.60	79,723.40	69.3%
001100 684000 DUES AND MEMBERSHIPS	2,000	2,000	705.00	.00	.00	1,295.00	35.3%
001100 684500 REGISTRATION FEE/TUI	7,000	15,600	14,841.50	300.00	.00	758.50	95.1%
001100 684700 CONTINUING EDUCATION	35,000	26,500	20,356.50	5,004.00	.00	6,143.50	76.8%
001100 699900 SERVICES NOT SPECIFI	0	18,500	18,500.00	.00	.00	.00	100.0%
TOTAL PROFESSIONAL SERVICE	637,100	1,161,688	760,314.24	62,262.20	200,921.23	200,452.68	82.7%
70 CAPITAL OUTLAY							
001100 732300 EQUIP-BYRNE '21	0	12,187	.00	.00	12,187.00	.00	100.0%
001100 737500 EQUIP-BYRNE '20	8,620	8,620	.00	.00	8,620.00	.00	100.0%
001100 739900 OTHER EQUIPMENT	0	422,375	68,359.76	68,249.77	226,354.10	127,661.14	69.8%
001100 740000 AUTOMOBILES	0	105,000	104,589.57	.00	.00	410.13	99.6%
TOTAL CAPITAL OUTLAY	8,620	548,182	172,949.33	68,249.77	247,161.10	128,071.27	76.6%
TOTAL POLICE/PUB.SFTY	13,076,792	14,225,188	11,312,072.46	1,019,293.92	501,460.57	2,411,654.69	83.0%
TOTAL EXPENSES	13,076,792	14,225,188	11,312,072.46	1,019,293.92	501,460.57	2,411,654.69	
GRAND TOTAL	13,076,792	14,225,188	11,312,072.46	1,019,293.92	501,460.57	2,411,654.69	83.0%

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Hattiesburg Police Department Specialized Inventory 2022

FORD-ECONOLINE VAN, E-350 15 PASSENGER: 3ea

TOYOTA RAV4- SUV-1998: 1ea

FORD-EXPLORER XLT: 2ea

LINCOLN-LS 2000: 1ea

CHEVROLET-TAHOE: 10ea

FORD-EXPEDITION:2ea

CADILLAC-DEVILLE-2002: 1ea

FORD-CROWN VICTORIA: 8ea

CHEVROLET-IMPALA: 10ea

DODGE-CHARGER: 73ea

CHEVROLET-SILVERADO:1ea

2010 FORD ESCAPE XLS SUV: 1ea

DODGE SQ3: 1ea

2013 DODGE DURANGO: 1ea

2004 CHEVY C1500: 1ea

KIA OPTIMA: 1ea

JEEP-GRAND CHEROKEE 2015: 2ea

2021 FORD EXPLORER HYBRID: 13ea

Total Vehicles: 131

LAPTOP-PANASONIC CF31 TOUGHBOOK: 20ea

Request for Taxpayer Identification Number and Certification

Give Form to the
requester. Do not
send to the IRS.

► Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type.
See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. CITY OF HATTIESBURG	
2 Business name/disregarded entity name, if different from above	
3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. ☐ Individual/sole proprietor or single-member LLC ☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. ☒ Other (see instructions) ► LOCAL GOVERNMENT	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <i>(Applies to accounts maintained outside the U.S.)</i>
5 Address (number, street, and apt. or suite no.) See instructions. PO BOX 1898	Requester's name and address (optional)
6 City, state, and ZIP code HATTIESBURG, MS 39403	
7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number								
			-				-	
or								
Employer identification number								
6	4	-	6	0	0	0	4	3 2

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ► 	Date ► 1-31-22
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (Interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
 - Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
 - Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
 - Form 1099-S (proceeds from real estate transactions)
 - Form 1099-K (merchant card and third party network transactions)
 - Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
 - Form 1099-C (canceled debt)
 - Form 1099-A (acquisition or abandonment of secured property)
- Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.



Memorandum

To: Mayor Toby Barker and Members of City Council

From: Lamar Rutland

cc:

Date: Tuesday, September 20, 2022

Re: Acknowledge bids received September 8, 2022 for the FTA Sidewalk Project and accept the bid from RJM McQueen Contracting, Inc. in the amount of \$1,883,504.40; Authorize the Mayor to execute contracts when prepared.
File Number: 2022-691
Minute Book #

Summary

Acknowledge bids received September 8, 2022 for the FTA Sidewalk Project and accept the bid from RJM McQueen Contracting, Inc. in the amount of \$1,883,504.40; Authorize the Mayor to execute contracts when prepared.

Recommendation Statement

I recommend approval of this item.

Please place this on the September 20, 2022 City Council meeting for consideration.

September 12, 2022
N-S Project No. 16258.000

Mayor Toby Barker
City of Hattiesburg
P O Box 1898
Hattiesburg, Mississippi 39403-1898

REFERENCE: FTA SIDEWALK PROJECT – HARDY STREET – KAMPER PARK
HATTIESBURG, FORREST COUNTY

Dear Mayor Barker:

Enclosed for your records is one (1) copy of the Certified Bid Tabulation for the bids received for the referenced project. As you are aware, there were two (2) bids submitted, opened, and read at the bid opening on September 8, 2022, at 10:00 am. Upon review and tabulation of the bid received and opened, RJM Contracting, Inc., was the apparent low bidder in the amount of \$1,883,504.40.

Neel-Schaffer therefore recommends that the City of Hattiesburg review the bid submitted by RJM Contracting, Inc., and award the project, to the lowest and best bidder.

If you have any questions, please give me a call. Thank you for your time and attention to this matter.

Sincerely,
NEEL-SCHAFFER, INC.



Geoffrey Crosby, P.E.
Senior Project Manager

Cc: Lamar Rutland, P.E.

Enclosures

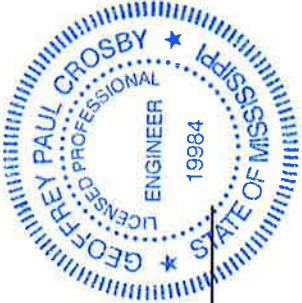


FTA SIDEWALK PROJECT (RE-BID)
HARDY STREET - KAMPER PARK
CITY OF HATTIESBURG, MISSISSIPPI

				RJM McQueeng 80 Ramsey McQueen Road Collins, MS 39428		R & J Construction P O Box 6 Laurel, MS 39441	
Pay Item	Pay Item Description	Unit	Qty	Unit Price	Price Extension	Unit Price	Price Extension
202-B	Removal of Concrete Sidewalk	SY	470	\$19.00	\$8,930.00	\$14.27	\$6,706.90
202-B	Removal of Curb & Gutter, All Types	LF	130	\$30.00	\$3,900.00	\$21.38	\$2,779.40
202-B	Removal of Concrete Pavement	SY	160	\$45.00	\$7,200.00	\$22.50	\$3,600.00
202-B	Removal of Pipe, 8" and Above	LF	250	\$80.00	\$20,000.00	\$20.00	\$5,000.00
202-B	Removal of Inlets, All Sizes	EA	3	\$2,200.00	\$6,600.00	\$1,000.00	\$3,000.00
202-B	Removal of Fence	LF	750	\$2.00	\$1,500.00	\$5.00	\$3,750.00
202-B	Removal of Grape Myrtle	EA	14	\$180.00	\$2,520.00	\$500.00	\$7,000.00
202-B	Removal of Trees, Greater than 10"	EA	5	\$1,000.00	\$5,000.00	\$3,000.00	\$15,000.00
202-B	Removal of Traffic Stripe	LF	250	\$5.50	\$1,375.00	\$5.50	\$1,375.00
202-B	Removal of Electrical Service Pole and Wire	EA	1	\$20.00	\$20.00	\$715.00	\$715.00
202-B	Removal of Batting Cage, Poles and Netting	LS	1	\$20.00	\$20.00	\$2,000.00	\$2,000.00
203-A	Unclassified Excavation, FM, AH	CY	300	\$26.00	\$7,800.00	\$74.75	\$22,425.00
203-EX	Borrow Excavation, AH, FME, Class B9	CY	2,500	\$16.00	\$40,000.00	\$27.00	\$67,500.00
203-G	Excess Excavation, FM, AH	CY	550	\$24.00	\$13,200.00	\$20.14	\$11,077.00
211-A	Topsoil for Slope Treatment, from Right of Way	SY	2,800	\$1.00	\$2,800.00	\$2.67	\$7,476.00
219-A	Watering	KGAL	370	\$30.80	\$11,396.00	\$30.80	\$11,396.00
211-A	Topsoil for Slope Treatment, Contractor Furnished	CY	120	\$30.00	\$3,600.00	\$50.00	\$6,000.00
216-A	Solid Sodding, Centipede	SY	2,325	\$8.80	\$20,460.00	\$8.80	\$20,460.00
234-A	Temporary Silt Fence	LF	2,500	\$4.50	\$11,250.00	\$5.00	\$12,500.00
237-A	Wattles, 20"	LF	1,000	\$11.00	\$11,000.00	\$8.00	\$8,000.00
246-A	Sandbags	EA	100	\$10.00	\$1,000.00	\$5.00	\$500.00
211-C	Topsoil for Plant Holes, Contractor Furnished	CY	8	\$49.50	\$396.00	\$74.50	\$596.00
230-A	Shrub Planting, Daylily, (1) GAL	EA	62	\$11.55	\$716.10	\$11.55	\$716.10
230-A	Shrub Planting, Parsons Juniper, (1) GAL	EA	37	\$11.55	\$427.35	\$11.55	\$427.35
230-A	Shrub Planting, Dirift Rose "Peach", (3) GAL	EA	28	\$35.75	\$1,001.00	\$35.75	\$1,001.00
230-B	Tree Planting, Live Oak, 30 Gallon	EA	15	\$495.00	\$7,425.00	\$495.00	\$7,425.00
230-D	Bed Preparation	SF	850	\$5.50	\$4,675.00	\$5.50	\$4,675.00
232-A	Fertilizer for Woody Plant Material, Tabler, 21 Gram	EA	202	\$1.65	\$333.30	\$1.65	\$333.30
233-A	Tree Bark Mulch, Type III	CY	2	\$104.50	\$209.00	\$104.50	\$209.00
233-A	Tree Bark Mulch, Type V	CY	2	\$104.50	\$209.00	\$104.50	\$209.00
601-B	Class "B" Structural Concrete, Minor Structures	CY	16	\$2,800.00	\$44,800.00	\$3,140.00	\$50,240.00
602-A	Reinforcing Steel	LBS	1,450	\$3.80	\$5,510.00	\$4.56	\$6,612.00
603-CA	18" Reinforced Concrete Pipe, Class III, Rubber Type Gaskets	LF	24	\$220.00	\$5,280.00	\$103.88	\$2,493.12
603-CA	24" Reinforced Concrete Pipe, Class III, Rubber Type Gaskets	LF	24	\$330.00	\$7,920.00	\$137.35	\$3,296.40
603-CA	36" Reinforced Concrete Pipe, Class III, Rubber Type Gaskets	LF	144	\$360.00	\$51,840.00	\$152.75	\$21,996.00
603-PC	18" Corrugated Polyethylene Pipe	LF	520	\$88.00	\$45,760.00	\$58.00	\$30,160.00
603-SB	36" Branch Connections, Stub into Concrete Ditch	EA	2	\$3,600.00	\$7,200.00	\$3,000.00	\$6,000.00
603-SB	Concrete Ditch Wall Repair	EA	3	\$3,900.00	\$11,700.00	\$3,000.00	\$9,000.00
603-SB	Plug Concrete Pipe	EA	3	\$2,100.00	\$6,300.00	\$1,000.00	\$3,000.00
604-A	Castings	LBS	158	\$4.00	\$632.00	\$6.00	\$948.00
604-B	Gratings	LBS	1,200	\$4.00	\$4,800.00	\$6.00	\$7,200.00
907-603-PP	Preformed Polyethylene Drainage Catch Basin, 30"	EA	4	\$8,800.00	\$35,200.00	\$4,080.30	\$16,321.20
607-B	8' Chain Link Fence	LF	210	\$14.00	\$2,940.00	\$71.21	\$14,954.10
607-PP	8' chain Link Fence Gate, Per Plans	EA	1	\$3,690.00	\$3,690.00	\$935.00	\$935.00
608-A	Concrete Sidewalk, Without Reinforcement	SY	1,750	\$68.00	\$119,000.00	\$72.18	\$126,315.00
609-D	Combination Concrete Curb and Gutter	LF	130	\$33.00	\$4,290.00	\$53.90	\$7,007.00
613-D	Adjustment of Manholes	EA	1	\$1,600.00	\$1,600.00	\$1,500.00	\$1,500.00
613-D	Adjustment of Water Valves	EA	4	\$800.00	\$3,200.00	\$600.00	\$2,400.00
613-D	Adjustment of Electrical Pull Boxes	EA	2	\$990.00	\$1,980.00	\$3,500.00	\$7,000.00
618-A	Maintenance of Traffic	LS	1	\$80,679.00	\$80,679.00	\$32,890.00	\$32,890.00
620-A	Mobilization	LS	1	\$568,975.00	\$568,975.00	\$365,902.80	\$365,902.80
699-A	Roadway Construction Stakes	LS	1	\$23,100.00	\$23,100.00	\$39,600.00	\$39,600.00
626-H	Legend, White	LF	385	\$27.50	\$10,587.50	\$27.50	\$10,587.50
907-608-E	Asphalt Pavement Texturing	SF	500	\$15.00	\$7,500.00	\$11.00	\$5,500.00
647-PP	Electrical Pullbox, Per Plans	EA	5	\$1,094.50	\$5,472.50	\$1,094.50	\$5,472.50
637-C	String)	LF	875	\$13.75	\$12,031.25	\$13.75	\$12,031.25

907-634-A	Traffic Signal Equipment Pole, Type VI, 8' Shaft	EA	1	\$3,063.50	\$3,063.50	\$3,063.50	\$3,063.50
907-634-C	Pole Foundations, Class "B" Concrete	CY	1	\$1.00	\$1.00	\$1,000.01	\$1,000.01
635-A	Traffic Signal Head, Type 6	EA	2	\$825.00	\$1,650.00	\$825.00	\$1,650.00
907-636-B	Electric Cable, Underground in Conduit, IMSA 20-1, AWG 14, 5 Conductor	LF	100	\$3.03	\$303.00	\$3.03	\$303.00
907-636-D	Electric Cable, Aerial Supported in Conduit, IMSA 20-1, AWG 14, 5 Conductor	LF	16	\$3.30	\$52.80	\$3.30	\$52.80
907-637-A	Pull Box Enclosure, Type 2	EA	2	\$1,155.00	\$2,310.00	\$1,155.00	\$2,310.00
907-637-C	Traffic Signal Conduit, Underground, Type 4, 2"	LF	20	\$12.10	\$242.00	\$12.10	\$242.00
907-637-D	Traffic Signal Conduit, Underground Drilled or Jacked, Rolled Pipe, 3"	LF	78	\$29.70	\$2,316.60	\$29.70	\$2,316.60
907-643-A	Video Vehicle Detection Sensor, Type 3	EA	1	\$30,525.00	\$30,525.00	\$30,525.00	\$30,525.00
907-643-B	Video Vehicle Detection Cable	LF	180	\$1.10	\$198.00	\$1.10	\$198.00
907-645-B	Accessible Pedestrian Detection Assembly	EA	4	\$4,345.00	\$17,380.00	\$4,345.00	\$17,380.00
647-A	Removal of Existing Traffic Signal Equipment	LS	1	\$1,732.50	\$1,732.50	\$1,732.50	\$1,732.50
907-242- PP	Removable Bollards, Per Plans	EA	2	\$3,800.00	\$7,600.00	\$5,200.00	\$10,400.00
907-242- PP	Pedestrian Bridge, 12' W by 110' L (Inc. Decking)	LS	1	\$401,500.00	\$401,500.00	\$1,133,000.00	\$1,133,000.00
601-B	Class "B" Structural Concrete	CY	30	\$1,320.00	\$39,600.00	\$4,950.00	\$148,500.00
602-A	Reinforcing Steel	LBS	4,500	\$2.15	\$9,675.00	\$2.97	\$13,365.00
803-A	Test Pile	LS	1	\$12,100.00	\$12,100.00	\$27,500.00	\$27,500.00
803-B	Conventional Static Pile Load Test	EA	1	\$6,160.00	\$6,160.00	\$5,500.00	\$5,500.00
803-D	HP 14X73 Steel Piling	LF	780	\$102.75	\$80,145.00	\$174.90	\$136,422.00
Total Base Bid \$				\$1,883,504.40			\$2,558,674.33

I certify this to be a true & accurate Bid Tabulation of bids received @ 10:00a.m., Thursday, September 8, 2022 for the FTA Sidewalk (Hardy St - Kamper Park) Project for the City of Hattiesburg Mississippi

Geoffrey Crosby, P.E.
Mississippi Registration No. 19984



Memorandum

To: Mayor Toby Barker and Members of City Council

From:

cc:

Date: Tuesday, September 20, 2022

Re: Adopt a Resolution approving the MS Department of Public Safety, Office of Highway Safety FY2023 154 Alcohol Grant Agreement in the amount of \$83,853.64 and authorize the Mayor to execute the same.
File Number: 2022-731
Minute Book #

Summary

Recommendation Statement

I recommend adoption of the Resolution approving the FY2023 MSMOHS alcohol grant agreement in the amount of \$83,853.64.

Please place this on the September 20, 2022 City Council meeting for consideration.

FY23 MOHS GRANT AGREEMENT**MS Office of Highway Safety**

1025 Northpark Drive

Ridgeland, MS 39157

Phone: (601) 977-3700; Fax: (601) 977-3701

1. Sub-grantee's Name & Mailing Address: City of Hattiesburg Hattiesburg Police Department 300 Klondyke Street Hattiesburg, MS 39401 Telephone Number: (601) 544-7900 E-Mail: jshows@hattiesburgms.com		2. Effective Date of Grant: October 1, 2022			
		3. Subgrant Number: 154AL-2023-ST-21-51			
		4. Grant Identifier (Funding Source & Year): 154 Alcohol FY23			
		5. Beginning and Ending Dates: October 1, 2022 – September 30, 2023			
		6. Subgrant Payment Method: <u> X </u> Cost Reimbursement Method			
7. CFDA # - 20.607		8. UEI # - N4XZJLJ9AVM1		9. Congressional District: 04	
10. A:FAIN #: 69A37519300001540MSA 69A37520300001540MSA		11.A: Initial Federal Award Date: 04/17/2019 03/16/2020		11.C: Additional Federal Award Date:	
10.B. Federal Awarding Agency: NHTSA		11.B: Secondary Federal Award Date:		12. Research and Development Grant: ____ Yes <u> X </u> No Continuation Grant: <u> x </u> Yes ____ No	
13. The following funds are obligated:					
A. COST CATEGORY		B. SOURCE OF FUNDS		C. MATCH	D. RATIO%
(1) Personal Services-Salary	\$83,853.64	(1) Federal	\$83,853.64		
(2) Personal Services-Fringe	\$0.00	(2) State			
(3) Contractual Services	\$0.00	(3) Local			
(4) Travel	\$0.00	(4) Other			
(5) Equipment	\$0.00	Total:	\$83,853.64		
(6) Commodities	\$0.00	E. TOTAL OF ALL FEDERAL GRANTS THROUGH MOHS TO AGENCY:			
(7) Indirect Costs	\$0.00	Number of Grants: 1	154AL		TOTAL
TOTAL	\$83,853.64	TOTAL:	\$83,853.64	\$0.00	\$83,853.64
The Sub-Grantee agrees to operate the program outlined in this Agreement in accordance with all provisions of this Agreement as included herein. The following sections are attached and incorporated into this Agreement: Final Approved Agreement which includes: Sub-Grantee Signature Sheet; Sub-Grantee Targets, Performance Measures and Strategies; Task by Quarter; Cost Summary Support Sheet; Agreement of Understanding and Compliances, Designation of Secondary Official (If Applicable) All policies, terms, conditions, and provisions listed in funding guidelines, grant agreement, and agreement of understanding which has been provided to Sub-Grantee, are also incorporated into this agreement, and Sub-Grantee agrees to fully comply therewith.					
14. Approved for Grantee:		15. Approved for Sub-Grantee:			
		9/20/2022			
Signature _____ Date _____		Signature _____ Date _____			
Name: Helen Porter Title: Office Director, MS Office of Highway Safety		Name: Toby Barker Title: Mayor, City of Hattiesburg			

FY23 Sub-Grantee Project Description (Law Enforcement):

MOHS Law Enforcement grant programs are provided with Federal grant funds to local police departments, sheriff's and state agencies for enforcement in jurisdictions all across Mississippi. All jurisdictions will provide enforcement, for hours that are specified in each agency Agreement, in support of the DUI program. These enforcement grants will be coordinated with the national campaigns, along with any state blitz campaigns that the MOHS develops for FY23.

All law enforcement agencies participating in the MOHS Law Enforcement grant program will utilize data to target the need and deploy resources based on problem identification and traffic trends in the agency locale and make adjustments to the program as needed.

Law Enforcement agencies use the funding for salaries (Individual Officer and part-time) that has been reviewed and approved by the MOHS. All information on budget can be found in the agency budget. The agency will generate at least (1) earned media campaign during the blitz campaigns.

FY23 Sub-Grantee-Target(s), Performance Measures and Strategies

Agency Name: City of Hattiesburg / Hattiesburg Police Department

List the target(s) that the Sub-Grantee will accomplish during the FY23 grant year. Performance measures should be set to help the Sub-Grantee accomplish the target(s) for the grant year. Strategies must be listed to show how the strategies will be implemented to meet the performance measures and to accomplish the target(s) set by the agency.

Target(s):

The jurisdiction/agency of Hattiesburg Police Department will reduce the number of alcohol related fatalities from 1 in 2019 to 0 by the end of 2023.

The jurisdiction/agency of Hattiesburg Police Department will reduce the number of alcohol related injuries from 27 in 2019 to 23 by the end of 2023.

Performance Measures:

Increase the number of grant funded DUI Arrest from 87 in FY21 to 90 in FY23.

Strategies:

Select or Hire Individual Officer and Overtime Enforcement

SFST Instructor

7 Checkpoints

7 Saturation Patrols

Conduct at least 2 alcohol education outreach activities/presentations

Generate Earned Media

Publicize patrol activities results (after occurrence)

Attend Troop LEL Network Meeting

Participate in the National blitz campaigns with enhanced DUI enforcement:

Drive Sober or Get Pulled Over – Christmas/ New Year's

Drive Sober or Get Pulled Over – Labor Day

Participate in the State blitz campaigns with enhanced DUI enforcement: Super Bowl, Memorial Day, 4th of July

FY23 MOHS Tasks By Quarters									
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AGENCY NAME: City of Hattiesburg / Hattiesburg Police Department

PROJECTION TASKS BY QUARTERS:

SCHEDULE PROJECTION OF TASKS BY QUARTERS									
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List the performance schedule of tasks by quarters referring specifically to the Statement of Tasks in the narrative description and defining the components of tasks to be accomplished by quarters. Tasks that extend beyond one quarter should specify the elements of the tasks that are to be performed for the particular quarters.

1st QUARTER (OCTOBER, NOVEMBER & DECEMBER)

Conduct not less than 2 checkpoints during quarter.

Conduct not less than 2 saturation patrols during quarter.

Issue a minimum of 22 DUI Arrest citations during quarter, to reach a goal of 90 for FY2023.

Submit all required reporting documents by scheduled date(s) as defined in agreement by MS Office of Highway Safety, i.e. (Monthly Cost Reporting Worksheets for reimbursement, Monthly Activity reports, etc.)

Additional Tasks:

Participate in the Drive Sober or Get Pulled Over national Christmas/New Year's blitz campaign with enhanced DUI enforcement and earned media with at least one (1) newspaper, television, social media or radio presentations.

Projected Expenditures for 1st Quarter: \$20,963.41

FY23 MOHS TASK BY QUARTERS

AGENCY NAME: City of Hattiesburg / Hattiesburg Police Department

PROJECTION TASK BY QUARTERS

SCHEDULE PROJECTION OF TASKS BY QUARTERS

List the performance schedule of tasks by quarters referring specifically to the Statement of Tasks in the narrative description and defining the components of tasks to be accomplished by quarters. Tasks that extend beyond one quarter should specify the elements of the tasks that are to be performed for the particular quarters.

2nd QUARTER (JANUARY, FEBRUARY & MARCH)

Conduct not less than 2 checkpoints during quarter.

Conduct not less than 2 saturation patrols during quarter.

Issue a minimum of 22 DUI Arrest citations during quarter, to reach a goal of 90 for FY2023.

Submit all required reporting documents by scheduled date(s) as defined in agreement by MS Office of Highway Safety, i.e. (Monthly Cost Reporting Worksheets for reimbursement, Monthly Activity reports, etc.)

Additional Tasks:

Participate in the Drive Sober or Get Pulled Over national Christmas/New Year's blitz campaign with enhanced DUI enforcement and earned media with at least one (1) newspaper, television, social media or radio presentations.

Projected Expenditures for 2nd Quarter: \$20,963.41

FY23 MOHS TASK BY QUARTERS

AGENCY NAME: City of Hattiesburg / Hattiesburg Police Department

PROJECTION TASK BY QUARTERS

SCHEDULE PROJECTION OF TASKS BY QUARTERS

List the performance schedule of tasks by quarters referring specifically to the Statement of Tasks in the narrative description and defining the components of tasks to be accomplished by quarters. Tasks that extend beyond one quarter should specify the elements of the tasks that are to be performed for the particular quarters.

3RD QUARTER (APRIL, MAY & JUNE)

Conduct not less than 2 checkpoints during quarter.

Conduct not less than 2 saturation patrols during quarter.

Issue a minimum of 23 DUI Arrest citations during quarter, to reach a goal of 90 for FY2023.

Submit all required reporting documents by scheduled date(s) as defined in agreement by MS Office of Highway Safety, i.e. (Monthly Cost Reporting Worksheets for reimbursement, Monthly Activity reports, etc.)

Additional Tasks:

Participate in the State Memorial Day blitz campaign with enhanced DUI enforcement and earned media with at least one (1) newspaper, television, social media or radio presentations.

Projected Expenditures for 3rd Quarter: \$20,963.41

FY23MOHS TASK BY QUARTERS

AGENCY NAME: City of Hattiesburg / Hattiesburg Police Department

PROJECTION TASK BY QUARTERS

SCHEDULE PROJECTION OF TASKS BY QUARTERS

List the performance schedule of tasks by quarters referring specifically to the Statement of Tasks in the narrative description and defining the components of tasks to be accomplished by quarters. Tasks that extend beyond one quarter should specify the elements of the tasks that are to be performed for the particular quarters.

4TH QUARTER (JULY, AUGUST & SEPTEMBER)

Conduct not less than 2 checkpoints during quarter.

Conduct not less than 2 saturation patrols during quarter.

Issue a minimum of 23 DUI Arrest citations during quarter, to reach a goal of 90 for FY2023.

Submit all required reporting documents by scheduled date(s) as defined in agreement by MS Office of Highway Safety, i.e. (Monthly Cost Reporting Worksheets for reimbursement, Monthly Activity reports, etc.)

Additional Tasks:

Participate in the State 4th of July and Drive Sober or Get Pulled Over national Labor Day blitz campaign with enhanced DUI enforcement and earned media with at least one (1) newspaper, television, social media or radio presentations.

Projected Expenditures for 4th Quarter: \$20,963.41

FY23 Mississippi Office of Highway Safety-Cost Summary Support Sheet

1. Applicant Agency: City of Hattiesburg / Hattiesburg Police Department				
2. Subgrant Number: 154AL-2023-ST-21-51		3. Grant ID: 154 Alcohol		4. Beginning: October 1, 2022
5. Ending: September 30, 2023				
6. Activity: DUI Enforcement				
7. Category & Line Item	8. Description of item and/or Basis for Valuation	9. Budget		
		Federal	All Other	Total
Personal Services-Salary	Individual Officer @ approx. \$18.99 X @ approx. 2236 hours = \$42,461.64	\$83,853.64		\$83,853.64
	Officers over-time or regular time above and beyond normal work hours @ approx. \$25.87 X @ approx. 1600 hours = \$41,392.00			
	Total Salaries= \$83,853.64			

TOTALS	\$83,853.64		\$83,853.64
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Mississippi Office of Highway Safety

FY23 Agreement of Understanding and Compliance

This Agreement made and entered into by and between the State of Mississippi by and through the MS Office of Highway Safety, hereinafter referred to as State, and the Governmental Unit or agency named in this application, hereinafter referred to as Sub-Grantee.

WHEREAS, the National Highway Traffic Safety Act of 1966, as amended, provides Federal funds to the State for approved highway safety projects for the purpose of reducing injuries and fatalities as result of motor vehicle crashes, and

WHEREAS, the State may make said funds available to state, county, and municipal agencies and/or government or political subdivisions and/or non-profit entities upon application and approval by State and the National Highway Traffic Safety Administration (NHTSA) if applicable, and

WHEREAS, the Sub-Grantee must comply with the requirements listed herein, to be eligible for Federal funds in approved highway safety projects, and

WHEREAS, the State is obligated to reimburse NHTSA out of its funds for any ineligible or unauthorized expenditures for which Federal funds have been claimed and payment received, and

WHEREAS, the Sub-Grantee has submitted an application for Federal funds for highway safety projects:

NOW, THEREFORE, IN CONSIDERATION OF MUTUAL PROMISES AND OTHER GOOD AND VALUABLE CONSIDERATION, THE PARTIES AGREE AS FOLLOWS:

I. REIMBURSEMENT OF ELIGIBLE EXPENSES

- A. It is mutually agreed that upon written application by Sub-Grantee and approval by State and NHTSA (if applicable), State will obligate Federal funds to Sub-Grantee account for reimbursement of eligible expenditures as set forth in the application.
- B. It is understood that the State has the right to monitor and pre-audit any and all claims presented for reimbursement. Arrangements have been made for the financial and compliance audit required by 2CFR Subpart F, which is to be conducted within the prescribed audit reporting cycle (failure to furnish an acceptable audit, as determined by the cognizant Federal agency, may result in denial or require return of Federal funds). It is mutually agreed and promised that Sub-Grantee reimburse State for any ineligible or unauthorized expenditure for which Federal funds have been claimed and payment received as determined by a State or Federal audit.
- C. It is also understood, pursuant to 2 CFR 200.337, the awarding agency and the Comptroller General of the United States, or any of their authorized representatives (such as National Highway Traffic Administration otherwise known as NHTSA), shall have the right of access to any pertinent books, documents, papers, or other records of grantees and Sub-Grantees which are pertinent to the grant, in order to make audits, examinations, excerpts, and transcripts.
- D. It is further agreed that where reimbursement is made to Sub-Grantee in installments, State shall have the right to withhold any installments to make up reimbursement(s) received for any ineligible or unauthorized expenditure until such time as the ineligible claim is made up or corrected by Sub-Grantee.

- E. Unless otherwise directed, Sub-Grantees must submit monthly reimbursement, activity reports and back up documentation, by the **10th working day** of the following month to receive reimbursement for project activities. Reports reflect the status of project implementation and progress toward reaching goals. Each activity report shall describe the project status and shall be submitted to the State, no later than the 10th working day following the end of the month.
- F. Final Closeout Report and Reimbursement Claim with all required documentation must be received to MS Office of Highway Safety within forty-five (45) days of completion of the project **(Close of Business (COB) November 15th)**. Appropriate forms will be provided to the Project Director. All required due dates for MOHS documents are provided in the Project Director's Guide.

Any Sub-Grantee delinquent in submitting monthly reimbursement, monthly activity, and/or final accomplishment reports, or incomplete progress reports that lack sufficient detail of progress during the period in question, may be subject to having submitted reimbursement requests delayed, pending additional justification. Once completed reports are received, reimbursement requests will be processed.

II. ON-SITE MONITORING AND EVALUATION

Pursuant to Federal guidelines, the State has developed a plan for evaluating all projects. Each Sub-Grantee will be required to have at least one (1) on-site monitoring visits during the grant year. All written documents will be reviewed to determine progress, problems and reimbursements of the project. The State evaluates all sub recipient's risk of noncompliance with Federal statutes, regulations and the terms and conditions of the sub-award for the purposes of determining the appropriate level of sub recipient monitoring.

III. PROPERTY AGREEMENT

- Facilities and equipment acquired under this agreement for use in highway safety program areas shall be used and kept in operation for highway safety purposes by the MS Office of Highway Safety; or the State, by formal agreement with appropriate officials of a political subdivision, State agency, or non-profit entities.
- It is mutually agreed and promised that the Sub-Grantee shall immediately notify the MS Office of Highway Safety, if any equipment purchased under this project ceases to be used in the manner set forth by the project agreement. In such event, Sub-Grantee further agrees to transfer or otherwise dispose of such equipment, as directed by the MS Office of Highway Safety.
- It is mutually agreed and promised by the Sub-Grantee that no equipment will be conveyed, sold, salvaged, transferred, etc., without the express written approval of the MS Office of Highway Safety.
- It is mutually agreed and promised that the Sub-Grantee shall maintain, or cause to be maintained for its useful life, any equipment purchased under this project.
- Each Sub-Grantee of federal grant funds has a financial management system that complies with the minimum requirements of 2 CFR Part 200 (Super Circular).
- All equipment awarded in this project agreement must be ordered within ninety (90) days after project implementation. If unforeseen circumstances arise which prohibit this being accomplished, the MS Office of Highway Safety must be notified as to the reason for the delay and projected purchase date of the equipment.
- Property records must be maintained that include a description of the property, a serial number or other identification number, the source of the property, who holds the title, the acquisition date, cost of the property, percentage of Federal participation in the cost of the property, the location use and condition of the property and any ultimate disposition data including the data of disposal and sale price of the property.

- A physical inventory of the property must be taken and the results reconciled with the property records at least once every two (2) years for the useful life of the property.
- A control system must be developed to ensure adequate safeguards to prevent loss, damage or theft of the property. Any loss, damage or theft shall be investigated.
- Adequate maintenance procedures must be developed to keep the property in good and working condition.
- If the Sub-Grantee is authorized or required to sell the property, proper sales procedures must be established to ensure the highest possible return. Sale of items must be approved by the MOHS.
- Costs for equipment items are allowable only as part of a comprehensive program effort. All approved equipment must be included on the Federal Conformation Product List (CPL), where applicable. Approved equipment purchased with federal funds, must be in compliance of the Buy America Act (23 U.S.C. 313).
- Approved equipment with a purchase price of \$5,000.00, must be approved in writing from the National Highway Traffic Safety Administration, before the purchase of approved equipment purchased with federal funds.

IV. STAFFING

Positions covered by this project that are funded 100% or 2080 enforcement hours must be new positions. If staff of the Sub-Grantee agency is transferred to work on this project, the agency must replace the vacant position with a new hire. Salaries in this project are for the purpose of remuneration for personal services over and above the present manpower level of the agency. All positions require detailed activity documentation, as directed by MS Office of Highway Safety.

The Individual Officer(s) on this project is defined as an officer working enforcement at approximately 2080 hours at an approximate rate of pay per hour.

V. GENERAL PROJECT REQUIREMENTS

- A. Any change to out-of-state travel approved in the Grant Application, must have prior written approval by the MS Office of Highway Safety for changes. Requests for change should be submitted to the MS Office of Highway Safety not less than two (2) weeks before the intended date of travel on Agency letterhead.
 - Out of State Travel - All federal funded **out of state travel** requires expenses incurred to be placed on the authorized travel voucher. All cost must be based on current state and federal policies.
 - In State Travel - All federal funded **in state travel** requires itemized receipts for expenses incurred, as well as the authorized travel voucher. All cost must be based on current state and federal policies.
 - In State Travel - Meals can only be claimed with an overnight hotel stay.
- B. The Mississippi Office of Highway Safety can only reimburse sub-grantees for grant funded activity. If a sub-grantee is on non-grant related activities for more than 15 minutes; after such time, they should revert to their own agency funding.
- C. No budget modification requests will be accepted by the MS Office of Highway Safety after **July 31st**. Any proposed changes in this Agreement that would result in changes in the scope, character, or complexity of the agreement, require a Letter and Budget Modification Request to the MS Office of Highway Safety. Changes to the Agreement will not be effective, until both parties have executed the modification.
- D. Sub-Grantee must submit any proposed agreements for contractual services to the MS Office of Highway Safety. Contractual Services must be submitted forty-five (45) days prior to acceptance, due to the fact that contracts **must have** review and approval by DPS and NHTSA.
- E. Any program income earned by projects financed in whole or in part with Federal funds must be documented and accounted for. Program income earned during the project period shall be retained by the

Sub-Grantee and used for project related expenses or to offset eligible expenses, with the approval of the MS Office of Highway Safety.

- F. Sub-Grantee **must complete** the Authorized Official or Local Government Resolution included within this Agreement, to accept on behalf of the agency that is represented in this Agreement for federal funding to defray the costs of the project described in the award. **Grant Agreements are not effective until both parties (MOHS and the Sub-Grantee) have fully executed (signed and dated) the Grant Agreement.**
- G. Sub-Grantee **must maintain** in the Agency grant file, the most current copy of the following policies with the Application for funding. If Agency does not have a current policy, please inform the MS Office of Highway Safety of the un-availability of the policy.
- Seat belt policy (Must Retain a Copy);
 - Warning citation policy (If Applicable);
 - Pursuit policy (Must Retain a Copy);
 - Checkpoint policy (If Applicable);
 - Saturation patrol policy (If Applicable); and
 - DUI enforcement policy (If Applicable)
 - Agency seat belt survey procedures must be provided if usage rate is identified as a performance measure within agreement (If Applicable)
- H. Sub-Grantee **must submit** to the MS Office of Highway Safety a copy of the following policy(s):
- Agency Payroll Schedule- Payroll period begin and payroll end dates & check date);
 - Agency Leave policy (personal, vacation, sick, holiday, and military); and
 - Agency Overtime Policy
 - Fiscal Control and Fund Accounting Procedures
 - Pursuit Policy (Law Enforcement Only)
 - In-Direct Cost Agreement (If Applicable)
- I. All training received under federal funded programs must be program related and the Sub-Grantee **must** maintain a copy of the certificate of completion and **must** be available for inspection in the Sub-Grantee grant file. A copy of the certificate of completion **must** be submitted to the MOHS for reimbursement of training expenses.
- J. A Property Inventory form **must** be completed for all equipment. All equipment cost exceeding \$1,000.00 and/or all computer equipment, will be tagged with a Department of Public Safety inventory control number. All equipment will be maintained on the MOHS inventory data base. All equipment purchased with grant funds must be available for inspection. A copy of the most current Property Inventory form must be available in the Agency's grant file.
- K. Implementation of Agreement: All Sub-Grantees **are required** to attend a mandatory grant implementation meeting. Failure to attend one (1) of the available mandatory grant implementation meetings will result in rescinding of the grant funds allocated for the project.
- L. Termination of Agreement:
- In the event of Sub-Grantee noncompliance with any of the provisions of this agreement, the MS Office of Highway Safety may terminate this Agreement by giving the Sub-Grantee a thirty (30) day notice. Before issuing notice of termination of this Agreement, the MS Office of Highway Safety, shall allow the Sub-Grantee a reasonable opportunity to correct noncompliance issues. For noncompliance with the

nondiscrimination section of this agreement or with any of the said rules, regulations or orders, this agreement may be canceled, terminated, or suspended in whole or in part.

- The Sub-Grantee may terminate its participation in this agreement by notifying and submitting the required closeout documentation to the MS Office of Highway Safety, thirty (30) days in advance of the termination date.
- Agreements: Unless otherwise authorized in writing by the MS Office of Highway Safety, the Sub-Grantee shall not assign any portion of the work to be performed under this Agreement, or execute any Agreement, amendment or change order thereto, or obligate itself in any manner with any third party with respect to its rights and responsibilities under this Agreement without the prior written concurrence of the MS Office of Highway Safety. Any subcontract under this Agreement must include all required and/or applicable clauses and provisions of this agreement.
- Sub-Grantee failure to meet all reporting, attendance at meeting(s), scheduled events and timely submission of reimbursement requests set forth in the Agreement by the MS Office of Highway Safety, may result in the withholding of reimbursement payments.

VI. UNALLOWABLE COST

Limitations and Conditions: The provisions stated in the following section are not intended to deny flexibility in supporting potential accident and injury reduction activities; however, the conditions do serve as a guide in describing costs that are **not allowable** for highway safety funding. See NHTSA Highway Safety Grant Funding Guidance.

The following are unallowable:

A. Unallowable Costs for Facilities and Construction:

- Highway construction, maintenance, or design other than design of safety features of highways incorporated into Roadway Safety guidelines
- Construction or reconstruction of permanent facilities, such as paving, driving ranges, towers and non-portable skid pads
- Highway safety appurtenances including longitudinal barriers (such as guardrails), sign supports (except as allowed under Allowable Costs with Conditions for selected Items, Part II.A.2.), luminaire supports, and utility poles (FHWA safety construction Federal-aid funds are available)
- Construction, rehabilitation, or remodeling for any buildings or structures or for purchase of office furnishings and fixtures;

Examples of office furnishings and fixtures

- | | | |
|-------------|------------------|--------------------------|
| • Chair | • Bookcase | • Portable Partition |
| • Table | • Filing Cabinet | • Picture, Wall Clock |
| • Shelving | • Floor Covering | • Draperies and Hardware |
| • Coat Rack | • Office Planter | • Fixed Lighting/Lamp |

- Land (except for SAFETEA-LU Section 2010 and MAP-21 Section 405(f) motorcycle safety grant funds used to purchase a facility which includes the purchase of land upon which the facilities sit.)

B. Unallowable Equipment Costs:

- Fixed and portable truck scales (Motor Carrier safety program funds are available for truck scales)
- Traffic signal preemption systems (FHWA Federal-aid highway program funds are available for traffic signal preemption systems)
- Automated traffic enforcement systems may not be purchased, operated, or maintained with Section 402 funds (including MAP-21 Section 405(b) High Seat Belt Use Rate funds, 405(d) Ignition Interlock

funds, 405(e) Distracted Driving funds, and 405(g) GDL funds, in which a State has been approved to use for any eligible project or activity under 23 USC 402). (23 CFR Part 1300.13(c)).

- Radars or other speed measuring devices using MAP-21 Section 405-Impaired Driving Countermeasures and SAFETEA-LU Section 410 Alcohol Impaired Driving Countermeasures grant funds.

C. Unallowable Training Costs:

- Training of employees of Federal civilian and Federal military agencies. Note: Training for Department of the Interior personnel who are assigned Section 402 responsibilities is covered under the 5 percent administrative allowance.
- An individual's salary while pursuing training (except when the individual's salary is already supported with highway safety funds under an approved project).
- Overtime for police officers attending drug recognition expert training.

D. Program Administration:

- General costs of government. For States, local governments and Indian Tribes, the general costs of government are unallowable (except as provided in § 200.475 Travel. Reference 2 CFR § 200.444 and 2 CFR § 200.475).
- NHTSA highway safety grant funds used to defray expenses incurred or sought to be incurred for activities of Federal civilian or military agencies or employees. For Department of the Interior, personnel expenditures for the Section 402 program are covered under the five percent administrative allowance.
- Alcoholic beverages for any consumption purposes or techniques for determining driver impairment are not allowable (See Part III, D.3.). Reference 2 CFR § 200.423.
- Drug impaired activities, equipment and drug impaired training is not allowable using Sections 154/164 funds.

E. Lobbying:

- Federal - the cost of influencing the U.S. Congress and Federal agency officials for activities associated with obtaining grants, contracts, cooperative agreements or loans.
- State and Local-No Federal funds may be used for any activity specifically designed to urge or influence a State or local legislator to favor or oppose the adoption of any specific legislative proposal pending before any State or local legislative body. Such activities include both direct and indirect (e.g., grassroots) lobbying activities, with one exception. This does not preclude a State official whose salary is supported with NHTSA funds to engage in direct contact with State or local legislative officials, in accordance with customary State practice, even if it urges legislative officials to favor or oppose the adoption of a specific pending legislative proposal. (23 CFR Part 1300)

F. Additional Items Unallowable:

- Cell phones and guns are **not** allowable for purchase with these funds under any circumstances.
- Costs for equipment purchases exceeding \$5,000.00, must have prior approval from NHTSA. The MS Office of Highway Safety will obtain the approval letter and provide a copy to the Sub-Grantee.
- Where major multi-purpose equipment is to be purchased, costs shall be factored, based on utilization for highway safety purposes.
- Costs for the following equipment items are allowable only if a part of a comprehensive program effort. All allowable equipment must be included on the Federal Conformation Product List (CPL):
 - (1) Police traffic radar and other speed measuring devices used by the police (devices must meet the recommended federal guidelines);
 - (2) Alcohol testing; and

(3) Mobile video systems.

- The cost of training is allowable using DOT/NHTSA developed, equivalent, or endorsed curriculum. Documentation must be provided in order to receive reimbursement for a Individual Officer's salary for training. MOHS will reimburse an officer's salary, as long as the proper documentation is submitted such as a Certificate of Completion or Certificate of Attendance.
- Development costs of new training curriculum and materials are allowable, if they will not duplicate materials already developed for similar purposes by DOT/NHTSA or by other states. This does not preclude modifications of present materials necessary to meet particular state and local instructional needs.
- Costs are **not** allowable to pay for an employee's salary while pursuing training, nor to pay the salary of the employee's replacement except where the employee's salary is supported 100% under an approved project.
- All training **must be** included within the grant Agreement. Only DUI (Alcohol) training is allowed under alcohol funding. Occupant protection training is allowed under occupant protection funding.
- Supplanting, includes: (a) replacing routine and/or existing State or local expenditures with the use of Federal grant funds and/or (b) using Federal grant funds for costs of activities that constitute general expenses required to carry out the overall responsibilities of State, local, or Federally-recognized Indian tribal governments.
- The MOHS **will not reimburse** for the assistance of providing training to law enforcement officers through specialized training activities, unless approved in the MOHS Agreement. Any training or training assistance that is claimed and not listed in the approved MOHS Agreement will not be reimbursed.
- Cost to purchase program advertising space in the mass communication media is **not** allowable for Sub-Grantees.

CERTIFICATIONS AND ASSURANCES
FEDERAL CERTIFICATIONS AND ASSURANCES

NONDISCRIMINATION
(APPLIES TO SUB RECIPIENTS AS WELL AS SUB-GRANTEES)

The Sub-Grantee will comply with all Federal statutes and implementing regulations relating to Nondiscrimination ("Federal Nondiscrimination Authorities"). These include but are not limited to:

- TITLE VI OF THE CIVIL RIGHTS ACT OF 1964 (42 U.S.C. 2000d *et seq.*, 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin) and 49 CFR part 21;
- THE UNIFORM RELOCATION ASSISTANCE AND REAL PROPERTY ACQUISITION POLICIES Act of 1970, (42 U.S.C. 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- FEDERAL-AID HIGHWAY ACT OF 1973, (23 U.S.C. 324 *et seq.*), AND TITLE IX OF THE EDUCATION AMENDMENTS OF 1972, as amended (20 U.S.C. 1681-1683 and 1685-1686) (prohibit discrimination on the basis of sex);
- SECTION 504 OF THE REHABILITATION ACT OF 1973, (29 U.S.C. 794 *et seq.*), as amended, (prohibits discrimination on the basis of disability) and 49 CFR part 27;
- THE AGE DISCRIMINATION ACT OF 1975, as amended, (42 U.S.C. 6101 *et seq.*), (prohibits discrimination on the basis of age);
- THE CIVIL RIGHTS RESTORATION ACT OF 1987, (Pub. L. 100-209), (broadens scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal aid recipients, sub-recipients and contractors, whether such programs or activities are Federally-funded or not);

- TITLES II AND III OF THE AMERICANS WITH DISABILITIES ACT (42 U.S.C. 12131-12189) (prohibits discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing) and 49 CFR parts 37 and 38;
- EXECUTIVE ORDER 12898, FEDERAL ACTIONS TO ADDRESS ENVIRONMENTAL JUSTICE IN MINORITY POPULATIONS AND LOW-INCOME POPULATIONS (prevents discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations); and
- EXECUTIVE ORDER 13166, IMPROVING ACCESS TO SERVICES FOR PERSONS WITH LIMITED ENGLISH PROFICIENCY (guards against Title VI national origin discrimination/discrimination because of limited English proficiency (LEP) by ensuring that funding recipients take reasonable steps to ensure that LEP persons have meaningful access to programs (70 FR 74087-74100).

The Sub-Grantee—

- Will take all measures necessary to ensure that no person in the United States shall, on the grounds of race, color, national origin, disability, sex, age, limited English proficiency, or membership in any other class protected by Federal Nondiscrimination Authorities, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any of its programs or activities, so long as any portion of the program is Federally-assisted;
- Will administer the program in a manner that reasonably ensures that any of its sub recipients, contractors, subcontractors, and consultants receiving Federal financial assistance under this program will comply with all requirements of the Non-Discrimination Authorities identified in this Assurance;
- Agrees to comply (and require any of its sub recipients, contractors, subcontractors, and consultants to comply) with all applicable provisions of law or regulation governing US DOT's or NHTSA's access to records, accounts, documents, information, facilities, and staff, and to cooperate and comply with any program or compliance reviews, and/or complaint investigations conducted by US DOT or NHTSA under any Federal Nondiscrimination Authority;
- Acknowledges that the United States has a right to seek judicial enforcement with regard to any matter arising under these Non-Discrimination Authorities and this Assurance;
- Agrees to insert in all contracts and funding agreements with other State or private entities the following clause:
 - “During the performance of this contract/funding agreement, the contractor/funding recipient agrees—
 - a. To comply with all Federal nondiscrimination laws and regulations, as may be amended from time to time;
 - b. Not to participate directly or indirectly in the discrimination prohibited by any Federal non-discrimination law or regulation, as set forth in appendix B of 49 CFR part 21 and herein;
 - c. To permit access to its books, records, accounts, other sources of information, and its facilities as required by the State highway safety office, US DOT or NHTSA;
 - d. That, in event a contractor/funding recipient fails to comply with any nondiscrimination provisions in this contract/funding agreement, the State highway safety agency will have the right to impose such contract/agreement sanctions as it or NHTSA determine are appropriate, including but not limited to withholding payments to the contractor/funding recipient under the contract/agreement until the contractor/funding recipient complies; and/or cancelling, terminating, or suspending a contract or funding agreement, in whole or in part; and

e. To insert this clause, including paragraphs (a) through (e), in every subcontract and sub agreement and in every solicitation for a subcontract or sub-agreement that receives Federal funds under this program.

POLITICAL ACTIVITY (HATCH ACT)

(APPLIES TO SUB RECIPIENTS AS WELL AS SUB-GRANTEES)

The Sub-Grantee will comply with provisions of the Hatch Act (5 U.S.C. 1501-1508), which limits the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

CERTIFICATION REGARDING FEDERAL LOBBYING

(APPLIES TO SUB RECIPIENTS AS WELL AS SUB-GRANTEES)

Certification for Contracts, Grants, Loans, and Cooperative Agreements

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

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions;
3. The undersigned shall require that the language of this certification be included in the award documents for all sub-award at all tiers (including subcontracts, subgrants, and contracts under grant, loans, and cooperative agreements) and that all sub recipients shall certify and disclose accordingly.

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

RESTRICTION ON STATE LOBBYING

(APPLIES TO SUB RECIPIENTS AS WELL AS SUB-GRANTEES)

None of the funds under this program will be used for any activity specifically designed to urge or influence a State or local legislator to favor or oppose the adoption of any specific legislative proposal pending before any

State or local legislative body. Such activities include both direct and indirect (e.g., “grassroots”) lobbying activities, with one exception. This does not preclude a State official whose salary is supported with NHTSA funds from engaging in direct communications with State or local legislative officials, in accordance with customary State practice, even if such communications urge legislative officials to favor or oppose the adoption of a specific pending legislative proposal.

CERTIFICATION REGARDING DEBARMENT AND SUSPENSION

(APPLIES TO SUB RECIPIENTS AS WELL AS SUB-GRANTEES)

Instructions for Primary Certification (Sub-Grantees)

1. By signing and submitting this proposal, the prospective primary tier participant is providing the certification set out below and agrees to comply with the requirements of 2 CFR parts 180 and 1200.
2. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective primary tier participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective primary tier participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.
3. The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the prospective primary tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default or may pursue suspension or debarment.
4. The prospective primary tier participant shall provide immediate written notice to the department or agency to which this proposal is submitted if at any time the prospective primary tier participant learns its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
5. The terms *covered transaction*, *civil judgment*, *debarment*, *suspension*, *ineligible*, *participant*, *person*, *principal*, and *voluntarily excluded*, as used in this clause, are defined in 2 CFR parts 180 and 1200. You may contact the department or agency to which this proposal is being submitted for assistance in obtaining a copy of those regulations.
6. The prospective primary tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction.
7. The prospective primary tier participant further agrees by submitting this proposal that it will include the clause titled “Instructions for Lower Tier Certification” including the “Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion—Lower Tier Covered Transaction,” provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions and will require lower tier participants to comply with 2 CFR parts 180 and 1200.

8. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant is responsible for ensuring that its principals are not suspended, debarred, or otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any prospective lower tier participants, each participant may, but is not required to check the System for Award Management Exclusions website (<https://www.sam.gov>)
9. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
10. Except for transactions authorized under paragraph 6 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal government, the department or agency may terminate the transaction for cause or default.

Certification Regarding Debarment, Suspension, and Other Responsibility Matters—Primary Tier Covered Transactions

- (1) The prospective primary tier participant 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 participating in 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 record, 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.
- (2) Where the prospective primary tier participant is unable to certify to any of the Statements in this certification, such prospective participant shall attach an explanation to this proposal.

Instructions for Lower Tier Certification

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below and agrees to comply with the requirements of 2 CFR parts 180 and 1200.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal

government, the department or agency with which this transaction originated may pursue available remedies, including suspension or debarment.

3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms *covered transaction*, *civil judgment*, *debarment*, *suspension*, *ineligible*, *participant*, *person*, *principal*, and *voluntarily excluded*, as used in this clause, are defined in 2 CFR parts 180 and 1200. You may contact the person to whom this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department of agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this proposal that it will include the clause titled “Instructions for Lower Tier Certification” including the “Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion—Lower Tier Covered Transaction,” without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions and will require lower tier participants to comply with 2 CFR parts 180 and 1200.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant is responsible for ensuring that its principals are not suspended, debarred, or otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any prospective lower tier participants, each participant may, but is not required to, check the System for Award Management Exclusions website (<https://www.sam.gov>).
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension or debarment.

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion—Lower Tier Covered Transactions

1. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in covered transaction by any Federal department or agency.
2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

BUY AMERICA ACT

(APPLIES TO SUB RECIPIENTS AS WELL AS SUB-GRANTEES)

The Sub-Grantee and each sub recipient will comply with the Buy America requirement (23 U.S.C. 313) when purchasing items using Federal funds. Buy America requires a State, or sub recipient, to purchase with Federal funds only steel, iron and manufactured products produced in the United States, unless the Secretary of Transportation determines that such domestically produced items would be inconsistent with the public interest, that such materials are not reasonably available and of a satisfactory quality, or that inclusion of domestic materials will increase the cost of the overall project contract by more than 25 percent. In order to use Federal funds to purchase foreign produced items, the Sub-Grantee must submit a waiver request that provides an adequate basis and justification for approval by the Secretary of Transportation.

PROHIBITION ON USING GRANT FUNDS TO CHECK FOR HELMET USAGE

(APPLIES TO SUB RECIPIENTS AS WELL AS SUB-GRANTEES)

The Sub-Grantee and each sub recipient will not use 23 U.S.C. Chapter 4 grant funds for programs to check helmet usage or to create checkpoints that specifically target motorcyclists.

MS OFFICE OF HIGHWAY SAFETY CERTIFICATIONS AND ASSURANCES

Alcohol/Impaired Driving/Occupant Protection/Police Traffic Services/ Law Enforcement Liaison (LEL) Coordination and High Visibility Enforcement (HVE) Participation Compliance **(Applies only to Law Enforcement Sub-Grantees)**

Law enforcement agencies funded with Federal Highway Safety funds administered by the MS Office of Highway Safety for the purpose of LEL Coordination and HVE Enforcement Participation must comply with the following:

1. Sub-Grantee with a LEL Network Coordinator Grant **must hold** a LEL Troop Network meeting to promote State/County/Local networking for the national blitz campaigns, blitz reporting, and PI&E efforts. **(LEL Coordination Sub-Grantees Only)**
2. Sub-Grantee with a LEL Network Coordinator Grant **must allow** the LEL network coordinators to assist the MS Office of Highway Safety in promoting and gathering statistics from the NHTSA national blitz campaigns. **(LEL Coordination Sub-Grantees Only)**
3. Sub-Grantee **must engage** in three (3) sustained enforcement blitz periods during the national campaigns for Christmas/New Year's, Memorial Day, and the Labor Day Holiday by conducting checkpoints and/or saturation patrols.

4. Sub-Grantee **must** engage in two (2) sustained enforcement blitz periods during Super Bowl Sunday, 4th of July Holiday Period, and any additional sustained enforcement periods coordinated by the MOHS by conducting checkpoints and/or saturation patrols during the state campaigns.
5. For each of the national blitz campaigns, Sub-Grantee **must maintain** relevant statistics and **submit** a mobilization form reporting the total number of checkpoints, saturation patrols, arrests and other citations/relevant statistics by the MOHS required deadline. Failure to comply with this requirement may result in delay of reimbursement payments.
6. Sub-Grantee **is required** to generate earned media (example: press conference, TV, radio, social media or print news articles) before, during, or after High Visibility Enforcement (HVE) state and national campaign events and must submit documentation with each activity report.
7. Law Enforcement Sub-Grantees **will use** the following criteria to help identify locations in each city/county for intensified enforcement including checkpoints and saturation patrols.
 - ☐ Unusual incidents of alcohol/ drug related crashes/fatalities;
 - ☐ Alcohol/ drug impaired driving violations;
 - ☐ Unusual number of nighttime single vehicle crashes/fatalities (Impaired, Unbelted and Speed);
 - ☐ Any other documented alcohol/ drug related vehicular incidents;
 - ☐ Citation data related to restrained and unrestrained occupants;
 - ☐ Unusual incidents of unbelted crashes/fatalities
 - ☐ Seatbelt/Child restraint violations;
 - ☐ Unusual incidents of teen crashes/fatalities; and
 - ☐ Unusual incidents of speed crashes/fatalities.

DUI/Impaired Enforcement Compliance

(Applies only to Sub-Grantees funded with Impaired Driving (405d), Alcohol (154) funds, and/or any Police Traffic Service (402) funds used for Impaired Driving and/or Alcohol enforcement)

Law enforcement agencies funded with Federal Highway Safety funds administered by the MS Office of Highway Safety for the purpose of DUI/Impaired Enforcement must comply with the following:

1. Sub-Grantee **agrees and commits** to have the Individual Officer(s) (if applicable) and/or other officers assigned to work DUI/Impaired overtime to engage their efforts during peak hours when most impaired drivers are likely driving under the influence.
 - Individual DUI/Impaired Officer(s) shift hours **will include 4:00 p.m. and no later than 7:00 a.m. and will include Thursday, Friday, Saturday and Sunday.**
 - Overtime hours for DUI/Impaired Enforcement **will include 4:00 p.m. and no later than 7:00 a.m. and will include Thursday, Friday, Saturday, and Sunday.**

Proper justification may be requested by MOHS regarding **other dates or time periods** within the jurisdiction for needed enforcement outside the above shifts.

2. Specific DUI/Impaired activities in which the DUI/Impaired officer(s) (if applicable) and/or other officers working overtime **will include** checkpoints, saturation patrols and other impaired driving enforcement activities as designated.
3. The Sub-Grantee **will engage** in national campaigns endorsed by the National Highway Traffic Safety Administration.
4. The Sub-Grantee **will engage** in **all** activities as described in the High Visibility Enforcement (HVE) Participation Compliance.
5. The Sub-Grantee **will engage** in sustained enforcement blitz periods during Super Bowl Sunday, 4th of July Holiday Period, and any additional sustained enforcement periods coordinated by the MOHS by conducting checkpoints and/or saturation patrols during the state campaigns.
6. The Sub-Grantee **will generate** earned media (example: press conference, TV, social media, radio or print news articles) either before, during, or after High Visibility Enforcement (HVE) national campaign events and must submit documentation with each quarterly report.

Occupant Protection/Police Traffic Services

High Visibility Enforcement (HVE)

Applies only to Sub-Grantee funded with 402 (OP), 402(PTS) or 405(B)

Law enforcement agencies funded with Federal Highway Safety funds administered by the MS Office of Highway Safety for the purpose of Occupant Protection/Police Traffic Service Enforcement must comply with the following:

1. Sub-Grantee funded under a 402/405(b) Occupant Protection/Police Traffic Services Federal grant funds **must participate** in the National Click It or Ticket Campaign Mobilization and Child Passenger Safety week.
2. Sub-Grantee **will submit** forms containing the number of child restraint/safety belt citations, etc. and **submit** by the reporting deadline set forth by the MS Office of Highway Safety for the National Click It or Ticket Campaign. Failure to comply with this requirement may result in the delay of reimbursement payments.
3. Sub-Grantee **will generate** earned media (example: press conference, TV, social media, radio or print news articles) either before, during, or after High Visibility Enforcement (HVE) national campaign events and must submit documentation with each activity report.

Audit Requirements:

Law enforcement, state, local, non-profit agencies funded with Federal Highway Safety funds administered by the MS Office of Highway Safety for the purpose of grant activity must comply with the following (2 CFR§200.501):

(a) *Audit required.* A non-Federal entity that expends \$750,000 or more during the non-Federal entity's fiscal year in Federal awards must have a single or program-specific audit conducted for that year in accordance with the provisions of this part.

(b) *Single audit.* A non-Federal entity that expends \$750,000 or more during the non-Federal entity's fiscal year in Federal awards must have a single audit conducted in accordance with §200.514 Scope of audit except when it elects to have a program-specific audit conducted in accordance with paragraph (c) of this section.

(c) *Program-specific audit election.* When an auditee expends Federal awards under only one Federal program (excluding R&D) and the Federal program's statutes, regulations, or the terms and conditions of the Federal award do not require a financial statement audit of the auditee, the auditee may elect to have a program-specific audit conducted in accordance with §200.507 Program-specific audits. A program-specific audit may not be elected for R&D unless all of the Federal awards expended were received from the same Federal agency, or the same Federal agency and the same pass-through entity, and that Federal agency, or pass-through entity in the case of a sub recipient, approves in advance a program-specific audit.

(d) *Exemption when Federal awards expended are less than \$750,000.* A non-Federal entity that expends less than \$750,000 during the non-Federal entity's fiscal year in Federal awards is exempt from Federal audit requirements for that year, except as noted in §200.503 Relation to other audit requirements, but records must be available for review or audit by appropriate officials of the Federal agency, pass-through entity, and Government Accountability Office (GAO).

(e) *Federally Funded Research and Development Centers (FFRDC).* Management of an auditee that owns or operates a FFRDC may elect to treat the FFRDC as a separate entity for purposes of this part.

(f) *Sub-recipients and Contractors.* An auditee may simultaneously be a recipient, a sub recipient, and a contractor. Federal awards expended as a recipient or a sub recipient are subject to audit under this part. The payments received for goods or services provided as a contractor are not Federal awards. Section §200.331 Sub recipient and contractor determinations sets forth the considerations in determining whether payments constitute a Federal award or a payment for goods or services provided as a contractor.

(g) *Compliance responsibility for contractors.* In most cases, the auditee's compliance responsibility for contractors is only to ensure that the procurement, receipt, and payment for goods and services comply with Federal statutes, regulations, and the terms and conditions of Federal awards. Federal award compliance requirements normally do not pass through to contractors. However, the auditee is responsible for ensuring compliance for procurement transactions which are structured such that the contractor is responsible for program compliance or the contractor's records must be reviewed to determine program compliance. Also, when these procurement transactions relate to a major program, the scope of the audit must include determining whether these transactions are in compliance with Federal statutes, regulations, and the terms and conditions of Federal awards.

(h) *For-profit sub recipient.* Since this part does not apply to for-profit sub recipients, the pass-through entity is responsible for establishing requirements, as necessary, to ensure compliance by for-profit sub recipients. The

agreement with the for-profit sub recipient must describe applicable compliance requirements and the for-profit sub recipient's compliance responsibility. Methods to ensure compliance for Federal awards made to for-profit sub recipients may include pre-award audits, monitoring during the agreement, and post-award audits. See also §200.332 Requirements for pass-through entities.

Sub-Grantees are required to provide a copy of the jurisdiction/agency(s) most recent financial audit with the submission of the Grant Application. If the agency receives an updated audit during the grant year, the agency is required to provide a copy of the audit to the MOHS.

STATE CERTIFICATION AND ASSURANCE

**CERTIFICATION AND STANDARD ASSURANCE REQUIREMENT FOR:
(APPLIES TO SUB RECIPIENTS AS WELL AS SUB-GRANTEES)**

CONCERNING: STATE, COUNTY AND LOCAL EMERGENCY RESPONSE AND VEHICULAR PURSUIT POLICIES

When truly applicable and in full cooperation with the MS Office of Highway Safety, all grant and/or Sub-Grantee recipients (regardless of the type of entity or the amount awarded) must show substantial compliance with the following statutory requirement: On or after January 1, 2005, each state, county and local law enforcement agency that conducts emergency response and vehicular pursuits shall adopt written policies and training procedures that set forth the manner in which these operations shall be conducted. Each law enforcement agency may create its own policies or adopt an existing model. All pursuit policies created or adopted by any law enforcement agency must address situations in which police pursuits cross over into other jurisdictions. Law enforcement agencies which do not comply with the requirements of this provision are subject to the withholding of any state funding or state administered federal funding.

MS Code Annotated § 45-1-43, effective from and after July 1, 2004.

The obligation of a Sub-Grantee is to formulate, implement, and maintain certain written pursuit policies and training procedures which specifically set forth how these operations shall be conducted in accordance with State law. Note that "recipient" means any state, county or local law enforcement agency that conducts emergency response and vehicular pursuits and which may also receive any state funding or state administered federal funding.

A true copy of the law enforcement agency's emergency response and vehicular pursuit policy with pertinent training procedures must be retained in the agency grant file and be available for review. However, when otherwise allowed to submit an alternative for the required documentary confirmation, recipient must specifically identify and acknowledge the use of viable pertinent policies and training procedures, as these factors may be especially expressed through an appropriate letter or timely memorandum of understanding. All relevant information submitted or received by the MOHS, becomes an actual documented part of the grant documentation and thus will be placed within the MOHS master file for grants.

During any occurrence or time period for application, selection, award, implementation or close out of a grant or an award, if the grantee, Sub-Grantee, or recipient does not show compliance with the statute emphasized above, the grantee, Sub-Grantee or recipient is subject to the withholding of any state funding or state administered federal funding. Failure of grantee, Sub-Grantee or recipient to communicate the relevant policy that is required by statute may lead to adverse cost adjustment, disallowance of costs and/or recovery of

As the Authorized Official for, City of Hattiesburg **(Sub-Grantee Name)**, I certify by my signature below, that I have fully read and I am cognizant of our duties and responsibilities under the emergency response and vehicular pursuit policies statute. Therefore, I hereby comply with this Certification and Standard Assurance requirement by retaining true copy of the applicable state, county or local emergency response and vehicular pursuit policies with training procedures which are pertinent to this organization. A copy of the vehicular pursuit policy must be maintained in the Sub-Grantee agency grant file.

Authorizing Official's Title

Authorizing Official's Title

LOCAL GOVERNMENTAL RESOLUTION AGREEMENT AND AUTHORIZATION TO PROCEED

WHEREAS, the City of Hattiesburg
(Governing Body of Unit of Government)

Herein called the “**SUB-GRANTEE**” has thoroughly considered the problem addressed in the application (Program Source) 154 ALCOHOL and has reviewed the project described in the agreement; and

WHEREAS, under the terms of Public Law 89-564 as amended, the United States of America has authorized the Department of Transportation, through the Mississippi Office of Highway Safety to make federal contracts to assist local governments in the improvement of highway safety,

NOW THEREFORE BE IT RESOLVED BY THE City of Hattiesburg
(Governing Body of Unit of Government)

IN THE JURISDICTION Hattiesburg **MISSISSIPPI, THIS** 20th **Day of**
September, **20** 22 **AS**

FOLLOWS:

1. That the project above is in the best interest of the Sub-Grantee and the general public.
2. Mayor Toby Barker
(Name and Title of Representative) is authorized to accept, on behalf of the Sub-Grantee, an award in the form prescribed by the MS Office of Highway Safety for federal funding in the amount of \$ 83,853.64 to be made to the Sub-Grantee defraying the cost
(Federal Dollar Requested) of the project described in the award.
3. One original or certified copy of this resolution must be included as part of the award referenced above.
4. That this resolution shall take effect immediately upon its adoption.

(If Applicable)

DONE AND ORDERED IN OPEN MEETING BY Mayor Toby Barker
(Chairman of Board/Mayor)

Alderman/Councilperson _____ offered the foregoing resolution and moved its adoption, which was seconded by Alderman/Councilperson _____ and, was duly adopted.

Date: 9/20/2022

Seal (City/County Seal is required)

Attest: _____

By: Kermas Eaton, City Clerk
(Blue Ink)

Mississippi Office of Highway Safety Designation of Secondary Signatory Official

Pursuant to the MS Department of Public Safety's requirements that the signatory official is the only person authorized to sign official documentation in relation to the sub-grant, such as monthly financial cost reporting worksheets, the (agency/department name) City of Hattiesburg has authorized and approved (print designated secondary signatory official name) Lisa Hanson to sign any/all forms related to this contract.

Upon approval of this request said person will then be **Responsible/Liable**, as the signatory official, for claims submitted by them to this agency. The approval of this request will allow this person to complete required documentation in the absence and/or on behalf of the signatory official.

Name: Lisa Hanson Title: Comptroller
(Designated Secondary Signatory Official)

Organization Name: City of Hattiesburg

Mailing Address: P.O. Box 1898

City: Hattiesburg Zip Code: 39403-1898

Telephone Number: (601) 554-1034 Cellular Number: ()

Email Address: lhanson@hattiesburgms.com

Signature of Designated Secondary Signatory Official: 

Appointed by Authorizing Official: Toby Barker Date: 9/20/2022
(Mayor, Board President, Commissioner, Director) (Print Name)

Signature: _____ Title: Mayor
(Authorizing Official)



Memorandum

To: Mayor Toby Barker and Members of City Council

From: Sylvester London, Division Manager

cc:

Date: Tuesday, September 20, 2022

Re: Acknowledge term bids received on August 11, 2022 and August 25, 2022 for various term bid items for various departments; Approve bids based on information in the attached memorandum.
File Number: 2022-680
Minute Book #

Summary

Acknowledge term bids received on August 11, 2022 and August 25, 2022 for various term bid items for various departments; Approve bids based on information in the attached memorandum.

Recommendation Statement

After review of the bids received from various vendors on August 11, 2022 and August 25, 2022 for purchases of commodities required in the operation various departments, it is my recommendation that the following actions be taken in acceptance of bids for the following items:

Public Services

Item # 2 - Repair & Rehabilitation of City Streets - Accept the bid of Warren Paving as the primary vendor and Dunn Roadbuilders as the alternate.

Item #25 - Concrete and Brick Transportation Structures - Accept the bid of RJM McQueen as the only bid received.

Water

Item #11 - Chlorine Gas and Sulfur Dioxide – Accept the bid of Allied Universal as the only bid received.

Item #20 - Furnish Labor, Equipment and Material for Repair, Replacement or Installation of Ductile Iron or PVC Water Lines and Fittings - Accept the bid of CJ Morgan as the lowest and best bid received.

Item #26 - Sanitary Sewer Line and Storm Repair or Replacement and New Installation - Accept the bid of RJM McQueen as the only bid received.

Should you have any questions concerning this recommendation, please contact my office.

Please place this on the September 20, 2022 City Council meeting for consideration.

	Warren	Dunn
201-B	\$ 7,500.00	\$ 8,500.00
202-A	\$ 2.50	\$ 2.30
202-A	\$ 7,500.00	\$ 6,700.00
202-B	\$ 2.50	\$ 2.30
203-A	\$ 35.00	\$ 25.00
203-I	\$ 225.00	\$ 145.00
209-A	\$ 5.00	\$ 4.15
225-A	\$ 2,500.00	\$ 3,000.00
304-A	\$ 31.50	\$ 35.00
304-F	\$ 69.50	\$ 82.50
304-H	\$ 125.00	\$ 152.00
304-I	\$ 195.00	\$ 150.00
307-C	\$ 5.50	\$ 4.50
307-D	\$ 315.00	\$ 350.00
308-A	\$ 295.00	\$ 300.00
308-B	\$ 5.50	\$ 4.50
403-A	\$ 124.50	\$ 159.00
403-M	\$ 119.00	\$ 140.00
406-A	\$ 34.95	\$ 36.00
407-A	\$ 6.50	\$ 5.00
413-A	\$ 22.00	\$ 22.00
413-C	\$ 4.00	\$ 3.00
413-D	\$ 51.00	\$ 50.00
450	\$ 42.00	\$ 35.00
625-A	\$ 0.25	\$ 2.00
625-C	\$ 0.35	\$ 2.00
625-E	\$ 1.20	\$ 2.00
625-F	\$ 5.00	\$ 3.00
626-A	\$ 0.75	\$ 3.00
626-B	\$ 1.20	\$ 2.00
626-G	\$ 3.75	\$ 3.00
626-H	\$ 9.75	\$ 7.00
627-C	\$ 9.75	\$ 6.00
627-D	\$ 9.75	\$ 6.00
Manhole Adj	\$ 425.00	\$ 1,800.00
Water Valve Adj	\$ 150.00	\$ 1,300.00
907-A	\$ 124.50	\$ 155.00

Total	\$ 19,957.20	\$ 23,198.25
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Post Office Box 572
Hattiesburg, Mississippi 39403
Telephone (601) 544-7811 • Fax (601) 544-2005

Post Office Box 2545
Gulfport, Mississippi 39503
Telephone (228) 896-8003 • Fax (228) 896-8155

DATE: August 11, 2022
TO: Honorable Mayor and City Council, City of Hattiesburg
RE: Item #2- Repair and Rehabilitation of Streets
for City of Hattiesburg

We appreciate the opportunity to quote the repair and rehabilitation term bid and we look forward to serving your Hot Mix Asphalt needs. The prices provided are for the period beginning October 1, 2022 and ending on September 30, 2023. The prices will be subject to the fuel and material adjustments as per the 2004 edition of the Mississippi Department of Transportation "Standard Specifications for Road and Bridge Construction," Section 109.07 of said Specifications, as of purchase order date. Current bid prices provided are based on the August 2022 Index for PG 67-22 asphalt cement.

Sincerely,

WARREN PAVING, INC.


Jeremy Patterson

August 5, 2022

In accordance with Senate Bill No. 2241 of the Mississippi Legislature Regular Session 1981, the industry wide current petroleum products base prices for contracts to be let in August 2022 are furnished as follows.

FUELS

	<u>Per Gallon</u>	<u>Per Liter</u>
Gasoline	\$2.9983	\$0.7921
Diesel	\$3.9730	\$1.0496

MATERIALS OF CONSTRUCTION

ASPHALT CEMENT

	<u>Per Gallon</u>	<u>Per Ton</u>	<u>Per Liter</u>	<u>Per Metric Ton</u>
Viscosity Grade AC-5	\$3.2245	\$765.00	\$0.8518	\$843.25
Viscosity Grade AC-10	\$3.2666	\$775.00	\$0.8630	\$854.28
Viscosity Grade AC-20	\$3.1823	\$755.00	\$0.8407	\$832.23
Viscosity Grade AC-30	\$3.1823	\$755.00	\$0.8407	\$832.23
Grade PG-64-22	\$3.1823	\$755.00	\$0.8407	\$832.23
Grade PG-67-22	\$3.2034	\$760.00	\$0.8462	\$837.74
Grade PG-76-22	\$3.8056	\$902.86	\$1.0053	\$995.22
Grade PG-82-22	\$4.2361	\$1,005.00	\$1.1191	\$1107.80

EMULSIFIED ASPHALTS, PRIMES, & TACK COATS

Grade SS-1	\$2.6133	\$0.6904
Grade RS-2C (CRS-2)	\$3.0950	\$0.8176
Grade CRS-2P	\$3.3933	\$0.8964
Grade EA-1, EPR-1, & AE-P	\$3.4500	\$0.9114
Grade CSS-1 & 1H (Undiluted)	\$2.7540	\$0.7275
Grade CSS-1 & 1H	\$1.9200	\$0.5072

DSM: WCC

SHANE MARTIN, P.E.
STATE CONSTRUCTION ENGINEER

NOTICE TO BIDDERS

NOTICE is hereby given that the Mayor and Council of the City of Hattiesburg, Mississippi will receive sealed bids until 10:00 AM on Thursday, August 11, 2022, in the City Clerk's Office in the City Hall of said City for furnishing the City's requirements for the following supplies, to-wit:

ITEM #2: REPAIR AND REHABILITATION OF CITY STREETS

The above shall be bid upon and delivered as per detailed specifications on file in the Office of the City Clerk, 200 Forrest Street, Hattiesburg, Mississippi, 39401. (601) 545-4552, which may be obtained upon request.

SEALED BIDS:

Sealed bids must be received in a sealed envelope which is marked in the lower left-hand corner with the word BID and the NAME OF ITEM on which bid is being made and the DATE OF BID OPENING.

ELECTRONIC BIDS:

Official bid documents can be downloaded from Central Bidding at www.centralbidding.com. Electronic bids can be submitted at www.centralbidding.com. For any questions relating to the electronic bidding process, please call Central Bidding at 225-810-4814.

The lowest and best bid received will be accepted, subject to the provisions of Section 31-7-13 of the Mississippi Code of 1972, Annotated as Amended, and other applicable State law; but the Council reserves the right to reject any or all bids received and to waive formalities.

PUBLISHED by Order of the Council on this, the 19th day of July, 2022.

CITY OF HATTIESBURG, MISSISSIPPI



CITY CLERK

(SEAL)

**SPECIFICATIONS FOR ITEM #2: REPAIR AND REHABILITATION OF STREETS FOR
THE CITY OF HATTIESBURG**

Bidder shall bid on furnishing materials, labor and equipment to repair and rehabilitate city streets in the City of Hattiesburg which means or exceeds the Mississippi State Highway Standard Specifications for Road and Street Bridge Construction, together with all provisions and/or addendums to the standards, amendments and/or special duty approved and adopted or the Mississippi Standard Specifications, whichever is more stringent.

No Vibratory rolling will be allowed. Lot densities will be reduced by one percent to accommodate this. Contractor will be responsible for all sampling and testing upon request. Application of Pay Item 413-F will constitute milling at a maximum of seven feet from edge of curb and/or gutter. Application of Pay Item 404-F will constitute asphalt used for fill for base repairs in lieu of crushed stone or other material.

Bidder will be properly licensed within the State of Mississippi for street construction work.

Temporary traffic control for construction zones shall be included in bid price and subject to referenced specifications. Contractor shall follow the Manual on Uniform Traffic Control Devices.

The City of Hattiesburg reserves the right to bid any and all projects, as determined by the City Engineer or Public Works Director, on an individual basis and have said work performed by the successful bidder, or have work performed under this contract, whichever is in the City's best interest.

Contractor shall have 2 weeks to respond to the City with a paving timeline after receipt of paving request (Purchase Order). If Contractor fails to respond, doesn't meet paving timeline or paving timeline is insufficient as determined by Public Works Director and/or Engineering Director, the City reserves the right to award the work to the alternate.

Pursuant to Section 31-5-21 of the Mississippi Code (Amended) which requires certain vendors have liability insurance, the successful bidder shall furnish to the City of Hattiesburg, before entering into any such contract, proof of general liability insurance coverage in the amount not less than one million dollars (\$1,000,000.00) for bodily injury and property damage.

PRICES shall be \$ per BM for a period beginning October 1, 2022, and ending September 30, 2023, Plans to be purchased as required.

DELIVERY: F.O.B. Hattiesburg, Mississippi, within seven (7) days of agreed upon paving timeline. Ship in full, freight prepaid. No partial shipment accepted.

PAYMENT TERMS: Retention within forty-five (45) days from satisfactory

delivery of goods and receipt of invoice(s).

The City of Hattiesburg shall not be responsible for any bid sent via U.S. Mail or any other mail courier service which is delivered or received after the date and time listed in said specifications and/or Notice to Bidders. State Law prohibits the consideration of bids received after the date and time advertised for receipt of Sealed bids.

SEALED BIDS must be received in a sealed envelope which is clearly marked in the lower left-hand corner **EXACTLY** as follows:

BID
ITEM #2 REPAIR AND REHABILITATION OF STREETS
FOR CITY OF HATTIESBURG
SUBMITTED BY 10:00 A.M. THURSDAY, AUGUST 11, 2022
CERTIFICATE OF RESPONSIBILITY NO. _____

ELECTRONIC BIDS / REVERSE AUCTIONS:

Official bid documents can be downloaded from Central Bidding at www.centralbidding.com. Electronic bids and /or reverse auction bids can be submitted at www.centralbidding.com. For any questions relating to the electronic bidding process, please call Central Bidding at 225-810-4814.

The lowest and best bid received will be accepted, subject to the provisions of Section 31-7-13 of the Mississippi Code of 1972, Annotated as Amended, and other applicable State law; but the Council reserves the right to reject any and all bids received and to waive informalities.

APPROVED on this, the 19th day of July, 2022.

CITY OF HATTIESBURG, MISSISSIPPI

BY: 

CITY CLERK

SPECIFICATIONS APPROVED BY:


ENGINEERING DEPARTMENT

BID FORM FOR ITEM #2-REPAIR & REHABILITATION OF STREETS FOR CITY OF
HATTIESBURG

PAY ITEM #	PAY ITEM	UNITS	UNIT PRICE
201-B	Clearing and Grubbing	Acre	7500.00
202-A	Removal of Existing Traffic Stripe	L.F.	2.50
202-A	Removal of Rail Crossing: Rail Lines and Ties	each	7500.00
202-B	Removal of Traffic Stripe by Grinding	L.F.	2.50
203-A	Unclassified Excavation	C.Y.	35.00
203-I	Motor Grader per Hour	hour	115.00
209-A	Geotextile Stabilization, Type V	S.Y.	5.00
225-A	Grassing	Acre	2500.00
304-A	Granular Material, Class 9, Group C	C.Y.	31.50
304-F	Crushed Stone or Crushed Concrete Base, size 825, Roadbed Construction	ton	19.50
304-H	Crushed Stone or Crushed Concrete Base, size 825, Base Repair	ton	125.00
304-I	BB-1 Hot Mix Asphalt Fill, Base Repair	ton	195.00
307-C	8" Soil-Lime-Water Mixing	S.Y.	5.50
307-D	Lime	ton	315.00
308-A	Portland Cement	ton	295.00
308-B	8" Soil-Cement-Water Mixing at 5% Concentration	S.Y.	5.50
403-A	SC-1 Hot Mix Asphalt Surface Course	ton	124.50
403-M	BB-1 Hot Mix Asphalt Base Course	ton	119.00
406-A	Cold Milling of Asphalt Pavement	ton	34.95
407-A	Asphalt for Tack Coat, EA-4	gallon	6.50
413-A	Joint Sealer Material	gallon	22.00
413-C	Cleaning and Sealing Cracks/Joints	L.F.	4.00
413-D	Transitional Edge Milling, 7' from Curb and/or Gutter	ton	51.00
450	Milling Purchase B Price for Contractor to sell milled asphalt material to City of Hattiesburg	ton	42.00

625-A	4" Painted Traffic Stripe, Skip White & Yellow	L.F.	0.25
625-C	4" Painted Traffic Stripe, Continuous White & Yellow	L.F.	0.35
625-E	4" Painted Detail Traffic Stripe	L.F.	1.20
625-F	Painted Legend	S.F.	5.00
626-A	4" Thermoplastic Traffic Stripe, Skip White or Yellow, 90 Mil Thickness	L.F.	0.75
626-B	4" Thermoplastic Traffic Stripe, Continuous White or Yellow, 90 Mil Thickness	L.F.	1.20
626-G	Thermoplastic Detail Stripe 4" equivalent, 90 Mil Thickness	L.F.	3.75
626-H	Thermoplastic Legend, 90 Mil Thickness	S.F.	9.75
627-C	Red-Clear Reflective Raised Markers	each	9.75
627-D	Two-Way Yellow Reflective Raised Markers	each	9.75
	Manhole adjustments	each	425.00
	Water valve adjustments	each	150.00
907-A	Ultra Thin Lift	ton	124.50

Warren Paving, Inc.

NAME OF COMPANY

PO Box 572

STREET/P.O. ADDRESS

Hattiesburg, MS 39403

CITY/STATE & ZIP CODE

(601) 544-7811 jeremypatterson@warrenpaving.com

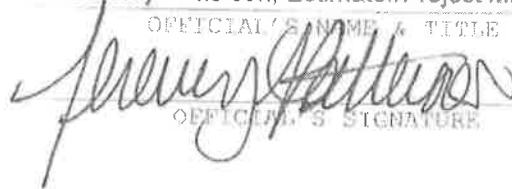
PHONE NUMBER & EMAIL

August 11, 2022

DATE OF BID

Jeremy Patterson, Estimator/Project Manager

OFFICIAL'S NAME & TITLE



OFFICIAL'S SIGNATURE

ELECTRONIC BID

**Dunn Roadbuilders, LLC
P.O. Box 6560
411 West Oak Street
Laurel, MS 39441**

**City Clerk
City of Hattiesburg
200 Forrest Street
Hattiesburg, Mississippi 39401**

**BID: Item#2 Repair and Rehabilitation of Streets
For City of Hattiesburg**

Submitted by 10:00AM Thursday, August 11, 2022

Certificate of Responsibility No: 00009



CENTRALBIDDING
FROM CENTRAL AUCTION HOUSE

Dunn Roadbuilders, LLC
P. O. Drawer 6560
411 W. Oak Street
Laurel, MS 39441-6560

ITEM #2: REPAIR AND REHABILITATION OF CITY STREETS
City of Hattiesburg

Project documents obtained from www.CentralBidding.com

09-Aug-2022 02:44:07 PM

Dunn Roadbuilders, LLC
P. O. Drawer 6560
411 W. Oak Street
Laurel, MS 39441-6560

**SPECIFICATIONS FOR ITEM #2: REPAIR AND REHABILITATION OF STREETS FOR
THE CITY OF HATTIESBURG**

Bidder shall bid on furnishing materials, labor and equipment to repair and rehabilitate city streets for the City of Hattiesburg which meets or exceeds the Mississippi State Highway Standard Specifications for Road and latest Bridge Construction, together with all provisions and/or addendum to the standards, amendments and/or special duty approved and adopted or the Mississippi standard Specifications, whichever is more stringent.

No Vibratory rolling will be allowed. Lot densities will be reduced by one percent to accommodate this. Contractor will be responsible for all sampling and testing upon request. Application of Pay Item 413-D will constitute milling at a maximum of seven feet from edge of curb and/or gutter. Application of Pay Item 304-I will constitute asphalt used for fill for base repairs in lieu of crushed stone or other material.

Bidder will be properly licensed within the State of Mississippi for street construction work.

Temporary traffic control for construction zones shall be included in bid price and subject to referenced specifications. Contractor shall follow the Manual on Uniform Traffic Control Devices.

The City of Hattiesburg reserves the right to bid any and all projects, as determined by the City Engineer or Public Works Director, on an individual basis and have said work performed by the successful bidder, or have work performed under this contract, whichever is in the City's best interest.

Contractor shall have 2 weeks to respond to the City with a paving timeline after receipt of paving request (Purchase Order). If contractor fails to respond, doesn't meet paving timeline or paving timeline is insufficient as determined by Public Works Director and/or Engineering Director, the City reserves the right to award the work to the alternate.

Pursuant to Section 31-5-51 of the Mississippi Code (Amended) which requires certain vendors have liability insurance, the successful bidder shall furnish to the City of Hattiesburg, before entering into any such contract, proof of general liability insurance coverage in the amount not less than one million dollars (\$1,000,000.00) for bodily injury and property damage.

PRICES shall be FIRM for a period beginning October 1, 2022, and ending September 30, 2023, items to be purchased as required.

DELIVERY: F.O.B. Hattiesburg, Mississippi, within seven (7) days of agreed upon paving timeline. Ship in full, freight prepaid. No partial shipment accepted.

PAYMENT TERMS: Remittance within forty-five (45) days from satisfactory

Dunn Roadbuilders, LLC
P. O. Drawer 6560
411 W. Oak Street
Laurel, MS 39441-6560

delivery of goods and receipt of invoice(s).

The City of Hattiesburg shall not be responsible for any bid sent via U.S. Mail or any other mail courier service which is delivered or received after the date and time listed in said specifications and/or Notice to Bidders. State Law prohibits the consideration of bids received after the date and time advertised for receipt of Sealed bids.

SEALED BIDS must be received in a sealed envelope which is clearly marked in the lower left-hand corner **EXACTLY** as follows:

BID
ITEM #2 REPAIR AND REHABILITATION OF STREETS
FOR CITY OF HATTIESBURG
SUBMITTED BY 10:00 A.M. THURSDAY, AUGUST 211, 2022
CERTIFICATE OF RESPONSIBILITY NO. _____

ELECTRONIC BIDS / REVERSE AUCTIONS:

Official bid documents can be downloaded from Central Bidding at www.centralbidding.com. Electronic bids and /or reverse auction bids can be submitted at www.centralbidding.com. For any questions relating to the electronic bidding process, please call Central Bidding at 225-810-4814.

The lowest and best bid received will be accepted, subject to the provisions of Section 31-7-13 of the Mississippi Code of 1972, Annotated as Amended, and other applicable State law; but the Council reserves the right to reject any and all bids received and to waive informalities.

APPROVED on this, the 19th day of July, 2022.

CITY OF HATTIESBURG, MISSISSIPPI

BY: _____
CITY CLERK

SPECIFICATIONS APPROVED BY:

ENGINEERING DEPARTMENT

BID FORM FOR ITEM #2-REPAIR & REHABILITATION OF STREETS FOR CITY OF HATTIESBURG

PAY ITEM #	PAY ITEM	UNITS	UNIT PRICE
201-B	Clearing and Grubbing	Acre	\$8,500.00
202-A	Removal of Existing Traffic Stripe	L.F.	\$2.30
202-A	Removal of Rail Crossing: Rail Lines and Ties	each	\$6,700.00
202-B	Removal of Traffic Stripe by Grinding	L.F.	\$2.30
203-A	Unclassified Excavation	C.Y.	\$25.00
203-I	Motor Grader per Hour	hour	\$145.00
209-A	Geotextile Stabilization, Type V	S.Y.	\$4.15
225-A	Grassing	Acre	\$3,000.00
304-A	Granular Material, Class 9, Group C	C.Y.	\$35.00
304-F	Crushed Stone or Crushed Concrete Base, size 825, Roadbed Construction	ton	\$82.50
304-H	Crushed Stone or Crushed Concrete Base, size 825, Base Repair	ton	\$152.00
304-I	BB-1 Hot Mix Asphalt Fill, Base Repair	ton	\$150.00
307-C	8" Soil-Lime-Water Mixing	S.Y.	\$4.50
307-D	Lime	ton	\$350.00
308-A	Portland Cement	ton	\$300.00
308-B	8" Soil-Cement-Water Mixing at 5% Concentration	S.Y.	\$4.50
403-A	SC-1 Hot Mix Asphalt Surface Course	ton	\$159.00
403-M	BB-1 Hot Mix Asphalt Base Course	ton	\$140.00
406-A	Cold Milling of Asphalt Pavement	ton	\$36.00
407-A	Asphalt for Tack Coat, EA-4	gallon	\$5.00
413-A	Joint Sealer Material	gallon	\$22.00
413-C	Cleaning and Sealing Cracks/Joints	L.F.	\$3.00
413-D	Transitional Edge Milling, 7' from Curb and/or Gutter	ton	\$50.00
450	Milling Purchase B Price for Contractor to sell milled asphalt material to City of Hattiesburg	ton	\$35.00

625-A	4" Painted Traffic Stripe, Skip White & Yellow	L.F.	\$2.00
625-C	4" Painted Traffic Stripe, Continuous White & Yellow	L.F.	\$2.00
625-E	4" Painted Detail Traffic Stripe	L.F.	\$2.00
625-F	Painted Legend	S.F.	\$3.00
626-A	4" Thermoplastic Traffic Stripe, Skip White or Yellow, 90 Mil Thickness	L.F.	\$3.00
626-B	4" Thermoplastic Traffic Stripe, Continuous White or Yellow, 90 Mil Thickness	L.F.	\$2.00
626-G	Thermoplastic Detail Stripe 4" equivalent, 90 Mil Thickness	L.F.	\$3.00
626-H	Thermoplastic Legend, 90 Mil Thickness	S.F.	\$7.00
627-C	Red-Clear Reflective Raised Markers	each	\$6.00
627-D	Two-Way Yellow Reflective Raised Markers	each	\$6.00
	Manhole adjustments	each	1,800.00
	Water valve adjustments	each	\$1,300.00
907-A	Ultra Thin lift	ton	\$155.00

Certificate of Responsibility No. #00009

All Asphalt Prices are calculated using the MS Fuel Index and prices will change monthly.

Dunn Roadbuilders, LLC
P. O. Drawer 6560
411 W. Oak Street
Laurel, MS 39441-6560

Dunn Roadbuilders, L.L.C

NAME OF COMPANY

P.O. BOX 6560 * 411 West Oak St.

STREET/P.O. ADDRESS

Laurel, MS 39441

CITY/STATE & ZIP CODE

thawthorne@dunnroadbuilders.com
601-369-0801

PHONE NUMBER & EMAIL

August 11, 2022

DATE OF BID

Rick Croy, QAQC Materials/Plants Manager
601-433-2345

OFFICIAL'S NAME & TITLE

OFFICIAL'S SIGNATURE

**BID FORM FOR ITEM #25 - CONCRETE AND BRICK TRANSPORTATION STRUCTURES FOR
THE CITY OF HATTIESBURG**

PAY ITEM	UNITS	UNIT PRICE
4" Concrete Sidewalk, Without Reinforcement (including excavation)	S.Y.	\$75.00
6" Concrete Sidewalk, Without Reinforcement(including excavation)	S.Y.	\$86.00
Concrete Curb, Header	L.F.	\$40.00
Combination Concrete Curb & Gutter	L.F.	\$44.00
Stamping Asphalt	S.Y.	\$120.00
Roadway Brick Paving Repair, Including 4" Concrete Base & Dry Sand Bedding and Joint Fill; Bricks Provided by Contractor	S.Y.	\$395.00
Roadway Brick Paving Repair, Including 4" Concrete Base & Dry Sand Bedding and Joint Fill; Bricks Provided by City	S.Y.	\$395.00
Concrete Driveway, Without Reinforcement	S.Y.	\$101.00
Concrete Median and/or Island Pavement, 6"	S.Y.	\$78.00
Imprinted Aggregate Reinforced Preformed Thermoplastic Pavement Markers	S.F.	\$25.00
Demolition of Curbs	L.F.	N/A
Demolition of Sidewalks	S.Y.	\$30.00
ADA Ramps	S.Y.	\$485.00

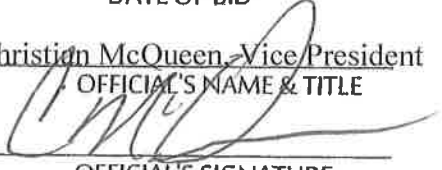
Truncated Domes	S.F.	\$38.00
Truncated Domes (in Radius)	S.F.	\$39.00
Select Fill	C.Y.	\$50.00
Sod	S.Y.	\$15.00
Minor Structures (0.5 CY- 3CY)	C.Y.	\$3,300.00
Minor Structures (3CY- 6CY)	C.Y.	\$3,100.00
Minor Structures (6 CY- 6CY)	C.Y.	\$2,900.00
Saw Cutting (All Depths)	L.F.	\$16.00
Crushed Conc.	Ton	\$40.00
Top Soil	C.Y.	\$26.00
Adjustment of City Utilities	E.A.	\$310.00
Bump Grinding (All depths)	S.Y	\$330.00
Street Sweeping (per unit)	HR	\$330.00
Polymer Cement Surface system	S.F.	\$25.00
Removal of Conc. Structures	SY	\$60.00
Exposed Aggregate Sidewalk 4"	S . Y .	\$180.00
Exposed Aggregate Sidewalk 6"	S . Y .	\$230.00
Brick paver border	L . F'	\$35.00
Removal of Concrete curb	L . F .	\$40.00
Total bid price		\$12,938.00

RJM McQueen Contracting, Inc.
NAME OF COMPANY

80 Ramsey McQueen Road
STREET/P.O. ADDRESS

Collins, MS 39428
CITY/STATE & ZIP CODE
601-765-6561
christianmcqueen@aol.com
PHONE NUMBER & EMAIL

8/25/2022
DATE OF BID

Christian McQueen Vice President
OFFICIAL'S NAME & TITLE

OFFICIAL'S SIGNATURE



CENTRALBIDDING
FROM CENTRAL AUCTION HOUSE

**ITEM #11 – CHLORINE GAS AND SULFUR DIOXIDE FOR THE CITY OF
HATTIESBURG WATER DEPARTMENT**
City of Hattiesburg

Project documents obtained from www.CentralBidding.com

01-Aug-2022 08:15:21 AM

**SPECIFICATIONS FOR ITEM # 11: CHLORINE GAS AND SULFUR DIOXIDE FOR
THE CITY OF HATTIESBURG WATER DEPARTMENT**

Bidder shall bid on furnishing Chlorine Gas, which meets or exceeds the following specifications, to-wit:

100% active Chlorine Gas suitable for water purification, in 150-pound and one (1) ton containers.

Sulfur Dioxide suitable for water dichlorination in one (1) ton containers.

Price shall include delivery by truck equipped with loading and unloading mechanism to handle containers at point of delivery. No overhead lifting facilities available at point of delivery.

Must meet all requirements of AWWA Standard #B301-81.

The City of Hattiesburg will only accept bids for products manufactured and assembled/packaged in plants located in the United States. Written Certification shall be provided upon request of Hattiesburg Water Department Officials.

PAYMENT TERMS: Remittance within forty-five (45) days from satisfactory delivery of goods and/or receipt of invoice(s).

PRICES shall be FIRM for a period beginning October 1, 2022, and ending September 30, 2024, items to be purchased as required.

The City of Hattiesburg and/or the vendor has the option to terminate the contract after a period of one year.

DELIVERY: Within twenty-four (24) hours after issuance of purchase order, F.O.B. Hattiesburg, Mississippi, as indicated on Purchase Order, freight prepaid to all the following locations located within the city limits of Hattiesburg, Mississippi:

Methodist Tank	450 Weathersby Road
4 th Street Well	3320 W 4 th Street
USM Tank and Well	2811 W 4 th Street
North Lagoon	3401 Lakeview Road
South Lagoon	1903 E Hardy Street
FGH Tank and Well	6051 US Hwy 49 South
Water Plant 1	5010 Old Hwy 42
Water Plant 2	900 James Street

NOTE: DELIVERY OF CHLORINE GAS CYLINDERS BY REAR TANDEM AXLE VEHICLE IS NOT POSSIBLE DUE TO RESTRICTED ACCESS. DELIVERY SHALL BE ACOMPLISHED BY SINGLE AXLE VEHICLE TO THE ABOVE LOCATIONS.

SEALED bids will be received until 10:00 A.M., Thursday, August 11, 2022 in the City Clerk's Office in the City Hall, P.O. Box 1898, 200 Forrest Street, Hattiesburg, Mississippi, 39403-1898, (601) 545-4552, for furnishing the City's requirements of the above item. It shall be

the responsibility of all bidders to have their bids delivered to the location listed in these specifications and/or Notice to Bidders on or before the date and time specified. The City of Hattiesburg shall not be responsible for any bid sent via U. S. Mail or any other mail courier service which is delivered or received after the date and time listed in said specifications and/or Notice to Bidders. State Law prohibits the consideration of bids received after the date and time advertised for receipt of sealed bids.

SEALED BIDS must be received in a sealed envelope which is clearly marked in the lower left-hand corner **EXACTLY** as follows:

BID

**ITEM #11 CHLORINE GAS AND SULFUR DIOXIDE FOR
THE CITY OF HATTIESBURG WATER DEPARTMENT
SUBMITTED BY 10:00 A.M. THURSDAY, AUGUST 11, 2022**

ELECTRONIC BIDS:

Official bid documents can be downloaded from Central Bidding at www.centralbidding.com. Electronic bids can be submitted at www.centralbidding.com. For any questions relating to the electronic bidding process, please call Central Bidding at 225-810-4814.

The lowest and best bid received will be accepted, subject to the provisions of Section 21-7-13 of the Mississippi Code of 1972, Annotated as Amended, and other applicable State Law; but the Council reserves the right to reject any and all bids received and to waive informalities.

Approved on this, the 19th day of July, 2022.

City of Hattiesburg, Mississippi

By: _____
CITY CLERK

SPECIFICATIONS APPROVED BY:

WATER DEPARTMENT

ITEM #11
CHLORINE GAS AND SULFUR DIOXIDE FOR
THE CITY OF HATTIESBURG WATER DEPARTMENT

ITEM	UNIT	PRICE
CHLORINE-150 LB. CONTAINERS	150 # Cylinder	\$197.00
CHLORINE-1 TON CONTAINERS	TON	\$2,650.00
SULFUR DIOXIDE- 1 TON CONTAINERS	TON	\$1,890.00
TOTAL BID PRICE		\$ 4,737.00

Allied Universal Corporation

Name of Company

3901 NW 115 Avenue

Street / P.O. Address

Miami, FL 33178

City / State / Zip Code

305-888-2623

Phone / Fax Numbers

8/8/22

Date of Bid

Cristhianne Munguia/Bid Coordinator

Official's Name and Title

Official's Signature



Headquarters
3901 NW 115th Avenue
Miami, Florida 33178
305-888-2623 office
305-885-4671 fax

RESOLVED that Cristhianne Munguia, Bid Coordinator for Allied Universal Corporation, be authorized to sign and submit the Contract of this corporation for the following project:

Supply and Delivery of Chlorine and Sulfur Dioxide to the City of Hattiesburg.

This bid or proposal shall include any other certificate of certification, which may be required by general municipal, state, or federal law(s). Such inclusion shall be the act and deed of this corporation, and for any inaccuracies or misstatements in such certificates or certifications this corporate bidder shall be liable under the penalties of perjury.

The foregoing is a true and correct copy of the resolution adopted by Allied Universal Corporation at the meeting of its Board of Directors held on the 7th day of June 2022.

(Seal of Corporation)




Jim Palmer, President - CEO

8350 NW 93 Street
Miami, Florida 33166
AUC Medley- 305-888-2623

9501 Rangeline Road
Ft. Pierce, Florida 34987
AUC Ft. Pierce- 772-464-6195

5215 W. Tyson Avenue
Tampa, Florida 33611
CFI Tampa - 813-832-4868

14770 Old Saint Augustine Road
Jacksonville, FL 32207
AUC Jacksonville- 904-619-6180

30 Neil Gunn Drive
Ellisville, MS 39437

204 SCM Road
Brunswick, GA 31525

9545 Rangeline Road
Ft. Pierce, Florida 34987

2815 Inland Transport St.
Palmetto, Florida 34221



Headquarters
3901 NW 115th Avenue
Miami, Florida 33178
305-888-2623 office
305-885-4671 fax

AFFIDAVIT

This is to certify that as required, all Chlorine to be furnished to City of Hattiesburg will comply with applicable ANSI/AWWA Standards B301-81 and NSF Standard 60 requirements of this Specification or as may be amended.

STATE OF FLORIDA
COUNTY OF: Miami-Dade

Sworn to (or affirmed) and Subscribed before me.

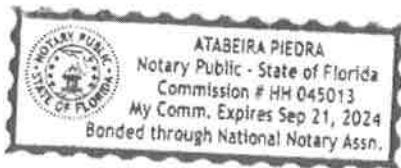
By means of ☒ physical presence or ☐ online notarization.

This 3rd day of August, 2022

By: _____

Cristhianne Munguia
Bid Coordinator

(Notary Seal)



Signature of Notary Public.

Print or Type Name of Notary

Personally Known ☒

Or Produced Identification ☐

Type of Identification Produced

8350 NW 93 Street
Miami, Florida 33166
AUC Medley - 305-888-2623

30 Neil Gunn Drive
Ellisville, MS 39437
AUC Ellisville - 601-477-2550

9501 Rangeline Road
Ft. Pierce, Florida 34987
AUC Ft. Pierce - 772-464-6195

204 SCM Road
Brunswick, GA 31525
AUC Brunswick - 912-267-9470

5215 W. Tyson Avenue
Tampa, Florida 33611
CFI Tampa - 813-832-4868

9545 Rangeline Road
Ft. Pierce, Florida 34987
ANT 1 Ft. Pierce - 772-464-6195

14770 Old Saint Augustine Road
Jacksonville, FL 32207
AUC Jacksonville - 904-619-6180

2815 Inland Transport St.
Palmetto, Florida 34221
ANT 2 Manatee - 941-803-4457

SAFETY DATA SHEET

1. Identification

Product Identifier	Chlorine
Other means of identification	
SDS number	AUC-005
Synonyms	Liquid Chlorine * Elemental Chlorine * Molecular chlorine * Compressed Chlorine Gas
Recommended use	Production of chlorinated inorganic and organic chemicals; bleaching agent for paper, textiles and fabrics; used in water purification, sewage disinfection and food processing.
Recommended restrictions	Professional use only
Manufacturer/Importer/Supplier/Distributor information	
Manufacturer	
Company name	Allied Universal Corporation
Address	3901 N.W. 115th Avenue Miami, FL 33178 United States
Telephone	General: 1-305-888-2623 24-Hour alert: 1-786-522-0207
Website	www.allieduniversal.com
E-mail	Not available.
Contact person	Operations Department
Emergency phone number	CHEMTREC 1-800-424-9300 (US/Canada) +01 703-527-3887 (International)
Supplier	Refer to Manufacturer

2. Hazard(s) identification

Physical hazards	Oxidizing gases	Category 1
	Gases under pressure	Liquefied gas
Health hazards	Acute toxicity, inhalation	Category 2
	Skin corrosion/irritation	Category 1
	Serious eye damage/eye irritation	Category 1
	Specific target organ toxicity, single exposure	Category 3 respiratory tract irritation
Environmental hazards	Hazardous to the aquatic environment, acute hazard	Category 1
OSHA defined hazards	This mixture does not meet the classification criteria according to OSHA HazCom 2012.	
Label elements		



Signal word	Danger
Hazard statement	May cause or intensify fire; oxidizer. Contains gas under pressure; may explode if heated. Causes severe skin burns and eye damage. Fatal if inhaled. May cause respiratory irritation. Very toxic to aquatic life.
Precautionary statement	
Prevention	Keep/Store away from clothing and other combustible materials. Keep reduction valves free from grease and oil. Do not breathe gas. Use only outdoors or in a well-ventilated area. Wear respiratory protection. Wash hands and face thoroughly after handling. Wear protective gloves/clothing and eye/face protection. Avoid release to the environment.

Response	Specific treatment is urgent (see this label). IF SWALLOWED: Rinse mouth. Do NOT induce vomiting. IF ON SKIN (or hair): Take off immediately all contaminated clothing. Rinse skin with water/shower. Wash contaminated clothing before reuse. IF INHALED: Remove person to fresh air and keep comfortable for breathing. IF IN EYES: Rinse cautiously with water for several minutes. Remove contact lenses, if present and easy to do. Continue rinsing. Immediately call a POISON CENTER or doctor/physician. In case of fire: Stop leak if safe to do so. Collect spillage.
Storage	Store in a well-ventilated place. Keep container tightly closed. Store locked up. Protect from sunlight.
Disposal	Dispose of contents/container in accordance with local/regional/national/international regulations.
Hazard(s) not otherwise classified (HNOC)	No OSHA defined hazard classes. Other hazards which do not result in classification: Toxic fumes, gases or vapors may evolve on burning. Chlorine is extremely corrosive to most metals in the presence of moisture (> 150 ppm water and/or -40 degrees F dew point) or at high temperatures. Combines with water to produce hydrochloric and hypochlorous acid. Severe, short-term exposures may cause long-lasting respiratory effects, e.g. Reactive Airways Dysfunction (RADS), due to the material's severe irritating properties. Contact with liquefied gas might cause frostbites, in some cases with tissue damage. Direct contact with liquefied gas may cause frostbite and corrosive injury to the eyes.
Supplemental information	Keep away from heat. Make sure valves on gas cylinders are fully opened when gas is used. Open cylinder valve slowly to prevent rapid decompression and damage to valve seat. Use smallest possible amounts in designated areas with adequate ventilation. Liquid chlorine lines must have suitable expansion chambers between block valves due to high coefficient of expansion. Shut flow off at cylinder valve and not just at the regulator after use. Use a suitable hand truck to move cylinders; do not drag, roll, slide, or drop. Secure cylinders in an upright position at all times, close all valves when not in use. Establish written emergency plan and special training where chlorine is used. Regularly inspect and test piping and containers used for chlorine service.

3. Composition/information on ingredients

Substances

Chemical name	Common name and synonyms	CAS number	%
Chlorine	Liquid Chlorine Elemental Chlorine Molecular chlorine Compressed Chlorine Gas	7782-50-5	99.5

4. First-aid measures

Inhalation	Take proper precautions to ensure your own safety before attempting rescue (e.g. wear appropriate protective equipment, use the buddy system). IF INHALED: Remove person to fresh air and keep comfortable for breathing. If breathing is difficult, trained personnel should give oxygen. If breathing stops, provide artificial respiration. Induce artificial respiration with the aid of a pocket mask equipped with a one-way valve or other proper respiratory medical device. Immediately call a POISON CENTER or doctor/physician.
Skin contact	IF ON SKIN (or hair): Take off immediately all contaminated clothing. Rinse skin with water/shower. Do not rub area of contact. Gently remove clothing or jewelry. Carefully cut around clothing that sticks to the skin. Wash contaminated clothing before reuse. Immediately call a POISON CENTER or doctor/physician. Discard any shoes or clothing items that cannot be decontaminated.
Eye contact	IF IN EYES: Rinse cautiously with water for several minutes. Remove contact lenses, if present and easy to do. Continue rinsing. Take care not to rinse contaminated water into the unaffected eye or onto the face. Do not rub eyes. Immediately call a POISON CENTER or doctor/physician.
Ingestion	Not an expected route of entry under normal conditions of use. If ingestion of a large amount does occur, call a poison control center immediately. Do not induce vomiting. Never give anything by mouth to a victim who is unconscious or is having convulsions.

Most important symptoms/effects, acute and delayed

Fatal if inhaled. Immediately dangerous to life or health (IDLH) at 10 ppm. May cause severe irritation to the nose, throat, and respiratory tract. Symptoms may include coughing, choking and wheezing. Could also cause tightness in the chest, a blue discoloration of the skin (cyanosis), severe headache, nausea, vomiting and fainting. Inhalation could result in pulmonary edema (fluid accumulation). Symptoms of pulmonary edema (chest pain, shortness of breath) may be delayed. May result in unconsciousness and possibly death. Severe, short-term exposures may cause long-lasting respiratory effects, e.g. Reactive Airways Dysfunction (RADS), due to the material's severe irritating properties. With this condition, asthma-like symptoms and increased reactivity of the airways is experienced.

Direct skin contact may cause corrosive skin burns, deep ulcerations and possibly permanent scarring. If product is sprayed directly on skin, symptoms of frostbite may be experienced including numbness, prickling and itching.

Corrosive to the eyes and may cause severe damage including blindness. Symptoms may include stinging, tearing, redness, swelling, and blurred vision. If product is sprayed directly into the eyes, could cause freezing of the eye.

Indication of immediate medical attention and special treatment needed

Immediate medical attention is required. Fatal if inhaled. Causes chemical burns. Symptoms may be delayed. Keep victim under observation. Medical supervision for minimum 48 hours. Provide general supportive measures and treat symptomatically.

General information

First-aid procedures should be reviewed by appropriate personnel familiar with chlorine and its conditions of use in the workplace.

Ensure that medical personnel are aware of the material(s) involved, and take precautions to protect themselves. Show this safety data sheet to the doctor in attendance.

5. Fire-fighting measures

Suitable extinguishing media

Extinguishing media - small fires: Dry chemicals. Carbon dioxide (CO₂).

Extinguishing media - large fires: Water Spray or Fog. Foam.

Unsuitable extinguishing media

Use water with caution. May react with water. Do not use direct water spray or water jet as an extinguisher, as this will spread the fire.

Specific hazards arising from the chemical

Pressurized container may explode when exposed to heat or flame. May react to cause fire and or explosion upon contact with many organic compounds, ammonia, hydrogen and with many metals at elevated temperatures. Chlorine will support the burning of most combustible materials. Combines with water to produce hydrochloric and hypochlorous acid. Liquefied chlorine can accumulate static charge by flow or agitation, since it has a very low electrical conductivity. Chlorine containers or cylinders may vent rapidly or rupture violently, if exposed to fire or excessive heat for a sufficient period of time. Intense local heat (above 200 deg C) on the steel walls of chlorine cylinders can cause an iron/chlorine fire resulting in rupture of the container. Vapors are heavier than air and may spread along floors. Toxic fumes, gases or vapors may evolve on burning.

Special protective equipment and precautions for firefighters

Firefighters should wear full protective clothing including self contained breathing apparatus. Firefighters must use standard protective equipment including flame retardant coat, helmet with face shield, gloves, rubber boots, and in enclosed spaces, SCBA. A full-body chemical resistant suit should be worn.

Fire fighting equipment/instructions

Fight fire from maximum distance or use unmanned hose holders or monitor nozzles. Move containers from fire area if you can do so without risk. Remove combustible materials. Stop the flow of gas before extinguishing fire, if safe to do so. Use water spray to direct escaping gas away from workers if it is necessary to stop the flow of gas. Cool containers exposed to heat with water spray and remove container, if no risk is involved. Stay away from ends of cylinders and withdraw immediately in case of rising sounds or discoloration of containers. Do not allow run-off from fire fighting to enter drains or water courses. Dike for water control.

Specific methods

Use standard firefighting procedures and consider the hazards of other involved materials.

General fire hazards

The product itself does not burn. However, material is considered to be an oxidizing gas. Supporter of combustion and can intensify a fire.

Hazardous combustion products

Toxic chemicals are formed when combustible materials burn in chlorine. These may include corrosive hydrogen chloride gas and other chlorine compounds.

6. Accidental release measures

Personal precautions, protective equipment and emergency procedures

Restrict access to area until completion of clean-up. Keep unnecessary personnel away. Keep people away from and upwind of spill/leak. Consider initial downwind evacuation for at least 500 meters (1/3 mile). Ensure clean-up is conducted by trained personnel only. Ventilate closed spaces before entering them. Many gases are heavier than air and will spread along ground and collect in low or confined areas (sewers, basements, tanks). Eliminate all ignition sources (no smoking, flares, sparks, or flames in immediate area). Do not touch damaged containers or spilled material unless wearing appropriate protective clothing. Wear appropriate protective equipment and clothing during clean-up. For personal protection, see section 8 of the SDS.

Methods and materials for containment and cleaning up

Stop the flow of material, if this is without risk. Use only non-sparking tools. Keep combustibles (wood, paper, oil, etc.) away from spilled material. Remove or isolate incompatible materials as well as other hazardous materials. Do not spray leak with water since a reaction producing corrosive hypochlorous and hydrochloric acids occurs, which can aggravate the leak.

May be absorbed and neutralized into solutions of caustic soda, or lime and placed in polypropylene, polyvinyl chloride, fibreglass or lead containers. Since hypochlorites are formed, the solutions must be treated with a reducing agent such as sodium sulfite before disposal. Do not immerse container in caustic solution.

Large Spills: Large uncontrollable leaks require environmental considerations and possible evacuation of the surrounding area. When possible draw off chlorine to process or disposal system

Contact the proper local authorities.

Environmental precautions

For waste disposal, see section 13 of the SDS.

Avoid release to the environment. Prevent entry into waterways, sewer, basements or confined areas. Contact local authorities in case of spillage to drain/aquatic environment.

7. Handling and storage**Precautions for safe handling**

Establish written emergency plan and special training where chlorine is used.

Use only outdoors or in a well-ventilated area. Wear respiratory protection. Wear protective gloves/clothing and eye/face protection. See Section 8 of the SDS for Personal Protective Equipment. Do not breathe gas. Avoid contact with eyes, skin, and clothing. Regularly inspect and test piping and containers used for chlorine service. Liquid chlorine lines must have suitable expansion chambers between block valves due to high coefficient of expansion. Keep away from heat. Keep/Store away from clothing and other combustible materials. Keep reduction valves free from grease and oil. Use only chlorine compatible lubricants. Use smallest possible amounts in designated areas with adequate ventilation. Shut flow off at cylinder valve and not just at the regulator after use. Use a suitable hand truck to move cylinders; do not drag, roll, slide, or drop. Protect against physical damage. Wash hands after handling and before eating.

Conditions for safe storage, including any incompatibilities

Store in steel pressure cylinders in a cool, dry area outdoors or in well-ventilated, detached or segregated areas of non-combustible construction. Keep container tightly closed. Store locked up. Protect from sunlight. Storage area should be clearly identified, clear of obstruction and accessible only to trained and authorized personnel. Do not store near combustible materials. Wood and other organic materials should not be used on floors, structural materials, or ventilation systems in the storage area. Store away from incompatible materials (see Section 10 of the SDS). Secure cylinders in an upright position at all times, close all valves when not in use. Use a "first in - first out" inventory system to prevent full cylinders from being stored for excessive periods of time. Store at temperatures not exceeding 55°C (131°F). For the specified temperature the system pressure is 225 psig (1551 kPa).

8. Exposure controls/personal protection**Occupational exposure limits****US. OSHA Table Z-1 Limits for Air Contaminants (29 CFR 1910.1000)**

Material	Type	Value
Chlorine (CAS 7782-50-5)	Ceiling	3 mg/m ³ 1 ppm

US. ACGIH Threshold Limit Values

Material	Type	Value
Chlorine (CAS 7782-50-5)	STEL	0.4 ppm/0.29 mg/m ³
	TWA	0.1 ppm/1.16 mg/m ³

US. NIOSH: Pocket Guide to Chemical Hazards

Material	Type	Value
Chlorine (CAS 7782-50-5)	Ceiling	1.45 mg/m ³ 0.5 ppm

Biological limit values

No biological exposure limits noted for the ingredient(s).

Exposure guidelines

The NIOSH IDLH concentration for Chlorine is 10 ppm.

Appropriate engineering controls	Ensure adequate ventilation, especially in confined areas. Good general ventilation (typically 10 air changes per hour) should be used. Ventilation rates should be matched to conditions. If applicable, use process enclosures, local exhaust ventilation, or other engineering controls to maintain airborne levels below recommended exposure limits. If exposure limits have not been established, maintain airborne levels to an acceptable level. In case of insufficient ventilation, wear suitable respiratory equipment.
Individual protection measures, such as personal protective equipment	
Eye/face protection	Wear eye/face protection. Chemical goggles are recommended. Wear a full-face respirator, if needed. A full face shield may also be necessary. Eye wash fountains are required.
Skin protection	
Hand protection	Wear appropriate chemical-resistant gloves. Advice should be sought from glove suppliers.
Other	Wear appropriate chemical-resistant clothing. Where contact is likely, wear chemical-resistant gloves, a chemical suit and rubber boots. Eye wash facilities and emergency shower must be available when handling this product.
Respiratory protection	Up to 5 ppm: A NIOSH/MSHA approved air-purifying respirator with the appropriate chemical cartridges or a positive-pressure, air-supplied respirator may be used to reduce exposure. Up to 10 ppm: A SAR (supplied air respirator) operated in a continuous flow mode or powered air purifying respirator with cartridge(s); a full facepiece chemical cartridge respirator with cartridge(s); a gas mask with canister; a full facepiece SCBA (self contained breathing apparatus) ; or a full facepiece SAR may be used to reduce exposure. EMERGENCY OR PLANNED ENTRY INTO UNKNOWN CONCENTRATIONS OR IDLH CONDITIONS: Positive pressure, full-facepiece SCBA; or positive pressure, full-facepiece SAR with an auxiliary positive pressure SCBA. Respirators should be selected based on the form and concentration of contaminants in air, and in accordance with OSHA (29 CFR 1910.134). Advice should be sought from respiratory protection specialists.
Thermal hazards	Wear appropriate thermal protective clothing, when necessary.
General hygiene considerations	Do not breathe gas. Avoid contact with eyes, skin and clothing. Handle in accordance with good industrial hygiene and safety practice. Do not eat, drink or smoke when using the product. Wash hands before breaks and immediately after handling the product. Remove soiled clothing and wash it thoroughly before reuse. Inform laundry personnel of contaminant's hazards.

9. Physical and chemical properties

Appearance

Physical state	Gas (or liquid under pressure).
Form	Compressed liquefied gas.
Color	Amber color; vaporizes to greenish, yellow gas.
Odor	Pungent suffocating odor
Odor threshold	0.02 - 3.4 ppm (detection)
pH	Not applicable (reacts with water to form an acidic solution)
Melting point/freezing point	-149.8 °F (-101 °C)
Initial boiling point and boiling range	-30.28 °F (-34.6 °C)
Flash point	Not Applicable
Evaporation rate	Not Applicable. Gas at normal temperatures.
Flammability (solid, gas)	The product is not flammable.
Upper/lower flammability or explosive limits	
Flammability limit - lower (%)	Not Applicable
Flammability limit - upper (%)	Not Applicable
Explosive limit - lower (%)	Not available.
Explosive limit - upper (%)	Not available.
Vapor pressure	638.4 kPa @ 20°C (68°F) 4788 mm Hg @ 20°C (68°F)
Vapor density	2.49 @ 0°C (32°F) (Air = 1)
Relative density	3.21 kg/m³ @ 0°C (32°F)

Solubility(ies)	
Solubility (water)	6.3 mg/l (Slightly soluble)
Solubility (other)	Soluble in dimethylformamide, disulfur dichloride, benzene, chloroform, carbon tetrachloride, hexachlorobutadiene, tetrachloroethane, pentachloroethane, chlorobenzene, nitrobenzene, glacial acetic acid (99.84%) and other chlorides
Partition coefficient (n-octanol/water)	Not applicable (gas)
Auto-ignition temperature	Not available.
Decomposition temperature	Not available.
Viscosity	Not available.
Viscosity temperature	Not Applicable (Gas)
Other information	
Critical temperature	290.75 °F (143.75 °C)
Explosive properties	Not explosive.
Molecular weight	70.91
Oxidizing properties	Strong oxidizing agent because of its electron-transfer capabilities. Supporter of combustion and can intensify a fire. Note, that Chlorine does not yield oxygen or any other oxidizing substance.
Specific gravity	0.003 @ 0°C (32°F)

10. Stability and reactivity

Reactivity	Combines with water to produce hydrochloric and hypochlorous acid. These acids can decompose to hydrochloric acid and oxygen. Contact with combustible material may cause fire.
Chemical stability	Material is stable under normal conditions.
Possibility of hazardous reactions	Hazardous polymerization does not occur. Chlorine is extremely corrosive to most metals in the presence of moisture (> 150 ppm water and/or -40 degrees F dew point) or at high temperatures. Will support or initiate combustion or explosion of organic matter and other oxidizable material. Note, that Chlorine does not yield oxygen or any other oxidizing substance. Liquid or gaseous chlorine can react violently with many combustible materials, and other chemicals, including water. Metal halides, carbon, finely divided metals and sulfides can accelerate the rate of chlorine reactions. Chlorine reacts with carbon monoxide to produce toxic phosgene, and sulfur dioxide to produce sulfuryl chloride. Intense local heat (above 200 deg C) on the steel walls of chlorine cylinders can cause an iron/chlorine fire resulting in rupture of the container.
Conditions to avoid	Keep away from combustible materials. Avoid contact with incompatible materials. Keep away from heat. Do not use in areas without adequate ventilation.
Incompatible materials	Tin; Metals; Sulfides; Titanium. Reacts with most metals at high temperatures. Reacts with water to produce hydrochloric acids, which are corrosive to most metals. Ammonia, elemental metals, certain metal hydroxides, carbides, nitrides, oxides, phosphides and sulfides, easily oxidized materials, organic materials, reducing agents, alkalis and unstable and reactive compounds.
Hazardous decomposition products	Hydrogen chloride gas. Hydrochloric acid. Hypochlorous acid.

11. Toxicological information

Information on likely routes of exposure

Inhalation	Very toxic by inhalation. Fatal if inhaled. May cause severe irritation to the nose, throat, and respiratory tract.
Skin contact	Causes skin burns. Contact with liquefied gas might cause frostbites, in some cases with tissue damage. Not expected to be absorbed through the skin.
Eye contact	Causes severe eye burns. If product is sprayed directly into the eyes, could cause freezing of the eye.
Ingestion	Not an expected route of entry under normal conditions of use.

Most important symptoms/effects, acute and delayed

Fatal if inhaled. Immediately dangerous to life or health (IDLH) at 10 ppm. May cause severe irritation to the nose, throat, and respiratory tract. Symptoms may include coughing, choking and wheezing. Could also cause tightness in the chest, a blue discoloration of the skin (cyanosis), severe headache, nausea, vomiting and fainting. Inhalation could result in pulmonary edema (fluid accumulation). Symptoms of pulmonary edema (chest pain, shortness of breath) may be delayed. May result in unconsciousness and possibly death. Severe, short-term exposures may cause long-lasting respiratory effects, e.g. Reactive Airways Dysfunction (RADS), due to the material's severe irritating properties. With this condition, asthma-like symptoms and increased reactivity of the airways is experienced.

Direct skin contact may cause corrosive skin burns, deep ulcerations and possibly permanent scarring. If product is sprayed directly on skin, symptoms of frostbite may be experienced including numbness, prickling and itching.

Corrosive to the eyes and may cause severe damage including blindness. Symptoms may include stinging, tearing, redness, swelling, and blurred vision. If product is sprayed directly into the eyes, could cause freezing of the eye.

Information on toxicological effects

Acute toxicity

Hazardous by OSHA criteria. Classification:
Acute Toxicity (inhalation - gas) - Category 2. Fatal if inhaled.
See below for individual ingredient acute toxicity data.

Product	Species	Test Results
Chlorine (CAS 7782-50-5)		
Acute		
<i>Dermal</i>		
LD50	Rabbit	No data in literature.
<i>Inhalation</i>		
LC50	Rat	147 ppm, 4 Hours
<i>Oral</i>		
LD50	Rat	No data in literature.

Skin corrosion/irritation

Hazardous by OSHA criteria. Classification:
Skin corrosion/irritation - Category 1. Causes severe skin burns.

Serious eye damage/eye irritation

Hazardous by OSHA criteria. Classification:
Serious eye damage/eye irritation - Category 1. Causes serious eye damage.

Respiratory or skin sensitization

Respiratory sensitization

This product is not expected to cause respiratory sensitization.

Skin sensitizer

This product is not expected to cause skin sensitization.

Germ cell mutagenicity

Not expected to be mutagenic.

Carcinogenicity

This product is not considered to be a carcinogen by IARC, ACGIH, NTP, or OSHA. See below for ingredients present on regulatory lists.

OSHA Specifically Regulated Substances (29 CFR 1910.1001-1050)

 Not listed.

Reproductive toxicity

This product is not expected to cause reproductive or developmental effects.

Specific target organ toxicity - single exposure

Hazardous by OSHA criteria. Classification:
Specific Target Organ Toxicity (STOT), Single Exposure. Category 3. May cause respiratory irritation.

Specific target organ toxicity - repeated exposure

Not expected to be hazardous by OSHA criteria.

Aspiration toxicity

Not likely, due to the form of the product. Not expected to be an aspiration hazard.

Chronic effects

Prolonged or repeated exposure to low concentrations may cause drying and cracking of the skin, respiratory effects, gum disorders and painless destruction of teeth
Limited occupational studies with long-term exposure to low concentrations, have not shown significant respiratory effects.
Long-term animal studies confirm that chlorine is a severe irritant to the upper and lower respiratory tract.

12. Ecological information

Ecotoxicity

Very toxic to aquatic life. See below for individual ingredient ecotoxicity data.

Product	Species	Test Results
Chlorine (CAS 7782-50-5)		
Aquatic		
Acute		
Crustacea	EC50	Water flea (Daphnia magna) 0.005 mg/l, 48 hours (mg Free Available Chlorine/L)
Fish	LC50	Rainbow trout,donaldson trout (Oncorhynchus mykiss) 0.014 mg/l, 96 hours
Persistence and degradability	Free chlorine is consumed upon contact with living tissues making measurement of biodegradation impossible and unnecessary.	
Bioaccumulative potential	Not expected to be bio accumulative.	
Mobility in soil	The product itself has not been tested.	
Other adverse effects	No other adverse environmental effects (e.g. ozone depletion, photochemical ozone creation potential, endocrine disruption, global warming potential) are expected from this component.	

13. Disposal considerations

Disposal Instructions	Collect and reclaim or dispose in sealed containers at licensed waste disposal site. Dispose of contents/container in accordance with local/regional/national/international regulations.
Local disposal regulations	Dispose in accordance with all applicable regulations.
Hazardous waste code	The waste code should be assigned in discussion between the user, the producer and the waste disposal company.
Waste from residues / unused products	Dispose of in accordance with local regulations. Empty containers or liners may retain some product residues. This material and its container must be disposed of in a safe manner (see: Disposal instructions).
Contaminated packaging	Empty containers should be taken to an approved waste handling site for recycling or disposal. Since emptied containers may retain product residue, follow label warnings even after container is emptied.

14. Transport information

DOT

UN number	UN1017
UN proper shipping name	Chlorine (CHLORINE)
Transport hazard class(es)	
Class	2.3
Subsidiary risk	5.1, 8
Label(s)	2.3, 5.1, 8
Packing group	Not applicable.
Environmental hazards	
Marine pollutant	Yes
Special precautions for user	Read safety instructions, SDS and emergency procedures before handling. US CERCLA Reportable Quantity (RQ): 10 lbs / 4.54 kg
Special provisions	2, B9, B14, N86, T50, TP19
Packaging exceptions	None
Packaging non bulk	304
Packaging bulk	314, 315

IATA

UN number	UN1017
UN proper shipping name	Chlorine
Transport hazard class(es)	
Class	2.3
Subsidiary risk	5.1, 8
Packing group	Not applicable.
Environmental hazards	Yes
ERG Code	2CP
Special precautions for user	Read safety instructions, SDS and emergency procedures before handling. Refer to Special Provision A2 for shipping information.
Other information	
Passenger and cargo aircraft	Forbidden

Cargo aircraft only

Forbidden

IMDG

UN number

UN1017

UN proper shipping name

CHLORINE

Transport hazard class(es)

Class

2.3

Subsidiary risk

5.1, 8

Packing group

Not applicable.

Environmental hazards

Marine pollutant

Yes

EmS

F-C, S-U

Special precautions for user

Read safety instructions, SDS and emergency procedures before handling.

Transport in bulk according to
Annex II of MARPOL 73/78 and
the IBC Code

Not available.

DOT



IATA; IMDG



Marine pollutant



General information

This product meets the criteria for an environmentally hazardous mixture, according to the IMDG Code.

15. Regulatory information

US federal regulations

This product is a "Hazardous Chemical" as defined by the OSHA Hazard Communication Standard, 29 CFR 1910.1200.
All components are on the U.S. EPA TSCA Inventory List.

TSCA Section 12(b) Export Notification (40 CFR 707, Subpt. D)

Not regulated.

CERCLA Hazardous Substance List (40 CFR 302.4)

Chlorine (CAS 7782-50-5)

Listed.

SARA 304 Emergency release notification

Chlorine (CAS 7782-50-5) 10 LBS

OSHA Specifically Regulated Substances (29 CFR 1910.1001-1050)

Not listed.

Superfund Amendments and Reauthorization Act of 1986 (SARA)

Hazard categories
Oxidizing Gases, Gas under pressure
Acute Toxicity
Skin Damage
Eye Damage
Specific Target Organ Toxicity, single exposure

SARA 302 Extremely hazardous substance

Chemical name	CAS number	Reportable quantity	Threshold planning quantity	Threshold planning quantity, lower value	Threshold planning quantity, upper value
Chlorine	7782-50-5	10	100 lbs		

SARA 311/312 Hazardous chemical
Yes

SARA 313 (TRI reporting)

Chemical name	CAS number	% by wt.
Chlorine	7782-50-5	99.5

Other federal regulations**Clean Air Act (CAA) Section 112 Hazardous Air Pollutants (HAPs) List**

Chlorine (CAS 7782-50-5)

Clean Air Act (CAA) Section 112(r) Accidental Release Prevention (40 CFR 68.130)

Chlorine (CAS 7782-50-5)

Clean Water Act (CWA) Hazardous substance

US FIFRA Registered Pesticide Yes

Safe Drinking Water Act (SDWA) 4 mg/l
4.0 mg/l

US state regulations**US. California Controlled Substances. CA Department of Justice (California Health and Safety Code Section 11100)**

Not listed.

US. Massachusetts RTK - Substance List

Chlorine (CAS 7782-50-5)

US. New Jersey Worker and Community Right-to-Know Act

Chlorine (CAS 7782-50-5)

US. Pennsylvania Worker and Community Right-to-Know Law

Chlorine (CAS 7782-50-5)

US. Rhode Island RTK

Chlorine (CAS 7782-50-5)

US. California Proposition 65

California Safe Drinking Water and Toxic Enforcement Act of 1986 (Proposition 65): This material is not known to contain any chemicals currently listed as carcinogens or reproductive toxins.

International Inventories

Country(s) or region	Inventory name	On Inventory (yes/no)*
Australia	Australian Inventory of Chemical Substances (AICS)	Yes
Canada	Domestic Substances List (DSL)	Yes
Canada	Non-Domestic Substances List (NDSL)	No
China	Inventory of Existing Chemical Substances in China (IECSC)	Yes
Europe	European Inventory of Existing Commercial Chemical Substances (EINECS)	Yes
Europe	European List of Notified Chemical Substances (ELINCS)	No
Japan	Inventory of Existing and New Chemical Substances (ENCS)	No
Korea	Existing Chemicals List (ECL)	Yes
New Zealand	New Zealand Inventory	Yes

Material name: Chlorine

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Country(s) or region	Inventory name	On inventory (yes/no)*
Philippines	Philippine Inventory of Chemicals and Chemical Substances (PICCS)	Yes
United States & Puerto Rico	Toxic Substances Control Act (TSCA) Inventory	Yes

*A "Yes" indicates that all components of this product comply with the inventory requirements administered by the governing country(s)

A "No" indicates that one or more components of the product are not listed or exempt from listing on the inventory administered by the governing country(s).

16. Other information, including date of preparation or last revision

Issue date	01-07-2015	Revision date	09-09-2021
Version #	03		
HMIS	H: 4 F: 0 R: 1		
NFPA	H: 4 F: 0 R: 0 Other: OX		



List of abbreviations

Maximum use level for Chlorine in potable water is 30 mg/L.

ACGIH: American Conference of Governmental Industrial Hygienists
CAS: Chemical Abstract Services
CERCLA: Comprehensive Environmental Response, Compensation and Liability Act of 1980
CFR: Code of Federal Regulations
DOT: Department of Transportation
EPA: Environmental Protection Agency
EPCRA: Emergency Planning and Community Right-to-Know Act
ERG: Emergency Response Guidebook
HSDB® - Hazardous Substances Data Bank
IARC: International Agency for Research on Cancer
IATA: International Air Transport Association
IBC: Intermediate Bulk Container
IDLH: immediately dangerous to life or health
IMDG: International Maritime Dangerous Goods
LC: Lethal Concentration
LD: Lethal Dose
NIOSH: National Institute of Occupational Safety and Health
NOEC: No observable effect concentration
NTP: National Toxicology Program
OECD: Organization for Economic Cooperation and Development
OEL: National occupational exposure limits
OSHA: Occupational Safety and Health Administration
PEL: Permissible exposure limit
RCRA: Resource Conservation and Recovery Act
RQ: Reportable Quantity
RTECS: Registry of Toxic Effects of Chemical Substances
SAR: supplied-air respirator
SCBA: self-contained breathing apparatus
SDS: Safety Data Sheet
STEL: Short Term Exposure Limit
TWA: Time Weighted Average
UN: United Nations

Disclaimer

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Disclaimer

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Bibliography

ACGIH Documentation of the Threshold Limit Values and Biological Exposure Indices (2014)
Canadian Centre for Occupational Health and Safety, CCInfoWeb Databases, 2014
(Chempendium, RTECs, HSDB, INCHEM)
International Agency for Research on Cancer Monographs (2014)
Material Safety Data Sheet from manufacturer.
OECD - The Global Portal to Information on Chemical Substances - eChemPortal, 2014.

SAFETY DATA SHEET

1. Identification

Product identifier Sulfur Dioxide

Other means of identification

SDS number AUC-009

Synonyms Sulfur oxide * Sulfurous acid anhydride * Sulfur oxide * Sulphur dioxide

Recommended use Synthetic/Analytical chemistry

Recommended restrictions None known.

Manufacturer/Importer/Supplier/Distributor Information

Manufacturer

Company name Allied Universal Corporation

Address 3901 N.W. 115th Avenue
Miami, FL 33178
United States

Telephone General: 1-305-888-2623
24-Hour alert: 1-786-522-0207

Website www.allieduniversal.com

E-mail Not available.

Contact person Operations Department

Emergency phone number CHEMTREC 1-800-424-9300 (US/Canada)
+01 703-527-3887 (International)

Supplier Refer to Manufacturer

2. Hazard(s) identification

Physical hazards Gases under pressure Liquefied gas

Health hazards Acute toxicity, inhalation Category 3
Skin corrosion/irritation Category 1
Serious eye damage/eye irritation Category 1
Germ cell mutagenicity Category 2
Specific target organ toxicity, single exposure Category 3 respiratory tract irritation

Environmental hazards This mixture does not meet the classification criteria according to OSHA HazCom 2012.

OSHA defined hazards This mixture does not meet the classification criteria according to OSHA HazCom 2012.

Label elements



Signal word Danger

Hazard statement Contains gas under pressure; may explode if heated. Causes severe skin burns and eye damage. Toxic if inhaled. May cause respiratory irritation. Suspected of causing genetic defects.

Precautionary statement

Prevention

Obtain special instructions before use. Do not handle until all safety precautions have been read and understood. Do not breathe gas. Use only outdoors or in a well-ventilated area. Wash hands and face thoroughly after handling. Wear protective gloves/clothing and eye/face protection.

Response

IF SWALLOWED: Rinse mouth. Do NOT induce vomiting. IF ON SKIN (or hair): Take off immediately all contaminated clothing. Rinse skin with water/shower. IF INHALED: Remove person to fresh air and keep comfortable for breathing. IF IN EYES: Rinse cautiously with water for several minutes. Remove contact lenses, if present and easy to do. Continue rinsing. Immediately call a POISON CENTER or doctor/physician. Specific treatment (see this label). Wash contaminated clothing before reuse.

Storage	Store in a well-ventilated place. Keep container tightly closed. Store locked up. Protect from sunlight.
Disposal	Dispose of contents/container in accordance with local/regional/national/international regulations.
Hazard(s) not otherwise classified (HNOC)	No OSHA defined hazard classes. Other hazards which do not result in classification: Toxic fumes, gases or vapours may evolve on burning. Severe, short-term exposures may cause long-lasting respiratory effects, e.g. Reactive Airways Dysfunction (RADs), due to the material's severe irritating properties. Contact with liquefied gas might cause frostbites, in some cases with tissue damage. Direct contact with liquefied gas may cause frostbite and corrosive injury to the eyes.
Supplemental information	Keep away from heat. Make sure valves on gas cylinders are fully opened when gas is used. Open cylinder valve slowly to prevent rapid decompression and damage to valve seat. Use smallest possible amounts in designated areas with adequate ventilation. Shut flow off at cylinder valve and not just at the regulator after use. Use a suitable hand truck to move cylinders; do not drag, roll, slide, or drop. Secure cylinders in an upright position at all times, close all valves when not in use. Establish written emergency plan and special training where chlorine is used. Regularly inspect and test piping and containers used for Sulfur dioxide service.

3. Composition/information on ingredients

Substances

Chemical name	Common name and synonyms	CAS number	%
Sulfur dioxide	Sulfur oxide Sulfurous acid anhydride Sulfur oxide Sulfur dioxide	7446-09-5	100

4. First-aid measures

Inhalation	IF INHALED: Remove person to fresh air and keep comfortable for breathing. If breathing is difficult, trained personnel should give oxygen. If breathing stops, provide artificial respiration. Immediately call a POISON CENTER or doctor/physician.
Skin contact	IF ON SKIN (or hair): Take off immediately all contaminated clothing. Rinse skin with water/shower. Do not rub area of contact. Gently remove clothing or jewelry. Carefully cut around clothing that sticks to the skin. Wash contaminated clothing before reuse. Immediately call a POISON CENTER or doctor/physician. Discard any shoes or clothing items that cannot be decontaminated.
Eye contact	IF IN EYES: Rinse cautiously with water for several minutes. Remove contact lenses, if present and easy to do. Continue rinsing. Take care not to rinse contaminated water into the unaffected eye or onto the face. Do not rub eyes. Immediately call a POISON CENTER or doctor/physician.
Ingestion	Not an expected route of entry under normal conditions of use. If ingestion of a large amount does occur, call a poison control center immediately. Do not induce vomiting. Never give anything by mouth to a victim who is unconscious or is having convulsions.
Most important symptoms/effects, acute and delayed	Toxic if inhaled. Suspected of causing genetic defects. May cause severe irritation to the nose, throat, and respiratory tract. Symptoms may include coughing, choking and wheezing. Could also cause tightness in the chest, a blue discoloration of the skin (cyanosis), severe headache, nausea, vomiting and fainting. Inhalation could result in pulmonary edema (fluid accumulation). Symptoms of pulmonary edema (chest pain, shortness of breath) may be delayed. May result in unconsciousness and possibly death. Severe, short-term exposures may cause long-lasting respiratory effects, e.g. Reactive Airways Dysfunction (RADs), due to the material's severe irritating properties. With this condition, asthma-like symptoms and increased reactivity of the airways is experienced. Direct skin contact may cause corrosive skin burns, deep ulcerations and possibly permanent scarring. If product is sprayed directly on skin, symptoms of frostbite may be experienced including numbness, prickling and itching. Corrosive to the eyes and may cause severe damage including blindness. Symptoms may include stinging, tearing, redness, swelling, and blurred vision. If product is sprayed directly into the eyes, could cause freezing of the eye.
Indication of immediate medical attention and special treatment needed	Toxic if inhaled. Immediate medical attention is required. Causes chemical burns. Symptoms may be delayed. Keep victim under observation. Medical supervision for minimum 48 hours. Provide general supportive measures and treat symptomatically.
General information	Ensure that medical personnel are aware of the material(s) involved, and take precautions to protect themselves. Show this safety data sheet to the doctor in attendance.

5. Fire-fighting measures

Suitable extinguishing media	Use media suitable to the surrounding fire such as water fog or fine spray, alcohol foams, carbon dioxide and dry chemical.
Unsuitable extinguishing media	Do not use water jet as an extinguisher, as this will spread the fire.
Specific hazards arising from the chemical	Pressurized container may explode when exposed to heat or flame. Vapors are heavier than air and may spread along floors. Contact with some powdered metals and with alkali metals, such as sodium or potassium may cause fires and explosions. Heat from a surrounding fire can rupture cylinders, causing a dangerous explosion and the release of toxic sulfur dioxide gas. Cylinders have fusible metal plugs, which melt at 73.9 deg C (165 deg F), releasing sulfur dioxide.
Special protective equipment and precautions for firefighters	Firefighters should wear full protective clothing including self contained breathing apparatus. Firefighters must use standard protective equipment including flame retardant coat, helmet with face shield, gloves, rubber boots, and in enclosed spaces, SCBA.
Fire fighting equipment/instructions	Move containers from fire area if you can do so without risk. Stop the flow of gas before extinguishing fire, if safe to do so. Use water spray to direct escaping gas away from workers if it is necessary to stop the flow of gas. Cool containers exposed to heat with water spray and remove container, if no risk is involved. Stay away from ends of cylinders and withdraw immediately in case of rising sounds or discolouration of containers. Do not allow run-off from fire fighting to enter drains or water courses. Dike for water control.
Specific methods	Use standard firefighting procedures and consider the hazards of other involved materials.
General fire hazards	Pressurized container may explode when exposed to heat or flame. The product itself does not burn.
Hazardous combustion products	Sulfur oxides.

6. Accidental release measures

Personal precautions, protective equipment and emergency procedures	Restrict access to area until completion of clean-up. Keep unnecessary personnel away. Keep people away from and upwind of spill/leak. Consider initial downwind evacuation for at least 500 meters (1/3 mile). Ensure clean-up is conducted by trained personnel only. Ventilate closed spaces before entering them. Many gases are heavier than air and will spread along ground and collect in low or confined areas (sewers, basements, tanks). Eliminate all ignition sources (no smoking, flares, sparks, or flames in immediate area). Do not touch damaged containers or spilled material unless wearing appropriate protective clothing. Wear appropriate protective equipment and clothing during clean-up. For personal protection, see section 8 of the SDS.
Methods and materials for containment and cleaning up	Stop the flow of material, if this is without risk.
Environmental precautions	Avoid release to the environment. Prevent entry into waterways, sewer, basements or confined areas. Contact local authorities in case of spillage to drain/aquatic environment.

7. Handling and storage

Precautions for safe handling	Obtain special instructions before use. Use only outdoors or in a well-ventilated area. Wear protective gloves/clothing and eye/face protection. See Section 8 of the SDS for Personal Protective Equipment. Do not breathe gas. Avoid contact with eyes, skin, and clothing. Keep away from heat. Keep reduction valves free from grease and oil. Use smallest possible amounts in designated areas with adequate ventilation. Shut flow off at cylinder valve and not just at the regulator after use. Use a suitable hand truck to move cylinders; do not drag, roll, slide, or drop. Protect against physical damage. Wash hands after handling and before eating.
Conditions for safe storage, including any incompatibilities	Store in steel pressure cylinders in a cool, dry area outdoors or in well-ventilated, detached or segregated areas of non-combustible construction. Keep container tightly closed. Store locked up. Protect from sunlight. Store in a well-ventilated place. Storage area should be clearly identified, clear of obstruction and accessible only to trained and authorized personnel. Store away from incompatible materials (see Section 10 of the SDS). Secure cylinders in an upright position at all times, close all valves when not in use. Use a "first in - first out" inventory system to prevent full cylinders from being stored for excessive periods of time.

8. Exposure controls/personal protection

Occupational exposure limits

US. OSHA Table Z-1 Limits for Air Contaminants (29 CFR 1910.1000)

Material	Type	Value
Sulfur dioxide (CAS 7446-09-5)	PEL	13 mg/m3
		5 ppm

US. ACGIH Threshold Limit Values

Material	Type	Value
Sulfur dioxide (CAS 7446-09-5)	STEL	0.25 ppm

US. NIOSH: Pocket Guide to Chemical Hazards

Material	Type	Value
Sulfur dioxide (CAS 7446-09-5)	STEL	13 mg/m3
	TWA	5 ppm 5 mg/m3 2 ppm

Biological limit values

No biological exposure limits noted for the ingredient(s).

Exposure guidelines

The NIOSH IDLH concentration for Sulfur dioxide is 100 ppm.

Appropriate engineering controls

Ensure adequate ventilation, especially in confined areas. Good general ventilation (typically 10 air changes per hour) should be used. Ventilation rates should be matched to conditions. If applicable, use process enclosures, local exhaust ventilation, or other engineering controls to maintain airborne levels below recommended exposure limits. If exposure limits have not been established, maintain airborne levels to an acceptable level. In case of insufficient ventilation, wear suitable respiratory equipment.

Individual protection measures, such as personal protective equipment**Eye/face protection**

Wear eye/face protection. Chemical goggles are recommended. A full face shield may also be necessary.
Eye wash fountains are required.

Skin protection**Hand protection**

Wear appropriate chemical-resistant gloves. Advice should be sought from glove suppliers.

Other

Wear appropriate chemical-resistant clothing. Where contact is likely, wear chemical-resistant gloves, a chemical suit and rubber boots.

Eye wash facilities and emergency shower must be available when handling this product.

Respiratory protection

A NIOSH/MSHA approved air-purifying respirator with the appropriate chemical cartridges or a positive-pressure, air-supplied respirator may be used to reduce exposure. Respirators should be selected based on the form and concentration of contaminants in air, and in accordance with OSHA (29 CFR 1910.134).

Advice should be sought from respiratory protection specialists.

Thermal hazards

Wear appropriate thermal protective clothing, when necessary.

General hygiene considerations

Do not breathe gas. Avoid contact with eyes, skin and clothing. Handle in accordance with good industrial hygiene and safety practice. Do not eat, drink or smoke when using the product. Wash hands before breaks and immediately after handling the product. Remove soiled clothing and wash it thoroughly before reuse. Inform laundry personnel of contaminant's hazards.

9. Physical and chemical properties**Appearance****Physical state**

Gas.

Form

Compressed liquefied gas.

Color

Colorless

Odor

Pungent suffocating odor

Odor threshold

Not available.

pH

Not available.

Melting point/freezing point

-97.6 °F (-72 °C)

Initial boiling point and boiling range

14 °F (-10 °C)

Flash point

Does not burn

Evaporation rate

Not available.

Flammability (solid, gas)

The product is not flammable.

Upper/lower flammability or explosive limits**Flammability limit - lower (%)**

Not applicable

Flammability limit - upper (%)	Not applicable
Explosive limit - lower (%)	Not available.
Explosive limit - upper (%)	Not available.
Vapor pressure	34 psig
Vapor density	2.25 at 0°C
Relative density	Not available.
Solubility(ies)	
Solubility (water)	Soluble
Partition coefficient (n-octanol/water)	Not available.
Auto-ignition temperature	Not applicable
Decomposition temperature	Not available.
Viscosity	Not available.
Other information	
Critical temperature	314.33 °F (156.85 °C)
Density	0.17 lb/ft ³
Explosive properties	Not explosive.
Molecular formula	SO ₂
Molecular weight	64.06 g/mol
Oxidizing properties	None known.
Specific gravity	0.17 lb/ft ³

10. Stability and reactivity

Reactivity	The product is stable and non-reactive under normal conditions of use, storage and transport. Forms sulfurous acid solution on reaction with water. In some cases, sulfur dioxide behaves as both a reducing and oxidizing agent (metals such as tin, iron and magnesium burn in sulfur dioxide to form mixed sulfides and oxides).
Chemical stability	Material is stable under normal conditions.
Possibility of hazardous reactions	Hazardous polymerization does not occur. Forms sulfurous acid solution on reaction with water.
Conditions to avoid	Keep away from combustible materials. Avoid contact with incompatible materials. Keep away from heat. Keep away from direct sunlight. Do not use in areas without adequate ventilation. Exposure to water vapor.
Incompatible materials	Chlorates. Metal Oxides. Potassium. Sodium. Fluorine. Halogens. Acetylides. Bases.
Hazardous decomposition products	None known, refer to hazardous combustion products in Section 5.

11. Toxicological information

Information on likely routes of exposure

Inhalation	Toxic if inhaled. May cause severe irritation to the nose, throat, and respiratory tract.
Skin contact	Causes skin burns. Contact with liquefied gas might cause frostbites, in some cases with tissue damage. Not expected to be absorbed through the skin.
Eye contact	Causes severe eye burns. If product is sprayed directly into the eyes, could cause freezing of the eye.
Ingestion	Not an expected route of entry under normal conditions of use.

Most important symptoms/effects, acute and delayed

Toxic if inhaled.
Suspected of causing genetic defects. May cause severe irritation to the nose, throat, and respiratory tract. Symptoms may include coughing, choking and wheezing. Could also cause tightness in the chest, a blue discoloration of the skin (cyanosis), severe headache, nausea, vomiting and fainting. Inhalation could result in pulmonary edema (fluid accumulation). Symptoms of pulmonary edema (chest pain, shortness of breath) may be delayed. May result in unconsciousness and possibly death. Severe, short-term exposures may cause long-lasting respiratory effects, e.g. Reactive Airways Dysfunction (RADS), due to the material's severe irritating properties. With this condition, asthma-like symptoms and increased reactivity of the airways is experienced.
Direct skin contact may cause corrosive skin burns, deep ulcerations and possibly permanent scarring. If product is sprayed directly on skin, symptoms of frostbite may be experienced including numbness, prickling and itching.
Corrosive to the eyes and may cause severe damage including blindness. Symptoms may include stinging, tearing, redness, swelling, and blurred vision. If product is sprayed directly into the eyes, could cause freezing of the eye.

Information on toxicological effects

Acute toxicity Hazardous by OSHA criteria. Acute Toxicity (inhalation - gas) - Category 3. Toxic if inhaled.

Product	Species	Test Results
Sulfur dioxide (CAS 7446-09-5)		
Acute		
Dermal		No Data in Literature
Inhalation		
LC50	Rat	1260 ppm, 4 hours
Oral		No Data in Literature
Skin corrosion/irritation	Hazardous by OSHA criteria. Classification: Skin corrosion/irritation - Category 1 Causes severe skin burns.	
Serious eye damage/eye irritation	Hazardous by OSHA criteria. Classification: Serious eye damage/eye irritation - Category 1 Causes serious eye damage.	
Respiratory or skin sensitization		
Respiratory sensitization	This product is not expected to cause respiratory sensitization. May cause asthma-like reaction in hyper-sensitive persons.	
Skin sensitizer	This product is not expected to cause skin sensitization.	
Germ cell mutagenicity	Hazardous by OSHA criteria. Classification: Germ cell mutagenicity - Category 2 Suspected of causing genetic defects.	
Carcinogenicity	This product is not considered to be a carcinogen by IARC, ACGIH, NTP, or OSHA. See below for ingredients present on regulatory lists.	
IARC Monographs. Overall Evaluation of Carcinogenicity		
Sulfur dioxide (CAS 7446-09-5)	3 Not classifiable as to carcinogenicity to humans.	
OSHA Specifically Regulated Substances (29 CFR 1910.1001-1050)		
Not listed.		
Reproductive toxicity	This product is not expected to cause reproductive or developmental effects.	
Specific target organ toxicity - single exposure	Hazardous by OSHA criteria. Classification: Specific Target Organ Toxicity (STOT), Single Exposure. Category 3. May cause respiratory irritation.	
Specific target organ toxicity - repeated exposure	Not expected to be hazardous by OSHA criteria.	
Aspiration toxicity	Not expected to be an aspiration hazard.	
Chronic effects	Prolonged or repeated inhalation of fumes or vapours, may cause chronic lung effects, such as bronchitis.	

12. Ecological information

Ecotoxicity The product is not classified as environmentally hazardous. However, this does not exclude the possibility that large or frequent spills can have a harmful or damaging effect on the environment.

Persistence and degradability Biodegradation is not applicable to inorganic substances.

Bioaccumulative potential	Not expected to be bio accumulative.
Mobility in soil	High water solubility indicates a high mobility in soil.
Other adverse effects	No other adverse environmental effects (e.g. ozone depletion, photochemical ozone creation potential, endocrine disruption, global warming potential) are expected from this component.

13. Disposal considerations

Disposal instructions	Collect and reclaim or dispose in sealed containers at licensed waste disposal site. Dispose of contents/container in accordance with local/regional/national/international regulations.
Local disposal regulations	Dispose in accordance with all applicable regulations.
Hazardous waste code	The waste code should be assigned in discussion between the user, the producer and the waste disposal company.
Waste from residues / unused products	Dispose of in accordance with local regulations. Empty containers or liners may retain some product residues. This material and its container must be disposed of in a safe manner (see: Disposal instructions).
Contaminated packaging	Empty containers should be taken to an approved waste handling site for recycling or disposal. Since emptied containers may retain product residue, follow label warnings even after container is emptied.

14. Transport information

DOT

UN number	UN1079
UN proper shipping name	Sulfur dioxide (RQ = 500)
Transport hazard class(es)	
Class	2.3
Subsidiary risk	8
Label(s)	2.3, 8
Packing group	Not applicable.
Special precautions for user	Read safety instructions, SDS and emergency procedures before handling. US CERCLA Reportable Quantity (RQ): 10 lbs / 4.54 kg
Special provisions	3, B14, T50, TP19
Packaging exceptions	None
Packaging non bulk	304
Packaging bulk	314, 315

IATA

UN number	UN1079
UN proper shipping name	Sulfur dioxide
Transport hazard class(es)	
Class	2.3
Subsidiary risk	8
Packing group	Not applicable.
Environmental hazards	No.
ERG Code	2CP
Special precautions for user	Read safety instructions, SDS and emergency procedures before handling. Refer to Special Provision A2 for shipping information.
Other information	
Passenger and cargo aircraft	Forbidden
Cargo aircraft only	Forbidden

IMDG

UN number	UN1079
UN proper shipping name	Sulfur Dioxide
Transport hazard class(es)	
Class	2.3
Subsidiary risk	8
Packing group	Not applicable.
Environmental hazards	
Marine pollutant	No.
EmS	F-C, S-U
Special precautions for user	Read safety instructions, SDS and emergency procedures before handling.

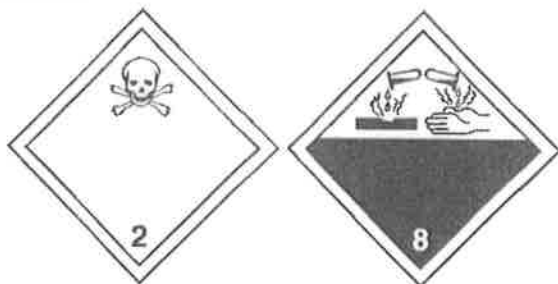
Transport in bulk according to
Annex II of MARPOL 73/78 and
the IBC Code

Not available.

DOT



IATA; IMDG



General information

None.

15. Regulatory information

US federal regulations

This product is a "Hazardous Chemical" as defined by the OSHA Hazard Communication Standard, 29 CFR 1910.1200.
All components are on the U.S. EPA TSCA Inventory List.

TSCA Section 12(b) Export Notification (40 CFR 707, Subpt. D)

Not regulated.

CERCLA Hazardous Substance List (40 CFR 302.4)

Not listed.

SARA 304 Emergency release notification

Sulfur dioxide (CAS 7446-09-5) 500 LBS

OSHA Specifically Regulated Substances (29 CFR 1910.1001-1050)

Not listed.

Superfund Amendments and Reauthorization Act of 1986 (SARA)

Hazard categories

Immediate Hazard - Yes
Delayed Hazard - Yes
Fire Hazard - No
Pressure Hazard - Yes
Reactivity Hazard - No

SARA 302 Extremely hazardous substance

Chemical name	CAS number	Reportable quantity	Threshold planning quantity	Threshold planning quantity, lower value	Threshold planning quantity, upper value
Sulfur dioxide	7446-09-5	500	500 lbs		

SARA 311/312 Hazardous chemical Yes

SARA 313 (TRI reporting)

Not regulated.

Other federal regulations

Clean Air Act (CAA) Section 112 Hazardous Air Pollutants (HAPs) List

Not regulated.

Clean Air Act (CAA) Section 112(r) Accidental Release Prevention (40 CFR 68.130)

Sulfur dioxide (CAS 7446-09-5)

Safe Drinking Water Act Not regulated.

US state regulations

US. California Controlled Substances. CA Department of Justice (California Health and Safety Code Section 11100)
Not listed.

US. Massachusetts RTK - Substance List

Sulfur dioxide (CAS 7446-09-5)

US. New Jersey Worker and Community Right-to-Know Act

Sulfur dioxide (CAS 7446-09-5)

US. Pennsylvania Worker and Community Right-to-Know Law

Sulfur dioxide (CAS 7446-09-5)

US. Rhode Island RTK

Sulfur dioxide (CAS 7446-09-5)

US. California Proposition 65

California Safe Drinking Water and Toxic Enforcement Act of 1986 (Proposition 65): This material is not known to contain any chemicals currently listed as carcinogens or reproductive toxins.

US - California Proposition 65 - CRT: Listed date/Developmental toxin

Sulfur dioxide (CAS 7446-09-5)

Listed: July 29, 2011

International Inventories

Country(s) or region	Inventory name	On inventory (yes/no)*
Australia	Australian Inventory of Chemical Substances (AICS)	Yes
Canada	Domestic Substances List (DSL)	Yes
Canada	Non-Domestic Substances List (NDSL)	No
China	Inventory of Existing Chemical Substances in China (IECSC)	Yes
Europe	European Inventory of Existing Commercial Chemical Substances (EINECS)	Yes
Europe	European List of Notified Chemical Substances (ELINCS)	No
Japan	Inventory of Existing and New Chemical Substances (ENCS)	Yes
Korea	Existing Chemicals List (ECL)	Yes
New Zealand	New Zealand Inventory	Yes
Philippines	Philippine Inventory of Chemicals and Chemical Substances (PICCS)	Yes
United States & Puerto Rico	Toxic Substances Control Act (TSCA) Inventory	Yes

*A "Yes" indicates that all components of this product comply with the inventory requirements administered by the governing country(s)

A "No" indicates that one or more components of the product are not listed or exempt from listing on the inventory administered by the governing country(s).

16. Other information, including date of preparation or last revision

Issue date 03-15-2015

Version # 01

List of abbreviations

ACGIH: American Conference of Governmental Industrial Hygienists
CAS: Chemical Abstract Services
CERCLA: Comprehensive Environmental Response, Compensation and Liability Act of 1980
CFR: Code of Federal Regulations
DOT: Department of Transportation
EPA: Environmental Protection Agency
EPCRA: Emergency Planning and Community Right-to-Know Act
ERG: Emergency Response Guidebook
HSDB® - Hazardous Substances Data Bank
IARC: International Agency for Research on Cancer
IATA: International Air Transport Association
IBC: Intermediate Bulk Container
IDLH: immediately dangerous to life or health
IMDG: International Maritime Dangerous Goods

LC: Lethal Concentration
LD: Lethal Dose
NIOSH: National Institute of Occupational Safety and Health
NOEC: No observable effect concentration
NTP: National Toxicology Program
OECD: Organisation for Economic Cooperation and Development
OEL: National occupational exposure limits
OSHA: Occupational Safety and Health Administration
PEL: Permissible exposure limit
RCRA: Resource Conservation and Recovery Act
RQ: Reportable Quantity
RTECS: Registry of Toxic Effects of Chemical Substances
SAR: supplied-air respirator
SCBA: self-contained breathing apparatus
SDS: Safety Data Sheet
STEL: Short Term Exposure Limit
TWA: Time Weighted Average
UN: United Nations

Disclaimer

Prepared by: ICC The Compliance Center Inc. 1-888-442-9628
<http://www.thecompliancecenter.com>

Disclaimer

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Bibliography

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ACGIH Documentation of the Threshold Limit Values and Biological Exposure Indices (2014)
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(Chempendium, RTECs, HSDB, INCHEM)
International Agency for Research on Cancer Monographs (2014)
Material Safety Data Sheet from manufacturer.
OECD - The Global Portal to Information on Chemical Substances - eChemPortal, 2014.

FURNISH LABOR, EQUIPMENT AND MATERIAL FOR REPAIR, REPLACEMENT OR INSTALLATION OF DUCTILE IRON OR PVC WATER LINES AND FITTINGS FOR THE HATTIESBURG WATER DEPARTMENT		
	CJ MORGAN	DNA UTILITIES
ITEM		
4" BENDS	\$332.00	\$800.00
6" BENDS	\$460.00	\$1,300.00
8" BENDS	\$557.00	\$1,900.00
10" BENDS	\$765.00	\$2,900.00
12" BENDS	\$896.00	\$3,700.00
14" BENDS	\$985.00	\$5,500.00
16" BENDS	\$1,350.00	\$6,900.00
18" BENDS	\$1,633.00	\$8,600.00
20" BENDS	\$2,360.00	\$10,800.00
4" TEES	\$458.00	\$1,100.00
6" TEES	\$591.00	\$1,600.00
8" TEES	\$730.00	\$2,400.00
10" TEES	\$995.00	\$3,800.00
12" TEES	\$1,245.00	\$4,700.00
14" TEES	\$1,310.00	\$7,400.00
16" TEES	\$1,550.00	\$9,300.00
18" TEES	\$1,700.00	\$12,900.00
20" TEES	\$2,941.00	\$15,300.00
4" VALVES	\$1,100.00	\$1,900.00
6" VALVES	\$1,394.00	\$2,600.00
8" VALVES	\$1,888.00	\$4,100.00
10" VALVES	\$2,765.00	\$6,300.00
12" VALVES	\$3,590.00	\$7,800.00
14" VALVES	\$5,200.00	\$21,000.00
16" VALVES	\$6,500.00	\$29,600.00
18" VALVES	\$8,785.00	\$44,100.00
20" VALVES	\$13,500.00	\$51,400.00
6" SOLID SLEEVES	\$447.00	\$1,000.00
8" SOLID SLEEVES	\$555.00	\$1,400.00
10" SOLID SLEEVES	\$729.00	\$2,100.00
12" SOLID SLEEVES	\$884.00	\$2,600.00
16" SOLID SLEEVES	\$1,400.00	\$5,100.00
FIRE HYDRANTS	\$3,370.00	\$6,850.00
VALVE BOXES	\$145.00	\$550.00
4" DUCTILE IRON P.C. 350	\$54.00	\$80.00
6" DUCTILE IRON P.C. 350	\$45.00	\$95.00
8" DUCTILE IRON P.C. 350	\$55.00	\$120.00
10" DUCTILE IRON P.C. 350	\$62.00	\$130.00
12" DUCTILE IRON P.C. 350	\$74.50	\$182.00

14" DUCTILE IRON P.C. 250	\$81.82	\$181.00
16" DUCTILE IRON P.C. 250	\$101.85	\$279.00
18" DUCTILE IRON P.C. 250	\$116.07	\$322.00
20" DUCTILE IRON P.C. 250	\$140.20	\$358.00
4" PVC C900 P.C. 200	\$20.00	\$42.00
6" PVC C900 P.C. 200	\$33.00	\$71.00
8" PVC C900 P.C. 200	\$44.00	\$108.00
10" PVC C900 P.C. 200	\$57.00	\$153.00
12" PVC C900 P.C. 200	\$75.65	\$206.00
14" PVC C900 P.C. 150	\$96.80	\$225.00
16" PVC C900 P.C. 150	\$126.90	\$283.00
18" PVC C900 P.C. 150	\$157.50	\$387.00
20" PVC C900 P.C. 150	\$200.00	\$428.00
2" HDPE	\$16.50	\$44.00
4" HDPE	\$26.00	\$88.00
6" HDPE	\$43.00	\$125.00
8" HDPE	\$53.00	\$179.00
10" HDPE	\$84.00	\$225.00
12" HDPE	\$107.00	\$293.00
14" HDPE	\$127.00	\$360.00
16" HDPE	\$155.00	\$404.00
1" SERVICE LINES	\$14.50	\$25.00
1" TUBING P.C. 200	\$15.00	\$20.00
1" CURB STOP	\$163.00	\$460.00
1" CORP COCK	\$140.00	\$350.00
DOUBLE STRAP SERVICE SADDLES 4"	\$77.00	\$600.00
DOUBLE STRAP SERVICE SADDLES 6"	\$95.00	\$800.00
DOUBLE STRAP SERVICE SADDLES 8"	\$110.00	\$1,200.00
DOUBLE STRAP SERVICE SADDLES 10"	\$122.00	\$1,500.00
DOUBLE STRAP SERVICE SADDLES 12"	\$142.00	\$1,900.00
BACKHOE 555 OR EQUAL	\$60.00	\$203.17
DUMP TRUCK 12-14 C.Y., TANDEM	\$85.00	\$165.00
VACCUUM TRUCK	\$95.00	\$260.00
WATER PUMP, 3" OR 4"	\$20.00	\$180.00
SERVICE TRUCK WITH TWO CREW WORKERS	\$110.00	\$245.00
CRAWLER TRACK HOE	\$135.00	\$410.00
SKID STEER WITH HYDRAULIC BREAKER	\$85.00	\$260.00
MINI EXCAVATOR	\$85.00	\$180.00
SELECT GRANULAR FILL	\$11.50	\$40.00
ASPHALT FOR PAVING REPAIR	\$140.00	\$550.00
CONCRETE REPAIR 6" THICK	\$75.00	\$190.00
CLAY GRAVEL	N/A	\$40.00
WASHED GRAVEL	\$65.00	\$100.00
CRUSHED CONCRETE	\$65.00	\$80.00
REMOVE AND REPLACE CURB AND GUTTER	\$40.00	\$152.00

REMOVE OR REPLACE 4" THICK CONCRETE DRIVES OR WALKS	\$70.00	\$200.00
TOPSOIL FOR YARD REPAIR	\$25.00	\$45.00
DOZER RENTAL INCLUDING OPERATOR, FUEL AND MAINTENANCE, JOHN DEERE 450C OR EQUAL	\$85.00	\$260.00
SMALL VIBRATING SHEEP FOOT ROLLER	\$50.00	\$260.00
REMOVE ASPHALT AND CONCRETE	\$10.00	\$14.00
SAW CUT CONCRETE	\$12.00	\$10.00
4 INCH WATER PUMP	\$450.00	\$900.00
6 INCH WATER PUMP	\$550.00	\$1,200.00
SKID STEER WITH HYDRAULIC BREAKER	\$85.00	\$260.00
SPECIAL FITTINGS AND SUBMERSIBLE OR TURBINE PUMPS	16%	20%
8 INCH WATER PUMP	\$650.00	\$1,500.00
10 INCH WATER PUMP	\$850.00	\$2,000.00
12 INCH WATER PUMP	\$850.00	\$2,500.00
MISCELLANEOUS CONCRETE	\$175.00	\$1,950.00
SAW CUT ASPHALT ALL DEPTHS	\$12.00	\$10.00
4" VALVES	\$5,800.00	\$14,000.00
6" VALVES	\$6,530.00	\$16,500.00
8" VALVES	\$7,685.00	\$19,100.00
10" VALVES	\$18,650.00	\$27,000.00
12" VALVES	\$18,650.00	\$30,300.00
SPECIAL FITTING	16%	20%
TURBINE OR CENTRIFUGAL PUMP	16%	50%
4" X 2" SLEEVE AND VALVE	\$730.00	\$2,400.00
4" X 4" SLEEVE AND VALVE	\$2,052.00	\$5,500.00
6" X 2" SLEEVE AND VALVE	\$765.00	\$2,500.00
6" X 4" SLEEVE AND VALVE	\$2,252.00	\$5,600.00
6" X 6" SLEEVE AND VALVE	\$2,467.00	\$7,100.00
8" X 2" SLEEVE AND VALVE	\$920.00	\$2,600.00
8" X 4" SLEEVE AND VALVE	\$2,430.00	\$5,700.00
8" X 6" SLEEVE AND VALVE	\$2,800.00	\$7,100.00
8" X 8" SLEEVE AND VALVE	\$3,700.00	\$9,400.00
10" X 2" SLEEVE AND VALVE	\$960.00	\$2,700.00
10" X 4" SLEEVE AND VALVE	\$2,657.00	\$5,900.00
10" X 6" SLEEVE AND VALVE	\$2,927.00	\$7,300.00
10" X 8" SLEEVE AND VALVE	\$3,895.00	\$9,700.00
10" X 10" SLEEVE AND VALVE	\$4,975.00	\$14,500.00
12" X 2" SLEEVE AND VALVE	\$1,000.00	\$2,800.00
12" X 4" SLEEVE AND VALVE	\$2,570.00	\$6,300.00
12" X 6" SLEEVE AND VALVE	\$2,885.00	\$7,800.00
12" X 8" SLEEVE AND VALVE	\$3,765.00	\$10.00
12" X 10" SLEEVE AND VALVE	\$5,230.00	\$14,900.00
12" X 12" SLEEVE AND VALVE	\$6,380.00	\$17,600.00

16" X 2" SLEEVE AND VALVE	\$1,100.00	\$3,200.00
16" X 4" SLEEVE AND VALVE	\$3,100.00	\$7,900.00
16" X 6" SLEEVE AND VALVE	\$3,470.00	\$9,600.00
16" X 8" SLEEVE AND VALVE	\$4,450.00	\$11,800.00
16" X 10" SLEEVE AND VALVE	\$5,935.00	\$16,700.00
16" X 12" SLEEVE AND VALVE	\$6,550.00	\$19,400.00
16" X 16" SLEEVE AND VALVE	\$14,575.00	\$44,300.00
20" X 4" SLEEVE AND VALVE	\$4,000.00	\$8,600.00
20" X 6" SLEEVE AND VALVE	\$4,225.00	\$10,100.00
20" X 8" SLEEVE AND VALVE	\$5,300.00	\$13,000.00
20" X 10" SLEEVE AND VALVE	\$6,735.00	\$18,000.00
20" X 12" SLEEVE AND VALVE	\$7,475.00	\$21,100.00
20" X 16" SLEEVE AND VALVE	\$16,500.00	\$46,100.00

ITEM #20 - FURNISH LABOR, EQUIPMENT AND MATERIAL FOR REPAIR, REPLACEMENT OR
INSTALLATION OF DUCTILE IRON OR PVC WATER LINES AND FITTINGS FOR
THE HATTIESBURG WATER DEPARTMENT

ITEMS	UNIT BID PRICE
4" BENDS, INCLUDING BLOCKING, PER EACH	332.00
6" BENDS, INCLUDING BLOCKING, PER EACH	460.00
8" BENDS, INCLUDING BLOCKING, PER EACH	557.00
10" BENDS, INCLUDING BLOCKING, PER EACH	765.00
12" BENDS, INCLUDING BLOCKING, PER EACH	896.00
14" BENDS, INCLUDING BLOCKING, PER EACH	985.00
16" BENDS, INCLUDING BLOCKING, PER EACH	1350.00
18" BENDS, INCLUDING BLOCKING, PER EACH	1633.00
20" BENDS, INCLUDING BLOCKING, PER EACH	2360.00
TOTAL	9338.00

4" TEES, INCLUDING BLOCKING, PER EACH	458.00
6" TEES, INCLUDING BLOCKING, PER EACH	591.00
8" TEES, INCLUDING BLOCKING, PER EACH	730.00
10" TEES, INCLUDING BLOCKING, PER EACH	995.00
12" TEES, INCLUDING BLOCKING, PER EACH	1245.00
14" TEES, INCLUDING BLOCKING, PER EACH	1310.00
16" TEES, INCLUDING BLOCKING, PER EACH	1550.00
18" TEES, INCLUDING BLOCKING, PER EACH	1700.00
20" TEES, INCLUDING BLOCKING, PER EACH	2941.00
TOTAL	11520.00

4" VALVES, PER EACH	1100.00
6" VALVES, PER EACH	1394.00
8" VALVES, PER EACH	1888.00
10" VALVES, PER EACH	2765.00
12" VALVES, PER EACH	3590.00

14" VALVES, PER EACH	5200.00
16" VALVES, PER EACH	6500.00
18" VALVES, PER EACH	8785.00
20" VALVES, PER EACH	13500.00
TOTAL	44722.00

6" SOLID SLEEVES, PER EACH	447.00
8" SOLID SLEEVES, PER EACH	555.00
10" SOLID SLEEVES, PER EACH	729.00
12" SOLID SLEEVES, PER EACH	884.00
16" SOLID SLEEVES, PER EACH	1400.00
TOTAL	4015.00

FIRE HYDRANTS, INCLUDING BLOCKING PER EACH	3370.00
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VALVE BOXES, PER EACH	145.00
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ITEMS	UNIT BID
4" DUCTILE IRON P.C. 350, PER LF	54.00
6" DUCTILE IRON P.C. 350, PER LF	45.00
8" DUCTILE IRON P.C. 350, PER LF	55.00
10" DUCTILE IRON P.C. 350, PER LF	62.00
12" DUCTILE IRON P.C. 350, PER LF	74.50
TOTAL	290.50

14" DUCTILE IRON P.C. 250, PER LF	81.82
16" DUCTILE IRON P.C. 250, PER LF	101.85
18" DUCTILE IRON P.C. 250, PER LF	116.07
20" DUCTILE IRON P.C. 250, PER LF	140.20
TOTAL	439.94

4" PVC C900 P.C. 200, PER LF	20.00
6" PVC C900 P.C. 200, PER LF	33.00
8" PVC C900 P.C. 200, PER LF	44.00
10" PVC C900 P.C. 200, PER LF	57.00

12" PVC C900 P.C. 200, PER LF	75.65
14" PVC C900 P.C. 150, PER LF	96.80
16" PVC C900 P.C. 150, PER LF	126.90
18" PVC C900 P.C. 150, PER LF	157.50
20" PVC C900 P.C. 150, PER LF	200.00
TOTAL	810.85

FURNISH LABOR, EQUIPMENT AND MATERIAL FOR DIRECTIONAL BORING OF WATER MAIN USING HDPE PIPE, SDR11, PRESSURE CLASS 260 WITH FUSION JOINTS

ITEMS	UNIT BID PRICE
2" HDPE PER LF	16.50
4" HDPE PER LF	26.00
6" HDPE PER LF	43.00
8" HDPE PER LF	53.00
10" HDPE PER LF	84.00
12" HDPE PER LF	107.00
14" HDPE PER LF	127.00
16" HDPE PER LF	155.00
1" SERVICE LINES	14.50
TOTAL	626.00

FURNISH LABOR, EQUIPMENT AND MATERIAL FOR REPAIR, REPLACEMENT OR INSTALLATIONS OF SERVICE LINE FOR THE HATTIESBURG WATER DEPARTMENT

ITEMS	UNIT BID PRICE
1" TUBING P.C. 200, PER LF	15.00
1" CURB STOP, PER EACH	163.00
1" CORP COCK, PER EACH	140.00
DOUBLE STRAP SERVICE SADDLES - 4", PER EACH	77.00
DOUBLE STRAP SERVICE SADDLES - 6", PER EACH	95.00
DOUBLE STRAP SERVICE SADDLES - 8", PER EACH	110.00
DOUBLE STRAP SERVICE SADDLES - 10", PER EACH	122.00
DOUBLE STRAP SERVICE SADDLES - 12", PER EACH	142.00
TOTAL	864.00

FURNISH EQUIPMENT INCLUDING MAINTENANCE, FUEL AND OPERATOR

ITEMS	UNIT BID
BACKHOE, 555 OR EQUAL, PER HOUR	60.00
DUMP TRUCK, 12-14 C.Y., TANDEM, PER HOUR	85.00

VACUUM TRUCK, PER HOUR	95.00
WATER PUMP, 3" OR 4", PER HOUR	20.00
SERVICE TRUCK WITH TWO CREW WORKERS, PER HOUR	110.00
CRAWLER TRACK HOE, PER HOUR	135.00
SKID STEER WITH HYDRAULIC BREAKER, PER HOUR	85.00
MINI EXCAVATOR, PER HOUR	85.00
TOTAL	675.00

REPAIR OF ROADWAY, DRIVES AND PARKING AREAS

ITEMS	UNIT BID
SELECT GRANULAR FILL, PER C.Y.	11.50
ASPHALT FOR PAVING REPAIR, PER TON	140.00
CONCRETE REPAIR, 6" THICK, PER S. Y.	75.00
CLAY GRAVEL, PER C. Y.	N/A
WASHED GRAVEL, PER C. Y.	65.00
CRUSHED CONCRETE PER TON	65.00
REMOVE AND REPLACE CURB AND GUTTER LINEAR FOOT	40.00
REMOVE OR REPLACE 4" THICK CONCRETE DRIVES OR WALKS SQUARE YARD	70.00
TOPSOIL FOR YARD REPAIR CUBIC YARD	25.00
DOZER RENTAL INCLUDING OPERATOR, FUEL, AND MAINTENANCE, JOHN DEERE 450C OR EQUAL PER HOUR	85.00
SMALL VIBRATING SHEEP FOOT ROLLER PER HOUR	50.00
REMOVE ASPHALT AND CONCRETE PER SQUARE YARD	10.00
SAW CUT CONCRETE PER LINEAR FOOT	12.00
4 INCH WATER PUMP PER DAY	450.00
6 INCH WATER PUMP PER DAY	550.00
SKID STEER WITH HYDRAULIC BREAKER PER HOUR	— Duplicate
SPECIAL FITTINGS AND SUBMERSIBLE OR TURBINE PUMPS INVOICE COST PLUS PERCENT FOR HANDLING	16%
8 INCH WATER PUMP PER DAY	650.00
10 INCH WATER PUMP PER DAY	850.00
12 INCH WATER PUMP PER DAY	850.00
MISCELLANEOUS CONCRETE PER C.Y.	175.00
SAW CUT ASPHALT ALL DEPTHS PER LINEAR FOOT	12.00
TOTAL	4185.50

FURNISH LABOR, EQUIPMENT, AND MATERIAL FOR INSTALLING INSERT A VALVES

ITEMS	UNIT BID PRICE
4" VALVES, PER EACH	5800.00
6" VALVES, PER EACH	6530.00
8" VALVES, PER EACH	7685.00
10" VALVES, PER EACH	18650.00
12" VALVES, PER EACH	18650.00
TOTAL	57315.00

FURNISH SPECIAL FITTING, INVOICE COST PLUS PERCENT FOR HANDLING

ITEMS	UNIT BID PRICE
SPECIAL FITTING, INVOICE COST PLUS PERCENT FOR HANDLING, PER CENT	16%
TURBINE OR CENTRIFUGAL PUMP, INVOICE COST PLUS PERCENT FOR HANDLING	16%

FURNISH LABOR, EQUIPMENT, AND MATERIAL FOR INSTALLING TAPPING SLEEVES AND VALVES AND CUTTING HOLE

ITEMS	UNIT BID PRICE
4" X 2" SLEEVE AND VALVE, PER EACH	730.00
4" X 4" SLEEVE AND VALVE, PER EACH	2052.00
6" X 2" SLEEVE AND VALVE, PER EACH	765.00
6" X 4" SLEEVE AND VALVE, PER EACH	2252.00
6" X 6" SLEEVE AND VALVE, PER EACH	2467.00
8" X 2" SLEEVE AND VALVE, PER EACH	920.00
8" X 4" SLEEVE AND VALVE, PER EACH	2430.00
8" X 6" SLEEVE AND VALVE, PER EACH	2800.00
8" X 8" SLEEVE AND VALVE, PER EACH	3700.00
10" X 2" SLEEVE AND VALVE, PER EACH	960.00
10" X 4" SLEEVE AND VALVE, PER EACH	2657.00
10" X 6" SLEEVE AND VALVE, PER EACH	2927.00
10" X 8" SLEEVE AND VALVE, PER EACH	3895.00
10" X 10" SLEEVE AND VALVE, PER EACH	4975.00
12" X 2" SLEEVE AND VALVE, PER EACH	1000.00
12" X 4" SLEEVE AND VALVE, PER EACH	2570.00
12" X 6" SLEEVE AND VALVE, PER EACH	2885.00

12" X 8" SLEEVE AND VALVE, PER EACH	3765.00
12" x 10" SLEEVE AND VALVE, PER EACH	5230.00
12" X 12" SLEEVE AND VALVE, PER EACH	6380.00
16" X 2" SLEEVE AND VALVE, PER EACH	1100.00
16" X 4" SLEEVE AND VALVE, PER EACH	3100.00
16" X 6" SLEEVE AND VALVE, PER EACH	3490.00
16" X 8" SLEEVE AND VALVE, PER EACH	4450.00
16" X 10" SLEEVE AND VALVE, PER EACH	5935.00
16" X 12" SLEEVE AND VALVE, PER EACH	6550.00
16" X 16" SLEEVE AND VALVE, PER EACH	14575.00
20" X 4" SLEEVE AND VALVE, PER EACH	4000.00
20" X 6" SLEEVE AND VALVE, PER EACH	4225.00
20" X 8" SLEEVE AND VALVE, PER EACH	5300.00
20" X 10" SLEEVE AND VALVE, PER EACH	6735.00
20" X 12" SLEEVE AND VALVE, PER EACH	7475.00
20" X 16" SLEEVE AND VALVE, PER EACH	16500.00
TOTAL	138775.00

GRAND TOTAL BID PRICE	277091.79
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C J Morgan Inc
NAME OF COMPANY

712 Edgewood Dr
STREET/P.O. ADDRESS

Hattiesburg Ms 39401
CITY/STATE & ZIP CODE

601544-3192 601582-9055
PHONE NUMBER & FAX NUMBER

August 25, 2022
DATE OF BID

02840 MC

CERTIFICATE OF RESPONSIBILITY NO.

C. Bruce Morgan
OFFICIAL'S NAME & TITLE

C. Bruce Morgan
OFFICIAL'S SIGNATURE



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

8/23/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Jackson-Alliant Insurance Services, Inc. 1817 Crane Ridge Drive Suite 300 Jackson MS 39216	CONTACT NAME: Jamie White PHONE (A/C, No, Ext): 601-709-4613 E-MAIL: jwhite@alliant.com ADDRESS:	FAX (A/C, No): 601-709-4615
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A: Travelers Property Casualty Co		25674
INSURER B: Travelers Indemnity Company		25658
INSURER C: Charter Oak Fire Insurance Com		25615
INSURER D:		
INSURER E:		
INSURER F:		

COVERAGES**CERTIFICATE NUMBER:** 122824177**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
B	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PRO-JECT ☐ LOC OTHER:			4T-CO-3J604381-IND-22	4/3/2022	4/3/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
B	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY			810-0N115850-22-2S-G	4/3/2022	4/3/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE ☐ UED ☒ RETENTION \$ 10,000			CUP-3J608158-22-2S	4/3/2022	4/3/2023	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000 \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y/N ☒ N		N/A	UB-1S688166-22-2S-G	7/1/2022	7/1/2023	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Re: Annual Water Bid

CERTIFICATE HOLDER**CANCELLATION**

City of Hattiesburg
P. O. Box 1898
Hattiesburg MS 39401

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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**C. J. MORGAN, INC.
712 EDGEWOOD DR
HATTIESBURG, MS 39401
EQUIPMENT LIST FOR 2022**

EXCAVATORS	9 EA
MINI EXCAVATORS	6 EA
RUBBER TIRE BACKHOES	7 EA
FRONT END LOADERS	2 EA
DOZERS	7 EA
MOTOR GRADER	1 EA
SHEEPFOOT ROLLER	2 EA
SELF PROPELLED COMPACTOR	3 EA
MYERS SEWER LINE CLEANER	1 EA
2000 GALLON VACUUM TRUCK	1 EA
3300 GALLON VACUUM TRUCK	1 EA
GRAVEL BOXES	2 EA
TRENCH BOXES	8 EA
MANHOLE BOXES	2 EA
SHEETING & PILING	LOT
3" BYPASS PUMPS	4 EA
6" BYPASS PUMPS	2 EA
6" VACUUM ASSISTED BY-PASS PUMP	1 EA
8" VACUUM ASSISTED BY-PASS PUMP	1 EA
12" VACUUM ASSISTED BY-PASS PUMP	1 EA
6" WELL POINT SYSTEMS	2 EA
AIR PLUGS SIZES FROM 4" TO 36"	LOT
LIGHT TOWER	1 EA
PORTABLE AIR COMPRESSORS	2 EA
ASPHALT CUTTER	1 EA
SKID STEER W/HYDRAULIC BREAKER	1 EA
TANDEM DUMP TRUCKS	5 EA
24 yd DUMP TRAILER	1 EA
PIPE LASERS	7 EA
DIRECTIONAL BORE UNITS	4 EA
RUBBER TRACK OFF ROAD DUMP	2 EA
SELF PROPELED CONCRETE SAW	1 EA
SELF PROPELLED BROOM	1 EA
ASPHALT DISTRIBUTION TRUCK	1 EA
STEEL WHEEL ROLLERS	3 EA
RUBBER TIRE ROLLERS	1 EA
ASPHALT PAVER	1 EA
CURB & GUTTER MACHINES	1 EA
23 TON BOOM TRUCK	1 EA
HOT TAP EQUIPMENT:	
MUELLER B-100 TAPPING MACHINE ¾"- 1"	1 EA
MUELLER E-5 TAPPING MACHINE ¾" - 2"	1 EA
ROMAC TAPPING MACHINE 4" - 12"	1 EA
ROMAC VALVE INSERTION MACHINE 4" - 12"	1 EA
ICS HYDRAULIC SAW	1 EA
TRENCHERS	4 EA
WHEELER HYDRAULIC PIPE CUTTER	1 EA
1 - LOT FACTORY SPECIAL FIRE HYDRANT REPAIR TOOLS	
1 - LOT OF HDPE FUSION EQUIPMENT ¾" - 12"	

LEAK DETECTION UNIT	1 EA	
LINE LOCATE UNITS	4 EA	
SERVICE TRUCK DEDICATED LIFT STATION MAINTENANCE		1 EA
CUTTER FOR RIGHT OF WAY CLEARING	1 EA	
HYDRAULIC PLATE COMPACTOR FOR MINI EXCAVATOR		1 EA

DNA Underground, LLC
16101 S Swan Road
Gulfport, MS 39503
Certificate of Responsibility No. 20907-MC

City Clerk's Office in the City Hall
200 Forrest Street
Hattiesburg, Mississippi, 39403

BID
**ITEM #20 FURNISH LABOR, EQUIPMENT AND MATERIAL FOR REPAIR,
REPLACEMENT OR INSTALLATION OF DUCTILE IRON OR PVC WATER
LINES AND FITTINGS FOR THE HATTIESBURG WATER DEPARTMENT
SUBMITTED BY 10:00 A.M. THURSDAY, AUGUST 25, 2022**

DNA Underground, LLC
Certificate of Responsibility No. 20907-MC

ITEM #20 - FURNISH LABOR, EQUIPMENT AND MATERIAL FOR REPAIR, REPLACEMENT OR INSTALLATION OF DUCTILE IRON OR PVC WATER LINES AND FITTINGS FOR THE HATTIESBURG WATER DEPARTMENT

ITEMS	UNIT BID PRICE
4" BENDS, INCLUDING BLOCKING, PER EACH	800. ⁰⁰
6" BENDS, INCLUDING BLOCKING, PER EACH	1,300. ⁰⁰
8" BENDS, INCLUDING BLOCKING, PER EACH	1,900. ⁰⁰
10" BENDS, INCLUDING BLOCKING, PER EACH	2,900. ⁰⁰
12" BENDS, INCLUDING BLOCKING, PER EACH	3,700. ⁰⁰
14" BENDS, INCLUDING BLOCKING, PER EACH	5,500. ⁰⁰
16" BENDS, INCLUDING BLOCKING, PER EACH	6,900. ⁰⁰
18" BENDS, INCLUDING BLOCKING, PER EACH	8,600. ⁰⁰
20" BENDS, INCLUDING BLOCKING, PER EACH	10,800. ⁰⁰
TOTAL	42,400. ⁰⁰

4" TEES, INCLUDING BLOCKING, PER EACH	1,100. ⁰⁰
6" TEES, INCLUDING BLOCKING, PER EACH	1,600. ⁰⁰
8" TEES, INCLUDING BLOCKING, PER EACH	2,400. ⁰⁰
10" TEES, INCLUDING BLOCKING, PER EACH	3,800. ⁰⁰
12" TEES, INCLUDING BLOCKING, PER EACH	4,700. ⁰⁰
14" TEES, INCLUDING BLOCKING, PER EACH	7,400. ⁰⁰
16" TEES, INCLUDING BLOCKING, PER EACH	9,300. ⁰⁰
18" TEES, INCLUDING BLOCKING, PER EACH	12,900. ⁰⁰
20" TEES, INCLUDING BLOCKING, PER EACH	15,300. ⁰⁰
TOTAL	58,500. ⁰⁰

4" VALVES, PER EACH	1,900. ⁰⁰
6" VALVES, PER EACH	2,600. ⁰⁰
8" VALVES, PER EACH	4,100. ⁰⁰
10" VALVES, PER EACH	6,300. ⁰⁰
12" VALVES, PER EACH	7,800. ⁰⁰

14" VALVES, PER EACH	21,000. ⁰⁰
16" VALVES, PER EACH	29,600. ⁰⁰
18" VALVES, PER EACH	44,100. ⁰⁰
20" VALVES, PER EACH	51,400. ⁰⁰
TOTAL	146,100. ⁰⁰

6" SOLID SLEEVES, PER EACH	1,000. ⁰⁰
8" SOLID SLEEVES, PER EACH	1,400. ⁰⁰
10" SOLID SLEEVES, PER EACH	2,100. ⁰⁰
12" SOLID SLEEVES, PER EACH	2,600. ⁰⁰
16" SOLID SLEEVES, PER EACH	5,100. ⁰⁰
TOTAL	12,200. ⁰⁰

FIRE HYDRANTS, INCLUDING BLOCKING PER EACH	6,850. ⁰⁰
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VALVE BOXES, PER EACH	550. ⁰⁰
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ITEMS	UNIT BID
4" DUCTILE IRON P.C. 350, PER LF	80. ⁰⁰
6" DUCTILE IRON P.C. 350, PER LF	95. ⁰⁰
8" DUCTILE IRON P.C. 350, PER LF	120. ⁰⁰
10" DUCTILE IRON P.C. 350, PER LF	130. ⁰⁰
12" DUCTILE IRON P.C. 350, PER LF	182. ⁰⁰
TOTAL	607. ⁰⁰

14" DUCTILE IRON P.C. 250, PER LF	181. ⁰⁰
16" DUCTILE IRON P.C. 250, PER LF	279. ⁰⁰
18" DUCTILE IRON P.C. 250, PER LF	322. ⁰⁰
20" DUCTILE IRON P.C. 250, PER LF	358. ⁰⁰
TOTAL	1,140. ⁰⁰

4" PVC C900 P.C. 200, PER LF	42. ⁰⁰
6" PVC C900 P.C. 200, PER LF	71. ⁰⁰
8" PVC C900 P.C. 200, PER LF	108. ⁰⁰
10" PVC C900 P.C. 200, PER LF	153. ⁰⁰

12" PVC C900 P.C. 200, PER LF	206.00
14" PVC C900 P.C. 150, PER LF	225.00
16" PVC C900 P.C. 150, PER LF	283.00
18" PVC C900 P.C. 150, PER LF	387.00
20" PVC C900 P.C. 150, PER LF	428.00
TOTAL	1,903.00

FURNISH LABOR, EQUIPMENT AND MATERIAL FOR DIRECTIONAL BORING OF WATER MAIN USING HDPE PIPE, SDR11, PRESSURE CLASS 260 WITH FUSION JOINTS

ITEMS	UNIT BID PRICE
2" HDPE PER LF	44.00
4" HDPE PER LF	88.00
6" HDPE PER LF	125.00
8" HDPE PER LF	179.00
10" HDPE PER LF	225.00
12" HDPE PER LF	293.00
14" HDPE PER LF	360.00
16" HDPE PER LF	404.00
1" SERVICE LINES	25.00
TOTAL	1,743.00

FURNISH LABOR, EQUIPMENT AND MATERIAL FOR REPAIR, REPLACEMENT OR INSTALLATIONS OF SERVICE LINE FOR THE HATTIESBURG WATER DEPARTMENT

ITEMS	UNIT BID PRICE
1" TUBING P.C. 200, PER LF	20.00
1" CURB STOP, PER EACH	460.00
1" CORP COCK, PER EACH	350.00
DOUBLE STRAP SERVICE SADDLES - 4", PER EACH	600.00
DOUBLE STRAP SERVICE SADDLES - 6", PER EACH	800.00
DOUBLE STRAP SERVICE SADDLES - 8", PER EACH	1200.00
DOUBLE STRAP SERVICE SADDLES - 10", PER EACH	1500.00
DOUBLE STRAP SERVICE SADDLES - 12", PER EACH	1900.00
TOTAL	6,830.00

FURNISH EQUIPMENT INCLUDING MAINTENANCE, FUEL AND OPERATOR

ITEMS	UNIT BID
BACKHOE, 555 OR EQUAL, PER HOUR	203.17
DUMP TRUCK, 12-14 C.Y., TANDEM, PER HOUR	165.00

VACUUM TRUCK, PER HOUR	260. ⁰⁰
WATER PUMP, 3" OR 4", PER HOUR	180. ⁰⁰
SERVICE TRUCK WITH TWO CREW WORKERS, PER HOUR	245. ⁰⁰
CRAWLER TRACK HOE, PER HOUR	410. ⁰⁰
SKID STEER WITH HYDRAULIC BREAKER, PER HOUR	260. ⁰⁰
MINI EXCAVATOR, PER HOUR	180. ⁰⁰
TOTAL	1903. ¹⁷

REPAIR OF ROADWAY, DRIVES AND PARKING AREAS

ITEMS	UNIT BID
SELECT GRANULAR FILL, PER C.Y.	40. ⁰⁰
ASPHALT FOR PAVING REPAIR, PER TON	550. ⁰⁰
CONCRETE REPAIR, 6" THICK, PER S. Y.	190. ⁰⁰
CLAY GRAVEL, PER C. Y.	40. ⁰⁰
WASHED GRAVEL, PER C. Y.	100. ⁰⁰
CRUSHED CONCRETE PER TON	80. ⁰⁰
REMOVE AND REPLACE CURB AND GUTTER LINEAR FOOT	152. ⁰⁰
REMOVE OR REPLACE 4" THICK CONCRETE DRIVES OR WALKS SQUARE YARD	200. ⁰⁰
TOPSOIL FOR YARD REPAIR CUBIC YARD	45. ⁰⁰
DOZER RENTAL INCLUDING OPERATOR, FUEL, AND MAINTENANCE, JOHN DEERE 450C OR EQUAL PER HOUR	260. ⁰⁰
SMALL VIBRATING SHEEP FOOT ROLLER PER HOUR	260. ⁰⁰
REMOVE ASPHALT AND CONCRETE PER SQUARE YARD	14. ⁰⁰
SAW CUT CONCRETE PER LINEAR FOOT	10. ⁰⁰
4 INCH WATER PUMP PER DAY	900. ⁰⁰
6 INCH WATER PUMP PER DAY	1200. ⁰⁰
SKID STEER WITH HYDRAULIC BREAKER PER HOUR	260. ⁰⁰
SPECIAL FITTINGS AND SUBMERSIBLE OR TURBINE PUMPS INVOICE COST PLUS PERCENT FOR HANDLING	cost plus 20%
8 INCH WATER PUMP PER DAY	1500. ⁰⁰
10 INCH WATER PUMP PER DAY	2,000. ⁰⁰
12 INCH WATER PUMP PER DAY	2,500. ⁰⁰
MISCELLANEOUS CONCRETE PER C.Y.	1,950. ⁰⁰
SAW CUT ASPHALT ALL DEPTHS PER LINEAR FOOT	10. ⁰⁰
TOTAL	12,261. ²⁰

FURNISH LABOR, EQUIPMENT, AND MATERIAL FOR INSTALLING INSERT A VALVES

ITEMS	UNIT BID PRICE
4" VALVES, PER EACH	14,000. ⁰⁰
6" VALVES, PER EACH	16,500. ⁰⁰
8" VALVES, PER EACH	19,100. ⁰⁰
10" VALVES, PER EACH	27,000. ⁰⁰
12" VALVES, PER EACH	30,300. ⁰⁰
TOTAL	106,900. ⁰⁰

FURNISH SPECIAL FITTING, INVOICE COST PLUS PERCENT FOR HANDLING

ITEMS	UNIT BID PRICE
SPECIAL FITTING, INVOICE COST PLUS PERCENT FOR HANDLING, PER CENT	Cost plus 20%
TURBINE OR CENTRIFUGAL PUMP, INVOICE COST PLUS PERCENT FOR HANDLING	Cost plus 50%

FURNISH LABOR, EQUIPMENT, AND MATERIAL FOR INSTALLING TAPPING SLEEVES AND VALVES AND CUTTING HOLE

ITEMS	UNIT BID PRICE
4" X 2" SLEEVE AND VALVE, PER EACH	2400. ⁰⁰
4" X 4" SLEEVE AND VALVE, PER EACH	5,500. ⁰⁰
6" X 2" SLEEVE AND VALVE, PER EACH	2,500. ⁰⁰
6" X 4" SLEEVE AND VALVE, PER EACH	5,600. ⁰⁰
6" X 6" SLEEVE AND VALVE, PER EACH	7,100. ⁰⁰
8" X 2" SLEEVE AND VALVE, PER EACH	2,600. ⁰⁰
8" X 4" SLEEVE AND VALVE, PER EACH	5,700. ⁰⁰
8" X 6" SLEEVE AND VALVE, PER EACH	7,100. ⁰⁰
8" X 8" SLEEVE AND VALVE, PER EACH	9,400. ⁰⁰
10" X 2" SLEEVE AND VALVE, PER EACH	2,700. ⁰⁰
10" X 4" SLEEVE AND VALVE, PER EACH	5,900. ⁰⁰
10" X 6" SLEEVE AND VALVE, PER EACH	7,300. ⁰⁰
10" X 8" SLEEVE AND VALVE, PER EACH	9,700. ⁰⁰
10" X 10" SLEEVE AND VALVE, PER EACH	14,500. ⁰⁰
12" X 2" SLEEVE AND VALVE, PER EACH	2,800. ⁰⁰
12" X 4" SLEEVE AND VALVE, PER EACH	6,300. ⁰⁰
12" X 6" SLEEVE AND VALVE, PER EACH	7,800. ⁰⁰

12" X 8" SLEEVE AND VALVE, PER EACH	10,000. ⁰⁰
12" X 10" SLEEVE AND VALVE, PER EACH	14,900. ⁰⁰
12" X 12" SLEEVE AND VALVE, PER EACH	17,600. ⁰⁰
16" X 2" SLEEVE AND VALVE, PER EACH	3,200. ⁰⁰
16" X 4" SLEEVE AND VALVE, PER EACH	7,900. ⁰⁰
16" X 6" SLEEVE AND VALVE, PER EACH	9,600. ⁰⁰
16" X 8" SLEEVE AND VALVE, PER EACH	11,800. ⁰⁰
16" X 10" SLEEVE AND VALVE, PER EACH	16,700. ⁰⁰
16" X 12" SLEEVE AND VALVE, PER EACH	19,400. ⁰⁰
16" X 16" SLEEVE AND VALVE, PER EACH	44,300. ⁰⁰
20" X 4" SLEEVE AND VALVE, PER EACH	8,600. ⁰⁰
20" X 6" SLEEVE AND VALVE, PER EACH	10,100. ⁰⁰
20" X 8" SLEEVE AND VALVE, PER EACH	13,000. ⁰⁰
20" X 10" SLEEVE AND VALVE, PER EACH	18,000. ⁰⁰
20" X 12" SLEEVE AND VALVE, PER EACH	21,100. ⁰⁰
20" X 16" SLEEVE AND VALVE, PER EACH	46,100. ⁰⁰
TOTAL	377,200. ⁰⁰

GRAND TOTAL BID PRICE	799,787. ³⁷
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DNA Underground, LLC

NAME OF COMPANY

16101 S. Swan Rd.

STREET/P.O. ADDRESS

Gulfport, MS 39503

CITY/STATE & ZIP CODE

(228) 284-5049 / (228) 284-5049

PHONE NUMBER & FAX NUMBER

8/25/22

DATE OF BID

20907-mc

CERTIFICATE OF RESPONSIBILITY NO.

Dustin Gardner / Owner

OFFICIAL'S NAME & TITLE

OFFICIAL'S SIGNATURE



DNAUNDE-01

DJACOBS

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

8/24/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Fisher Brown Bottrell Insurance, Inc. P. O. Box 1490 Jackson, MS 39215	CONTACT NAME: Denise Jacobs	
	PHONE (A/C, No, Ext): (601) 960-7445	FAX (A/C, No): (601) 208-8465
INSURED DNA Underground LLC 16101 S. Swan Road Gulfport, MS 39503	E-MAIL ADDRESS: DJacobs@fbbins.com	
	INSURER(S) AFFORDING COVERAGE	
	INSURER A: National Trust Insurance Company	NAIC # 20141
	INSURER B: FCCI Insurance Company	10178
	INSURER C: Luba Casualty Insurance Company	12472
	INSURER D: Nautilus Insurance Company	17370
INSURER E:		
INSURER F:		

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PROJECT ☐ LOC ☐ OTHER:			CPP10006689	2/18/2022	2/18/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMPI/OP AGG \$ 2,000,000
B	AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY			CA100066896	2/18/2022	2/18/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED ☒ RETENTION \$ 10,000			UMB100066897	2/18/2022	2/18/2023	EACH OCCURRENCE \$ 3,000,000 AGGREGATE \$ 3,000,000
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N Y	N/A	028000022036122	2/19/2022	2/19/2023	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Leased/Rented			CPP10006689	2/18/2022	2/18/2023	Ded: \$1,000 435,000
D	Poll/Prof			CPP203695510	2/18/2022	2/18/2023	See Below

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CANCELLATION

Evidence of Insurance

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



ADDITIONAL REMARKS SCHEDULE

Page 1 of 1

AGENCY Fisher Brown Bottrell Insurance, Inc.		NAMED INSURED DNA Underground LLC 16101 S. Swan Road Gulfport, MS 39503	
POLICY NUMBER SEE PAGE 1			
CARRIER SEE PAGE 1	NAIC CODE SEE P 1	EFFECTIVE DATE: SEE PAGE 1	

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
FORM NUMBER: ACORD 25 FORM TITLE: Certificate of Liability Insurance

Description of Operations

The general liability policy contains blanket additional insured wording on a primary & non-contributory basis when required by written contract. The automobile liability policy contains blanket additional insured wording when required by written contract. The umbrella policy includes additional insureds as provided by the underlying general liability and/or automobile liability policies when required by written contract. The General Liability, Auto Liability & Workers compensation policies include blanket waiver of subrogation when required by written contract. 30 day notice of cancel in favor of the certificate holder when required by written contract. Dustin Gartman and Kenny Stokes are excluded from Worker's Compensation coverage. All coverage is subject to policy terms, conditions and exclusions.

Pollution/Professional Coverage

Occurrence: \$1,000,000

Aggregate: 2,000,000

Deductible: \$25,000



16101 S Swan Road
Gulfport, MS 39503
Phone/Fax: (228) 284-5049
Cell: (228) 216-0863

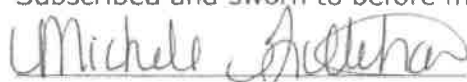
August 25, 2022

ITEM #20 FURNISH LABOR, EQUIPMENT AND MATERIAL FOR REPAIR,
REPLACEMENT OR INSTALLATION OF DUCTILE IRON OR PVC WATER
LINES AND FITTINGS FOR THE HATTIESBURG WATER DEPARTMENT

I, Dustin Gartman, hereby certify that I have read and understand the plans and contract documents for the above mentioned project and that I am the Owner of DNA Underground, LLC, and I am authorized to execute and submit proposals, bids and execute agreements on behalf of DNA Underground, LLC.

 (Signature of Affiant)

Subscribed and sworn to before me this 25 day of August, 2022.

 Notary Public

My Commission Expires: June 11, 2025



State of Mississippi

BOARD OF CONTRACTORS

ACTIVE

DNA UNDERGROUND LLC
16101 S SWAN RD
GULFPORT, MS 39503

is duly registered and entitled to perform

- 1) CULVERTS AND DRAINAGE STRUCTURES
- 2) DEMOLITION
- 3) DIRECTIONAL BORING/PIPE INSTALLATION
- 4) DREDGING
- 5) HIGHWAY, STREET AND BRIDGE CONSTRUCTION
- 6) INSTALLATION OF LININGS AND COATINGS
- 7) MARINE CONSTRUCTION
- 8) UNDERGROUND UTILITIES

We have hereunto set our hand and caused the Clerk of the Mississippi Board of Contractors to be affixed this 22 day of Dec. 2012

CERTIFICATE OF RESPONSIBILITY

No. 20907-MC

Expires Dec. 22, 2022

CHAIRMAN OF THE BOARD

Joel A. Canale





Michael Watson
SECRETARY OF STATE

Office of the Secretary of State
Jackson, Mississippi

DNA Underground LLC

Business ID: 1053261

The attached 3 pages are true and correct copies of documents filed in the Mississippi Secretary of State's Office pursuant to the Mississippi Code of 1972 Annotated.

This the 11th day of January, 2022.

Given under my hand and seal of office
the 11th day of January, 2022

A handwritten signature in dark ink, appearing to be "JL Lee", written over a faint circular stamp.

Jeffrey L. Lee, Assistant Secretary of State

Certificate Number: CN22128533

Verify this certificate online at <http://corp.sos.ms.gov/corpcnv/verifycertificate.aspx>

F0108
Fee: \$



Michael Watson
SECRETARY OF STATE

2022012607

Business ID: 1053261
Filed: 01/11/2022 03:51 PM
Michael Watson
Secretary of State

2022 LLC Annual Report

Business Information

Business ID: 1053261

Business Name: DNA Underground LLC

State of Incorporation: MS

Business Email: dnautilities@gmail.com

Phone: (***)***-****

FEIN: **-*****

Principal Address: 16101 S Swan Road, 16101 S Swan Road
Gulfport, MS 39503

Registered Agent

Name: Dustin Gartman

Address: 16101 S Swan Road
Gulfport, MS 39503

Managers and Members

Managers

Name:
Kenny Stokes
Manager

Address:
13048 Cable Bridge Road
Pass Christian, MS 39571

Members

Name:
Dustin Gartman
Member

Address:
16101 S Swan Road
Gulfport, MS 39503

Officers

Title/Name:

Address:

Director:

President:

☐

Vice President:

☐

Secretary:

☐

Treasurer:

☐

☒ This LLC has a written Operating Agreement.

NAICS Code/Nature of Business

237990 - Other Heavy and Civil Engineering Construction

237310 - Highway, Street, and Bridge Construction

237110 - Water and Sewer Line and Related Structures Construction

Signature

By entering my name in the space provided, I certify that I am authorized to file this document on behalf of this entity, have examined the document and, to the best of my knowledge and belief, it is true, correct and complete as of this day **01/11/2022**.

Name:

Address:

Dustin L Gartman

16101 S Swan Road

Other

Gulfport, MS 39503

Officers List

Name:

Kenny Stokes
Manager

Dustin Gartman
Member

Address:

13048 Cable Bridge Road
Pass Christian, MS 39571

16101 S Swan Road
Gulfport, MS 39503



Michael Watson
SECRETARY OF STATE

Office of the Secretary of State
Jackson, Mississippi

Certificate of Good Standing

I, MICHAEL WATSON, Secretary of State of the State of Mississippi, and as such, the legal custodian of the records as required by The Mississippi Limited Liability Company Act to be filed in my office do hereby certify:

DNA UNDERGROUND LLC

Registered the 9th day of October, 2014

A Mississippi Limited Liability Company has filed the necessary documents in this office and has obtained a certificate of formation under the provisions of The Mississippi Limited Liability Company Act as shown by the records in this office.

That the registered office of said Limited Liability Company is located at:

16101 S Swan Road
Gulfport, MS 39503

And that the registered agent at that address is:

Dustin Gartman

I further certify that said Limited Liability Company has paid the fees for filing the above papers required by law as shown by the records of this office, and that said Limited Liability Company is in good standing to do business in Mississippi at this time.

Given under my hand and seal of office
the 11th day of January, 2022

Certificate Number: CN22128533

Verify this certificate online at <http://corp.sos.ms.gov/corpcnv/verifycertificate.aspx>



<u>Equipment</u>	<u>Model/Make</u>	<u>Description</u>
Pickup / Service / Flatbed Trucks		
GMC Sierra Denali 2500	2017	Denali 2500
Cadillac Escalade	2021	Suburban
Bronze Duramax	2015 Chevy	2500
Chevy K3500 Crew Cab White	2015 Chevy	2500
Chevy 3500 Crew Cab White	2013	Truck
GMC 3500 HD Crew Cab White	2013	Truck
White Duramax	2010 Chevy	2500
Red Duramax	2008 Chevy	2500
Chevy Silverado 2500HD	2012 Chevy	Silverado
GMC Sierra 2500 - Silver	2014 GMC Sierra	2500
Maintenance Truck- White	2008 GMC SK3	3500HD
Chevy 2500 Service Truck	2019 Chevy C2500	2500 Service Truck
Gray Chevy Silverado 1500	2018 Chevy Silverado	Silverado 1500
White Chevy C5500	2004 Chevy C5500	C5500
Dump Trucks / Tractors		
Mack Dumptruck	1997 Mack	tri axle
Mack Dumptruck	1996 Mack	single axle
Int. Dumptruck	2002 International	single axle
Freightliner Tractor Truck	2001	F50
Mack Dump Truck	2001 Mack	Double Axle
Excavators		
130 Case Trackhoe	2013 CX130 Case	Trackhoe
Cat 305CR Excavator	2011 Cat 305 CR	Excavator
Kubota KX057 Excavator	2015 KX057 Kubota	Excavator
Kubota KX121 Mini Hoe	2013 Kubota KX121	Mini Hoe
Case CX75 Trackhoe	2012 Case CX75	Excavator
Komatsu PC200 Trackhoe	2011 Komatsu PC 200	Excavator
Komatsu PC 35 Excavator	2006 Komatsu PC35	Excavator
Komatsu PC 210-LC Excavator	2013 Komatsu PC210-LC	Excavator
Bobcat 442 Trackhoe	2008 Bobcat 442	Excavator
Kubota KX057 Excavator	2017 Kubota KX057	Excavator
Kubota KX057 Excavator	2018 Kubota KX057	Excavator
Case CX55B	2015 Case 55	Excavator
Komatsu 360 LC	Komatsu PC360LC-10	Excavator
Komatsu 360 LC	Komatsu PC360LC-10	Excavator
Komatsu PC 238 - Warranty	2021 Komatsu PC238USLC-11	Excavator
Cat Excavator	2019 CAT 313-07GC	Excavator

<u>Loaders / Dozers</u>		
Komatsu WB140-2N	2003 WB140-2N	Loader
Cat 259B3 Skidsteer	2011 259B3 cat	skidsteer
CAT IT14G Wheel Loader	2008 Cat IT14G	Wheel Loader
John Deere 3032E Tractor	2009 John Deere 3032E	Tractor
John Deere 450J Dozer	2006 John Deere 450J	Dozer
CAT 289C Skidsteer	2009 Cat 289C	Skidsteer
CAT 289D Skidsteer	2018 CAT 289D	skidsteer
CAT 289D Skidsteer	2019 CAT 289D	Skidsteer
John Deere 5075E Tractor	2019 John Deere 5075E	Tractor
Cat 259D Compact Loader	2016 Cat 259D	Loader
Skidsteer	CAT 299D3	
Skidsteer	2021Kubota SVL97-2HFC	Skidsteer
<u>Trailers</u>		
Pintal trailer	Texas Bragg	equip trailer
Gooseneck Trailer		Trailer
PJ 34' Gooseneck Trailer	2012	Trailer
High Deck Trailer Assembly (Madewell)	2016 ROLL	Trailer Rig
16' mule trailer	2016 Big Tex	mule trailer
16' Utility Trailer	2016 Topline TLU16	3500 lb axles
20' pro-pull trailer	2015 Pro-pull	14k equip trailer
16' car hauler	2014 HMDE	Hydro trailer
16' light weight tr	2009 Stre	16' trailer
Trailboss Trailer 20'	2004 Trailboss	Trailer
20' enclosed tool	Cargo King	tool trailer
24' enclosed trailer	2001 Pace	Enclosed Trailer
16' enclosed trailer	2018 Covered Wagon	Enclosed Trailer
16' enclosed trailer	2018 Covered Wagon	Enclosed Trailer
20' Big Tex Trailer	2018 Big Tex	Trailer
12' enclosed trailer (recovered)	2018 Spartan	Enclosed Trailer
16' enclosed trailer	2018 Diamond	Enclosed Trailer
16' enclosed trailer	2016 Covered Wagon	Enclosed Trailer
12' enclosed trailer	2018 covered Wagon	Enclosed Trailer
Dump Trailer	2004 Dump Trailer	Dump Trailer
18D Interstate Trailer	2001 Interstate	Trailer
Port City Dump Trailer	2019 Port City PCTT	Dump Trailer
Port City Equipment Trailer (83X20)	2021 Port City	Equipment Trailer

Misc Equipment & Attachments		
Ditch Witch FX30		Vactron
Hydro seeder	Turbo Turf	Hydro seeder
Mayco ST-45	2003 Mayco ST-45	Concrete Pump
O'Brien Hydro Jetter	2008 7040-SC	Hydro Jetter
Sullair Air Compressor	2010 Sullair 185DPQ	Air Compressor
Steel Drum Roller		Drum Roller
3" trash pump	2014 wacker neuson	pump
Honda Hydrostatic Test Pump	Model DPH-3B	pump
Hydraulic Thumb	305 Thumb	Thumb
Briggs & Stratton 2 man auger	Briggs & Stratton	auger
Spectrum 14' Aluminum Boat w trailer	Spectrum	Boat w trailer
Trailer Mounted Trash Pump (Blue)	Thompson	Trash Pump
Cart w Crowsfoot Spray Rig		Spray Rig
Cat Bush Hog	2016 Cat BR172	Bush Hog
72" Hydraulic Angle Broom		Broom
74" Root Grappler		Root Grappler Attach.
XL 70 Paint Sprayer (recovered)	Graco	Paint Sprayer
100 Gallon Fuel Tank		Fuel Tank
100 Gallon Fuel Tank		Fuel Tank
Graco XP70 Sprayer	Graco XP70/ 571304	Sprayer
Vibratory Plate with Water Tank	MULMVC88VGHW	Vib. Plate
Vibratory Plate with Water Tank	MULMVC88VGHW	Vib. Plate
8X20' Trench Box with spreader bars	GME	Trench Box
Conex Storage Container (Blue)		
(2) Salvaged steel plates		
Blow Up Plugs		
Cut off Saw		
Mud pump (3")		
Vibratory Plate compactor		
5 yard bedding box		
Decon Water Trailer 800	800	Decon Wtr. Trlr.
2004 Vac Assist Pump (Green)	T6A60	Gorman Rupp
Mulcher 180d - Milling Head	180d	
Planer		
Wacker Tamper Plate	VP150AW	Vib. Plate
Concrete grout pump	Graco ToughTek M680a	
Broom attachment	AA / BA118C (HYD)	80" Broom
6" Auxillary pump (Yellow)	2005 TPM	
6" Auxillary pump (Yellow)	2005 TPM	
10" Rotary Wellpoint Pump (Yellow)	2005 TPM	
Forklift		
4" Pump (Blue)	2005 TPM	
Piercing Tool, 3" Quarter Turn	45320	

Bends

	4" Bends
d-dmb490	4 C153 MJ 90 C/L *DOMESTIC*
ufr1500-ca-4-u	UFR1500-CA-4-U FORD 4IN 1500 RESTRAINT/USA/ACC
	6" Bends
d-dmb690	6 C153 MJ 90 C/L *DOMESTIC*
ufr1500-ca-6-u	UFR1500-CA-6-U FORD 6IN 1500 RESTRAINT/USA/ACC
	8" Bends
d-dmb890	8 C153 MJ 90 C/L *DOMESTIC*
ufr1500-ca-8-u	UFR1500-CA-8-U FORD 8IN 1500 RESTRAINT/USA/ACC
	10" Bends
d-dmb1090	10 C153 MJ 90 C/L *DOMESTIC*
fr1500-ca-10-	UFR1500-CA-10-U FORD 10IN 1500 RESTRAINT/USA/ACC
	12" Bends
d-dmb1290	12 C153 MJ 90 C/L *DOMESTIC*
fr1500-ca-12-	UFR1500-CA-12-U FORD 12IN 1500 RESTRAINT/USA/ACC
	14" Bends
d-dmb1490	14 C153 MJ 90 C/L *DOMESTIC*
fr1500-ca-14-	UFR1500-CA-14-U FORD 14IN 1500 RESTRAINT/USA/ACC
	16" Bends
d-dmb1690	16 C153 MJ 90 C/L *DOMESTIC*
fr1500-ca-16-	UFR1500-CA-16-U FORD 16IN 1500 RESTRAINT/USA/ACC
	18" Bends
d-dmb1890	18 C153 MJ 90 C/L *DOMESTIC*
fr1500-ca-18-	UFR1500-CA-18-U FORD 18IN 1500 RESTRAINT/USA/ACC
	20" Bends
d-dmb2090	20 C153 MJ 90 C/L *DOMESTIC*
fr1500-ca-20-	UFR1500-CA-20-U FORD 20IN 1500 RESTRAINT/USA/ACC

Tees

	4" Tees
d-dmt44	4 C153 MJ TEE C/L *DOMESTIC*
ufr1500-ca-4-u	UFR1500-CA-4-U FORD 4IN 1500 RESTRAINT/USA/ACC
	6" Tees
d-dmt66	6 C153 MJ TEE C/L *DOMESTIC*
ufr1500-ca-6-u	UFR1500-CA-6-U FORD 6IN 1500 RESTRAINT/USA/ACC
	8" Tees
d-dmt88	8 C153 MJ TEE C/L *DOMESTIC*
ufr1500-ca-8-u	UFR1500-CA-8-U FORD 8IN 1500 RESTRAINT/USA/ACC
	10" Tees
d-dmt1010	10 C153 MJ TEE C/L *DOMESTIC*
fr1500-ca-10-	UFR1500-CA-10-U FORD 10IN 1500 RESTRAINT/USA/ACC
	12" Tees
d-dmt1212	12 C153 MJ TEE C/L *DOMESTIC*
fr1500-ca-12-	UFR1500-CA-12-U FORD 12IN 1500 RESTRAINT/USA/ACC
	14" Tees
d-dmt1414	14 C153 MJ TEE C/L *DOMESTIC*
fr1500-ca-14-	UFR1500-CA-14-U FORD 14IN 1500 RESTRAINT/USA/ACC
	16" Tees
d-dmt1616	16 C153 MJ TEE C/L *DOMESTIC*
fr1500-ca-16-	UFR1500-CA-16-U FORD 16IN 1500 RESTRAINT/USA/ACC
	18" Tees
d-dmt1818	18 C153 MJ TEE C/L *DOMESTIC*
fr1500-ca-18-	UFR1500-CA-18-U FORD 18IN 1500 RESTRAINT/USA/ACC
	20" Tees
d-dmt2020	20 C153 MJ TEE C/L *DOMESTIC*
fr1500-ca-20-	UFR1500-CA-20-U FORD 20IN 1500 RESTRAINT/USA/ACC

Valves

	4" Valves
4mgv	4 MJ GATE VALVE C509/C515 O/L LESS ACCY
ufr1500-ca-4-u	UFR1500-CA-4-U FORD 4IN 1500 RESTRAINT/USA/ACC
	6" Valves

6mgv	6 MJ GATE VALVE C509/C515 O/L LESS ACCY
ufr1500-ca-6-u	UFR1500-CA-6-U FORD 6IN 1500 RESTRAINT/USA/ACC
8" Valves	
8mgv	8 MJ GATE VALVE C509/C515 O/L LESS ACCY
ufr1500-ca-8-u	UFR1500-CA-8-U FORD 8IN 1500 RESTRAINT/USA/ACC
10" Valves	
10mgv	10 MJ GATE VALVE C509/C515 O/L LESS ACCY
fr1500-ca-10-	UFR1500-CA-10-U FORD 10IN 1500 RESTRAINT/USA/ACC
12" Valves	
12mgv	12 MJ GATE VALVE C509/C515 O/L LESS ACCY
fr1500-ca-12-	UFR1500-CA-12-U FORD 12IN 1500 RESTRAINT/USA/ACC
14" Valves	
14mgv	14 MJ GATE VALVE C509/C515 O/L LESS ACCY
fr1500-ca-14-	UFR1500-CA-14-U FORD 14IN 1500 RESTRAINT/USA/ACC
16" Valves	
16mgvb	16 MJ GATE VALVE C509/C515 O/L W/BEVEL GEAR (horizontal)
fr1500-ca-16-	UFR1500-CA-16-U FORD 16IN 1500 RESTRAINT/USA/ACC
18" Valves	
18mgvb	18 MJ GATE VALVE C509/C515 O/L W/BEVEL GEAR (horizontal)
fr1500-ca-18-	UFR1500-CA-18-U FORD 18IN 1500 RESTRAINT/USA/ACC
20" Valves	
20mgvb	20 MJ GATE VALVE C509/C515 O/L W/BEVEL GEAR (horizontal)
fr1500-ca-20-	UFR1500-CA-20-U FORD 20IN 1500 RESTRAINT/USA/ACC
Sleeves	
6" Sleeves	
d-dml6	6 C153 MJ LONG SLEEVE *DOMESTIC*
ufr1500-ca-6-u	UFR1500-CA-6-U FORD 6IN 1500 RESTRAINT/USA/ACC
8" Sleeves	
d-dml8	8 C153 MJ LONG SLEEVE *DOMESTIC*
ufr1500-ca-8-u	UFR1500-CA-8-U FORD 8IN 1500 RESTRAINT/USA/ACC
10" Sleeves	
d-dml10	10 C153 MJ LONG SLEEVE *DOMESTIC*
fr1500-ca-10-	UFR1500-CA-10-U FORD 10IN 1500 RESTRAINT/USA/ACC
12" Sleeves	
d-dml12	12 C153 MJ LONG SLEEVE *DOMESTIC*
fr1500-ca-12-	UFR1500-CA-12-U FORD 12IN 1500 RESTRAINT/USA/ACC
16" Sleeves	
d-dml16	16 C153 MJ LONG SLEEVE *DOMESTIC*
fr1500-ca-16-	UFR1500-CA-16-U FORD 16IN 1500 RESTRAINT/USA/ACC
Fire Hydrants	
Fire Hydrants	
129540	MH 129 5-1/4 4'0" BURY 6" MJ SHOE HYDRANT L/ACCY
ufr1500-ca-6-u	UFR1500-CA-6-U FORD 6IN 1500 RESTRAINT/USA/ACC
Valve Boxes	
Valve Boxes	
e562s	EJW 562-S CI VALVE BOX (24-36) WATER *DOMESTIC*
Small Ductile Iron	
4" DI Pipe	
4t350	4 CL350 DUCTILE IRON PIPE C/L *DOMESTIC*
6" DI Pipe	
6t350	6 CL350 DUCTILE IRON PIPE C/L *DOMESTIC*
8" DI Pipe	
8t350	8 CL350 DUCTILE IRON PIPE C/L *DOMESTIC*
10" DI Pipe	
10t350	10 CL350 DUCTILE IRON PIPE C/L *DOMESTIC*
12" DI Pipe	
12t350	12 CL350 DUCTILE IRON PIPE C/L *DOMESTIC*
Large Ductile Iron	
14" DI Pipe	
14t350	14 CL350 DUCTILE IRON PIPE C/L *DOMESTIC*

	16" DI Pipe
16t350	16 CL350 DUCTILE IRON PIPE C/L *DOMESTIC*
	18" DI Pipe
18t350	18 CL350 DUCTILE IRON PIPE C/L *DOMESTIC*
	20" DI Pipe
20t350	20 CL350 DUCTILE IRON PIPE C/L *DOMESTIC*
	PVC Pipe
	4" DR-14 C900 Pipe
414	4 DR14 (305psi) C900 PVC PIPE GASKETED
	6" DR-14 C900 Pipe
614	6 DR14 (305psi) C900 PVC PIPE GASKETED
	8" DR-14 C900 Pipe
814	8 DR14 (305psi) C900 PVC PIPE GASKETED
	10" DR-14 C900 Pipe
1014	10 DR14 (305psi) C900 PVC PIPE GASKETED
	12" DR-14 C900 Pipe
1214	12 DR14 (305psi) C900 PVC PIPE GASKETED
	14" DR-18 C905 Pipe
1418	14 DR18 (235psi) C905 PVC PIPE GASKETED
	16" DR-18 C905 Pipe
1618	16 DR18 (235psi) C905 PVC PIPE GASKETED
	18" DR-18 C905 Pipe
1818	18 DR18 (235psi) C905 PVC PIPE GASKETED
	20" DR-18 C905 Pipe
2018	20 DR18 (235psi) C905 PVC PIPE GASKETED
	HDPE Pipe
	2" HDPE Pipe
211ips	2" X 40' SDR-11 IPS HDPE BLACK PIPE
	4" HDPE Pipe
411dips	4" X 40' SDR-11 DIPS HDPE BLACK PIPE
	6" HDPE Pipe
611dips	6" X 40' SDR-11 DIPS HDPE BLACK PIPE
	8" HDPE Pipe
811dips	8" X 40' SDR-11 DIPS HDPE BLACK PIPE
	10" HDPE Pipe
1011dips	10" X 40' SDR-11 DIPS HDPE BLACK PIPE
	12" HDPE Pipe
1211dips	12" X 40' SDR-11 DIPS HDPE BLACK PIPE
	14" HDPE Pipe
1411dips	14" X 40' SDR-11 DIPS HDPE BLACK PIPE
	16" HDPE Pipe
1611dips	16" X 40' SDR-11 DIPS HDPE BLACK PIPE
	1" HDPE Pipe
1cts100	1 X 100 SDR9 CTS BLUE POLY SERVICE TUBING
	Services
	1" HDPE Pipe
1cts100	1 X 100 SDR9 CTS BLUE POLY SERVICE TUBING
	1" Curb Stop
b43-444w-nl	B43-444W-NL FORD 1IN BALL VALVE CTS PJ/MTR NUT
	Corp Stop
f1100-4-nl	F1100-4-NL FORD 1IN KEYCORP/MIP/CTS PJ
	4" Saddle
202b-480-ip4	202B-480-IP4 FORD 4IN BRASS SADDLE 1IN IP
	6" Saddle
202b-690-ip4	202B-690-IP4 FORD 6IN BRASS SADDLE 1IN IP
	8" Saddle
202b-905-ip4	202B-905-IP4 FORD 8IN BRASS SADDLE 1IN IP
	10" Saddle
202b-1110-ip4	202B-1110-IP4 FORD 10IN BRASS SADDLE 1IN IP
	12" Saddle
202b-1320-ip4	202B-1320-IP4 FORD 12IN BRASS SADDLE 1IN IP

Insertion Valves	
	4" Insert A Valve
4hsiv	4" HYDRA STOP INSTA VALVE ON DI/PVC PIPE
	6" Insert A Valve
6hsiv	6" HYDRA STOP INSTA VALVE ON DI/PVC PIPE
	8" Insert A Valve
8hsiv	8" HYDRA STOP INSTA VALVE ON DI/PVC PIPE
	10" Insert A Valve
10hsiv	10" HYDRA STOP INSTA VALVE ON DI/PVC PIPE
	12" Insert A Valve
12hsiv	12" HYDRA STOP INSTA VALVE ON DI/PVC PIPE
Tapping Sleeves & Valves	
	4x2 Sleeve & Valve
202b-480-ip7	202B-480-IP7 FORD 4IN BRASS SADDLE 2IN IP
fb1100-7-nl	FB1100-7-NL FORD 2IN BALLCORP MIP/CTS PJ
	4x4 Sleeve & Valve
fast-480-4	FAST-480-4 FORD 4IN TAPPING SLEEVE/4IN OUTLET
4fpsd	4 X 1/8 STAINLESS STEEL RR FF FLANGE PACK *DOMESTIC*
4mtv	4 MJ x FLG VALVE C515 O/L LESS ACCY
ufr1500-ca-4-u	UFR1500-CA-4-U FORD 4IN 1500 RESTRAINT/USA/ACC
	6x2 Sleeve & Valve
202b-690-ip7	202B-690-IP7 FORD 6IN BRASS SADDLE 2IN IP
fb1100-7-nl	FB1100-7-NL FORD 2IN BALLCORP MIP/CTS PJ
	6x4 Sleeve & Valve
fast-700-4	FAST-700-4 FORD 6IN TAPPING SLEEVE/4IN OUTLET
4fpsd	4 X 1/8 STAINLESS STEEL RR FF FLANGE PACK *DOMESTIC*
4mtv	4 MJ x FLG VALVE C515 O/L LESS ACCY
ufr1500-ca-4-u	UFR1500-CA-4-U FORD 4IN 1500 RESTRAINT/USA/ACC
	6x6 Sleeve & Valve
fast-700-6	FAST-700-6 FORD 6IN TAPPING SLEEVE/6IN OUTLET
6fpsd	6 X 1/8 STAINLESS STEEL RR FF FLANGE PACK *DOMESTIC*
6mtv	6 MJ x FLG VALVE C515 O/L LESS ACCY
ufr1500-ca-6-u	UFR1500-CA-6-U FORD 6IN 1500 RESTRAINT/USA/ACC
	8x2 Sleeve & Valve
202b-905-ip7	202B-905-IP7 FORD 8IN BRASS SADDLE 2IN IP
fb1100-7-nl	FB1100-7-NL FORD 2IN BALLCORP MIP/CTS PJ
	8x4 Sleeve & Valve
fast-905-4	FAST-905-4 FORD 8IN TAPPING SLEEVE/4IN OUTLET
4fpsd	4 X 1/8 STAINLESS STEEL RR FF FLANGE PACK *DOMESTIC*
4mtv	4 MJ x FLG VALVE C515 O/L LESS ACCY
ufr1500-ca-4-u	UFR1500-CA-4-U FORD 4IN 1500 RESTRAINT/USA/ACC
	8x6 Sleeve & Valve
fast-905-6	FAST-905-6 FORD 8IN TAPPING SLEEVE/6IN OUTLET
6fpsd	6 X 1/8 STAINLESS STEEL RR FF FLANGE PACK *DOMESTIC*
6mtv	6 MJ x FLG VALVE C515 O/L LESS ACCY
ufr1500-ca-6-u	UFR1500-CA-6-U FORD 6IN 1500 RESTRAINT/USA/ACC
	8x8 Sleeve & Valve
fast-905-8	FAST-905-8 FORD 8IN TAPPING SLEEVE/8IN OUTLET
8fpsd	8 X 1/8 STAINLESS STEEL RR FF FLANGE PACK *DOMESTIC*
8mtv	8 MJ x FLG VALVE C515 O/L LESS ACCY
ufr1500-ca-8-u	UFR1500-CA-8-U FORD 8IN 1500 RESTRAINT/USA/ACC
	10x2 Sleeve & Valve
202b-1110-ip7	202B-1110-IP7 FORD 10IN BRASS SADDLE 2IN IP
fb1100-7-nl	FB1100-7-NL FORD 2IN BALLCORP MIP/CTS PJ
	10x4 Sleeve & Valve
fast-1115-4	FAST-1115-4 FORD 10IN TAPPING SLEEVE/4IN OUTLET
4fpsd	4 X 1/8 STAINLESS STEEL RR FF FLANGE PACK *DOMESTIC*
4mtv	4 MJ x FLG VALVE C515 O/L LESS ACCY
ufr1500-ca-4-u	UFR1500-CA-4-U FORD 4IN 1500 RESTRAINT/USA/ACC
	10x6 Sleeve & Valve
fast-1115-6	FAST-1115-6 FORD 10IN TAPPING SLEEVE/6IN OUTLET

6fpsd	6 X 1/8 STAINLESS STEEL RR FF FLANGE PACK *DOMESTIC*
6mtv	6 MJ x FLG VALVE C515 O/L LESS ACCY
ufr1500-ca-6-u	UFR1500-CA-6-U FORD 6IN 1500 RESTRAINT/USA/ACC
	10x8 Sleeve & Valve
fast-1115-8	FAST-1115-8 FORD 10IN TAPPING SLEEVE/8IN OUTLET
8fpsd	8 X 1/8 STAINLESS STEEL RR FF FLANGE PACK *DOMESTIC*
8mtv	8 MJ x FLG VALVE C515 O/L LESS ACCY
ufr1500-ca-8-u	UFR1500-CA-8-U FORD 8IN 1500 RESTRAINT/USA/ACC
	10x10 Sleeve & Valve
fast-1115-10	FAST-1115-10 FORD 10IN TAPPING SLEEVE/10IN OUTLT
10fpsd	10 X 1/8 STAINLESS STEEL RR FF FLANGE PACK *DOMESTIC*
10mtv	10 MJ x FLG VALVE C515 O/L LESS ACCY
fr1500-ca-10-	UFR1500-CA-10-U FORD 10IN 1500 RESTRAINT/USA/ACC
	12x2 Sleeve & Valve
202b-1320-ip7	202B-1320-IP7 FORD 12IN BRASS SADDLE 2IN IP
fb1100-7-nl	FB1100-7-NL FORD 2IN BALLCORP MIP/CTS PJ
	12x4 Sleeve & Valve
fast-1320-4	FAST-1320-4 FORD 12IN TAPPING SLEEVE/4IN OUTLET
4fpsd	4 X 1/8 STAINLESS STEEL RR FF FLANGE PACK *DOMESTIC*
4mtv	4 MJ x FLG VALVE C515 O/L LESS ACCY
ufr1500-ca-4-u	UFR1500-CA-4-U FORD 4IN 1500 RESTRAINT/USA/ACC
	12x6 Sleeve & Valve
fast-1320-6	FAST-1320-6 FORD 12IN TAPPING SLEEVE/6IN OUTLET
6fpsd	6 X 1/8 STAINLESS STEEL RR FF FLANGE PACK *DOMESTIC*
6mtv	6 MJ x FLG VALVE C515 O/L LESS ACCY
ufr1500-ca-6-u	UFR1500-CA-6-U FORD 6IN 1500 RESTRAINT/USA/ACC
	12x8 Sleeve & Valve
fast-1320-8	FAST-1320-8 FORD 12IN TAPPING SLEEVE/8IN OUTLET
8fpsd	8 X 1/8 STAINLESS STEEL RR FF FLANGE PACK *DOMESTIC*
8mtv	8 MJ x FLG VALVE C515 O/L LESS ACCY
ufr1500-ca-8-u	UFR1500-CA-8-U FORD 8IN 1500 RESTRAINT/USA/ACC
	12x10 Sleeve & Valve
fast-1320-10	FAST-1320-10 FORD 12IN TAPPING SLEEVE/10IN OUTLT
10fpsd	10 X 1/8 STAINLESS STEEL RR FF FLANGE PACK *DOMESTIC*
10mtv	10 MJ x FLG VALVE C515 O/L LESS ACCY
fr1500-ca-10-	UFR1500-CA-10-U FORD 10IN 1500 RESTRAINT/USA/ACC
	12x12 Sleeve & Valve
fast-1320-12	FAST-1320-12 FORD 12IN TAPPING SLEEVE/12IN OUTLT
12fpsd	12 X 1/8 STAINLESS STEEL RR FF FLANGE PACK *DOMESTIC*
12mtv	12 MJ x FLG VALVE C515 O/L LESS ACCY
fr1500-ca-12-	UFR1500-CA-12-U FORD 12IN 1500 RESTRAINT/USA/ACC
	16x2 Sleeve & Valve
202b-1740-ip7	202B-1740-IP7 FORD 16IN BRASS SADDLE 2IN IP
fb1100-7-nl	FB1100-7-NL FORD 2IN BALLCORP MIP/CTS PJ
	16x4 Sleeve & Valve
fast-1780-4	FAST-1780-4 FORD 16IN TAPPING SLEEVE/4IN OUTLET
4fpsd	4 X 1/8 STAINLESS STEEL RR FF FLANGE PACK *DOMESTIC*
4mtv	4 MJ x FLG VALVE C515 O/L LESS ACCY
ufr1500-ca-4-u	UFR1500-CA-4-U FORD 4IN 1500 RESTRAINT/USA/ACC
	16x6 Sleeve & Valve
fast-1780-6	FAST-1780-6 FORD 16IN TAPPING SLEEVE/6IN OUTLET
6fpsd	6 X 1/8 STAINLESS STEEL RR FF FLANGE PACK *DOMESTIC*
6mtv	6 MJ x FLG VALVE C515 O/L LESS ACCY
ufr1500-ca-6-u	UFR1500-CA-6-U FORD 6IN 1500 RESTRAINT/USA/ACC
	16x8 Sleeve & Valve
fast-1780-8	FAST-1780-8 FORD 16IN TAPPING SLEEVE/8IN OUTLET
8fpsd	8 X 1/8 STAINLESS STEEL RR FF FLANGE PACK *DOMESTIC*
8mtv	8 MJ x FLG VALVE C515 O/L LESS ACCY
ufr1500-ca-8-u	UFR1500-CA-8-U FORD 8IN 1500 RESTRAINT/USA/ACC
	16x10 Sleeve & Valve
fast-1780-10	FAST-1780-10 FORD 16IN TAPPING SLEEVE/10IN OUTLT

10fpsd	10 X 1/8 STAINLESS STEEL RR FF FLANGE PACK *DOMESTIC*
10mtv	10 MJ x FLG VALVE C515 O/L LESS ACCY
fr1500-ca-10-	UFR1500-CA-10-U FORD 10IN 1500 RESTRAINT/USA/ACC
16x12 Sleeve & Valve	
fast-1780-12	FAST-1780-12 FORD 16IN TAPPING SLEEVE/12IN OUTLT
12fpsd	12 X 1/8 STAINLESS STEEL RR FF FLANGE PACK *DOMESTIC*
12mtv	12 MJ x FLG VALVE C515 O/L LESS ACCY
fr1500-ca-12-	UFR1500-CA-12-U FORD 12IN 1500 RESTRAINT/USA/ACC
16x16 Sleeve & Valve	
ftss-1780-16	FTSS-1780-16 FORD 16IN TAPPING SLEEVE/16IN OUTLT
16fpsd	16 X 1/8 STAINLESS STEEL RR FF FLANGE PACK *DOMESTIC*
16mtv	16 MJ x FLG VALVE C515 O/L LESS ACCY
fr1500-ca-16-	UFR1500-CA-16-U FORD 16IN 1500 RESTRAINT/USA/ACC
20x4 Sleeve & Valve	
fast-2180-4	FAST-2180-4 FORD 20IN TAPPING SLEEVE/4IN OUTLET
4fpsd	4 X 1/8 STAINLESS STEEL RR FF FLANGE PACK *DOMESTIC*
4mtv	4 MJ x FLG VALVE C515 O/L LESS ACCY
ufr1500-ca-4-u	UFR1500-CA-4-U FORD 4IN 1500 RESTRAINT/USA/ACC
20x6 Sleeve & Valve	
fast-2180-6	FAST-2180-6 FORD 20IN TAPPING SLEEVE/6IN OUTLET
6fpsd	6 X 1/8 STAINLESS STEEL RR FF FLANGE PACK *DOMESTIC*
6mtv	6 MJ x FLG VALVE C515 O/L LESS ACCY
ufr1500-ca-6-u	UFR1500-CA-6-U FORD 6IN 1500 RESTRAINT/USA/ACC
20x8 Sleeve & Valve	
fast-2180-8	FAST-2180-8 FORD 20IN TAPPING SLEEVE/8IN OUTLET
8fpsd	8 X 1/8 STAINLESS STEEL RR FF FLANGE PACK *DOMESTIC*
8mtv	8 MJ x FLG VALVE C515 O/L LESS ACCY
ufr1500-ca-8-u	UFR1500-CA-8-U FORD 8IN 1500 RESTRAINT/USA/ACC
20x10 Sleeve & Valve	
fast-2180-10	FAST-2180-10 FORD 20IN TAPPING SLEEVE/10IN OUT
10fpsd	10 X 1/8 STAINLESS STEEL RR FF FLANGE PACK *DOMESTIC*
10mtv	10 MJ x FLG VALVE C515 O/L LESS ACCY
fr1500-ca-10-	UFR1500-CA-10-U FORD 10IN 1500 RESTRAINT/USA/ACC
20x12 Sleeve & Valve	
fast-2180-12	FAST-2180-12 FORD 20IN TAPPING SLEEVE/12IN OUTLT
12fpsd	12 X 1/8 STAINLESS STEEL RR FF FLANGE PACK *DOMESTIC*
12mtv	12 MJ x FLG VALVE C515 O/L LESS ACCY
fr1500-ca-12-	UFR1500-CA-12-U FORD 12IN 1500 RESTRAINT/USA/ACC
20x16 Sleeve & Valve	
ftss-2180-16	FTSS-2180-16 FORD 20IN TAPPING SLEEVE/16IN OUTLT
16fpsd	16 X 1/8 STAINLESS STEEL RR FF FLANGE PACK *DOMESTIC*
16mtv	16 MJ x FLG VALVE C515 O/L LESS ACCY
fr1500-ca-16-	UFR1500-CA-16-U FORD 16IN 1500 RESTRAINT/USA/ACC

ITEM #26 - SANITARY SEWER LINE AND STORM SEWER REPAIR OR REPLACEMENT AND NEW
INSTALLATION AS PROVIDE HEREIN FOR THE PUBLIC SERVICES DEPARTMENT

SECTION I

PVC SOLID WALL PIPE SDR 26, RUBBER GASKET JOINTS, ASTM D 3034

PRICE PER LINEAR FEET										
ITEM	DESCRIPTION	DEPTH IN FEET								
		0/6	6/8	8/10	10/12	12/1	14/1	16/1	18/20	20/2
1	8" SEWER	51.95	56.16	61.78	64.58	65.99	68.80	75.82	91.26	101.09
2	10" SEWER	42.00	44.40	49.20	52.80	52.80	55.20	61.20	75.60	84.00
3	12" SEWER	56.16	63.18	64.58	67.39	71.60	73.01	80.03	96.88	105.30
4	15" SEWER	43.20	45.36	48.60	50.76	54.00	56.16	59.40	71.28	77.76
5	18" SEWER	91.00	96.00	101.00	106.00	111.00	116.00	121.00	126.00	131.00
TOTAL		284.31	305.10	325.16	341.53	355.39	358.20	397.45	461.02	499.15
GRAND TOTAL FOR SECTION		3,327.31								

SECTION II

CONCRETE PIPE FOR SANITARY SEWER, CLASS III, "0" RING TYPE JOINT, "0" RING TO MEET
ASTM DESIGNATION C 443. SEWER PIPE TO BE COATED INSIDE WITH TWO COMPONENT COAL TAR
EPOXY APPROVED BY CITY ENGINEER.

PRICE PER LINEAR FEET											
ITEM	DESCRIPTION	DEPTH IN FEET									
		0/6	6/8	8/10	10/12	12/1	14/1	16/1	18/20	20/2	
6	18" SEWER	54.00	55.80	57.60	59.40	63.00	64.80	68.40	72.00	88.00	
7	21" SEWER	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
8	24" SEWER	68.40	70.20	72.90	73.80	77.40	80.10	82.80	86.40	100.00	
9	30" SEWER	86.40	88.20	90.00	91.80	95.40	98.10	106.20	111.60	145.00	
10	36" SEWER	109.80	111.60	113.40	117.90	126.00	134.10	145.80	162.00	216.00	
TOTAL		318.60	325.80	333.90	342.90	361.80	377.10	403.20	432.00	549.00	
GRAND TOTAL FOR SECTION		3,444.30									

SECTION III

DUCTILE IRON SEWER PIPE WITH PUSH-ON JOINT IN ACCORDANCE WITH ANSI 21.11 (AWWA C 111).

PIPE TO BE BITUMINOUS COATED ON OUTSIDE AND PROPERLY LINE ON INSIDE WITH CONCRETE.

BITUMINOUS OF POLYETHYLENE AS ACCEPTABLE BY CITY ENGINEER. PIPE TO BE CLASS 50.

PRICE PER LINEAR FEET										
ITEM	DESCRIPTION	DEPTH IN FEET								
		0/6	6/8	8/10	10/1	12/1	14/1	16/1	18/20	20/2
11	18" SEWER PIPE	85.50	87.30	90.00	91.80	94.50	96.30	99.90	102.60	107.10
12	21" (20) SEWER	85.50	87.30	90.00	91.80	94.50	96.30	99.90	102.60	107.10
13	24" SEWER PIPE	101.70	102.60	107.10	108.00	111.60	113.40	117.90	119.70	127.80
14	27" SEWER PIPE	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
15	30" SEWER PIPE	137.70	138.60	143.10	146.70	152.10	162.00	171.00	187.20	203.40
16	36" SEWER PIPE	174.60	178.20	186.30	194.40	202.50	218.70	226.80	251.10	267.30
TOTAL		585.00	594.00	616.50	632.70	655.20	686.70	715.50	722.70	812.70
GRAND TOTAL FOR SECTION		6,021.00								

SECTION IV

DUCTILE IRON SEWER PIPE WITH PUSH-ON JOINT IN ACCORDANCE WITH ANSI 21.11 (AWWA C 111).
PIPE TO BE BITUMINOUS COATED ON OUTSIDE AND PROPERLY LINE ON INSIDE WITH CONCRETE,
BITUMINOUS OF POLYETHYLENE AS ACCEPTABLE BY CITY ENGINEER. PIPE TO BE CLASS 51.

PRICE PER LINEAR FEET										
ITEM NO	DESCRIPTION	DEPTH IN FEET								
		0/6	6/8	8/10	10/1	12/14	14/1	16/1	18/20	20/2
17	18" SEWER PIPE	116.28	118.56	121.98	123.12	127.68	129.96	134.52	137.94	143.64
18	21" (20) SEWER	118.56	120.84	123.12	125.40	129.96	132.24	136.80	140.22	147.06
19	24" SEWER PIPE	140.22	141.36	142.50	147.06	150.48	153.90	158.46	161.88	172.14
20	27" SEWER PIPE	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
21	30" SEWER PIPE	190.38	191.52	196.08	201.78	207.48	221.16	237.12	251.94	272.40
22	36" SEWER PIPE	235.98	245.10	250.80	262.20	332.88	291.84	313.50	332.88	354.54
TOTAL		801.42	817.38	834.48	859.56	948.48	929.10	978.42	1024.86	1089.78
GRAND TOTAL FOR SECTION		8,283.48								

SECTION V

PRECAST REINFORCED CONCRETE MANHOLES, INCLUDING CONE SECTIONS, RISER, PRECAST BOTTOM,
COATED CORROSION RESISTANT STEPS, MANHOLE FRAME & COVER AS MANUFACTURED BY DEWS
FOUNDRY, MODEL DF-25 U.S. 400 POUNDS, MARKED "SEWER", OR EQUAL. MANHOLES TO BE COATED
INSIDE WITH TWO COMPONENT COAL TAX EPOXY. PRICE TO INCLUDE COMPLETE MANHOLE FOR DEPTH
SHOWN.

PRICE PER LINEAR FEET										
ITEM	DESCRIPTION	DEPTH IN FEET								
		0/6	6/8	8/10	10/1	12/14	14/1	16/1	18/20	20/2
23	48" DIAMETER	822.70	680.20	621.30	575.70	562.40	509.20	589.00	611.80	311.80
24	60" DIAMETER	988.00	824.60	741.00	646.00	589.00	684.00	684.00	684.00	684.00
25	72" DIAMETER	1295.80	1073.50	1073.50	1073.50	1073.50	1073.50	1073.50	1073.50	1073.50
TOTAL		3106.50	2578.30	2435.80	2295.20	2224.90	2266.70	2346.50	2369.30	2369.30
GRAND TOTAL FOR SECTION		22,092.50								

SECTION VI

WYES OR TEES

WYES SHALL BE OF STANDARD MANUFACTURED AND SHALL BE THE SAME TYPE AND STRENGTH
CLASSIFICATION OF PIPE WITH WHICH THEY ARE TO BE USED. SHALL INCLUDE 1/8 BEND.

PRICE QUOTED EACH					
ITEM	SIZE	MATERIAL			
		PVC	CONCRETE	DUCTILE CL50	DUCTILE CL51
26	8 X 6	200.00	N/A	N/A	N/A
27	10 X 6	300.00	N/A	N/A	N/A
28	12 X 6	400.00	N/A	N/A	N/A
29	15 X 6	612.00	N/A	N/A	N/A
30	18 X 6	1650.00	1500.00	1500.00	1500.00
31	21 X 6	N/A	2500.00	2500.00	2500.00
32	24 X 6	N/A	3500.00	3500.00	3500.00

33	27 X 6	N/A	3600.00	3600.00	3600.00
34	30 X 6	N/A	5800.00	5800.00	5800.00
35	36 X 6	N/A	7000.00	7000.00	7000.00
TOTAL		3,162.00	23,900.00	23,900.00	23,900.00

SECTION VII

FLEXIBLE MANHOLE CONNECTION

FLEXIBLE MANHOLE CONNECTION SHALL BE KOR-N-SEAL AS MANUFACTURED BY NPC SYSTEMS, INC., PRESS-SEAL PSX AS MANUFACTURED BY PROFESSIONAL GASKET CORPORATION, OR APPROVED EQUAL AND SHALL MEET ASTM DESIGNATION C-923.

PRICE QUOTED EACH		
ITEM NO	DESCRIPTION	UNIT PRICE
36	8" FLEXIBLE CONNECTION	160.00
37	10" FLEXIBLE CONNECTION	160.00
38	12" FLEXIBLE CONNECTION	175.00
39	15" FLEXIBLE CONNECTION	180.00
40	18" FLEXIBLE CONNECTION	200.00
41	21" FLEXIBLE CONNECTION	225.00
42	24" FLEXIBLE CONNECTION	250.00
43	27" FLEXIBLE CONNECTION	N/A
44	30" FLEXIBLE CONNECTION	275.00
45	36" FLEXIBLE CONNECTION	1000.00
TOTAL		2,625.00

SECTION VIII

COMMON ITEMS

ITEM	DESCRIPTION	UNIT	PRICE
46	6" SEWER SERVICE INCLUDING BENDS	LF	90.00
47	INSTALL CLEAN-OUT, COMPLETE AND CONNECT EXISTING CUSTOMER SERVICE	EACH	400.00
48	CONNECT NEW LINE INTO EXISTING MANHOLE	EACH	500.00
49	RECONSTRUCT INVERT IN EXISTING MANHOLE	EACH	500.00
50	DROP CONNECTION TO MANHOLE	PER FT OF	80.00
51	WELL POINTING IF NEEDED AND DIRECTED BY CITY ENGINEER	LF	30.00
52	WASH GRAVEL FOR PIPE BEDDING	CUBIC YARD	75.00
53	SELECT BACKFILL, NON-PLASTIC MATERIAL	CUBIC YARD	20.00
54	SELECT BACKFILL FURNISHED BY CITY AT JAMES ST. AND HAULED BY CONTRACTOR TO JOB SITE	CUBIC YARD	N/A
55	CLAY GRAVEL FOR ROAD REPAIR	CUBIC YARD	N/A
56	CLAY GRAVEL FURNISHED BY CITY AT JAMES ST. AND HAULED BY CONTRACTOR TO JOB SITE	CUBIC YARD	N/A
57	REMOVE AND REPLACE CURB AND GUTTER	LF	75.00
58	REMOVE AND REPLACE 4" THICK CONCRETE DRIVES OR WALKS	SY	95.00
59	REMOVE AND REPLACE 6" THICK CONCRETE DRIVES OR WALKS	SY	128.00

60	HOT MIX ASPHALT FOR ROAD REPAIRS	TON	200.00
61	MILLED ASPHALT FOR TEMPORARY ROAD REPAIRS	TON	N/A
62	TOPSOIL FOR YARD REPAIR	CUBIC YARD	25.00
63	BY PASS PUMPING	LF	40.00
64	CLEARING & GRUBBING	PER ACRE	1110.00
65	DOZER RENTAL INCLUDING OPERATOR, FUEL, AND MAINTENANCE, CAT D-5 OR EQUAL	PER HOUR	60.00
66	DOZER RENTAL INCLUDING OPERATOR, FUEL, AND MAINTENANCE, JOHN DEERE 450C OR EQUAL	PER HOUR	60.00
67	VACUUM TRUCK RENTAL WITH OPERATOR PER 8 HOUR DAY	PER HOUR	95.00
68	ASPHALT OVERLAY OF STREET WHERE SEWER LINE REPLACED	PRICE PER TON	210.00
69	CRAWLER TRACK HOE RENTAL INCLUDING OPERATOR, FUEL AND MAINTENANCE	PER HOUR	132.00
70	VIBRATING SHEEP FOOT ROLLER	PER HOUR	35.00
70A	SMALL VIBRATING SHEEP FOOT ROLLER	PER HOUR	55.00
71	12-14 C.Y. TANDEM DUMP TRUCK	PER HOUR	90.00
72	RUBBER TIRED BACKHOE 555E OR EQUAL	PER HOUR	40.00
73	TRUCK WITH DUMP TRAILER 22 TO 24 C.Y.	PER HOUR	120.00
74	REMOVE ASPHALT & CONCRETE	PER SQUARE YD	20.00
75	SAW CUT CONCRETE	PER LF	16.00
76	CRUSHED CONCRETE	PER TON	75.00
76A	3 INCH WATER PUMP	PER DAY	100.00
76B	4 INCH WATER PUMP	PER DAY	100.00
76C	6 INCH WATER PUMP	PER DAY	400.00
76D	SERVICE TRUCK WITH TWO MEN	PER HOUR	125.00
76E	MINI TRACK EXCAVATOR	PER HOUR	90.00
76F	RIP RAP 100# PLUS	PER TON	110.00
76G	STEEL BENTS WITH 2 8" X 8" BEAMS, 20' LONG	EACH	500.00
76H	ADDITIONAL COST FOR STEEL BENT OVER 20'	LF	50.00
76I	SKID STEER WITH HYDRAULIC BREAKER	PER HOUR	99.00
76J	JET TRUCK FOR LINE CLEANING	PER HOUR	50.00
76K	RUBBER TRACK OFF RAD DUMP, MINIMUM 5 CYLINDER	PER HOUR	45.00
76L	GRINDER STATION WITH DUAL PUMPS, 60" WET WELL, MAXIMUM 12 FEET DEPTH, MAXIMUM 3 HP PUMPS	EACH	5000.00
76M	SPECIAL FITTINGS AND SUBMERSIBLE PUMPS, INVOICE COST PLUS PERCENT FOR HANDLING	PERCENT	20%
76N	8 INCH WATER PUMP	PER DAY	600.00
76O	10 INCH WATER PUMP	PER DAY	700.00
76P	12 INCH WATER PUMP	PER DAY	800.00
76Q	MISCELLANEOUS CONCRETE	PER CUBIC YARD	250.00

76R	DRY PIT AND WET PIT SUBMERSIBLE OR CENTRIFUGAL PUMPS, INVOICE COST PLUS PERCENT FOR HANDLING	PER CENT	20%
76S	SAW CUT ASPHALT ALL DEPTHS	PER LF	16.00
TOTAL			13,411.00

SECTION IX

INSTALLATION OF STORM DRAIN OF VARIOUS SIZES AND NECESSARY APPURTENANCES. CONTRACTOR TO FURNISH ALL LABOR AND EQUIPMENT AND CITY OF HATTIESBURG TO PROVIDE ALL MATERIAL INCLUDING PIPE JOINT MATERIALS, INLETS, GRATES, BRICK, BLOCK, CEMENT, SAND AND OTHER ITEMS OF MATERIAL AS NEEDED.

ITEM	DESCRIPTION	DEPTH IN FEET				
		0/4	4/6	6/8	8/10	10/12
77	12" OR ARCH EQUIVALENT	33.25	33.25	36.81	39.19	45.13
78	15" OR ARCH EQUIVALENT	34.44	34.44	40.38	40.38	46.31
79	18" OR ARCH EQUIVALENT	40.38	40.38	43.94	46.31	52.25
80	21" OR ARCH EQUIVALENT	38.00	38.00	41.56	43.94	49.88
81	24" OR ARCH EQUIVALENT	47.03	47.03	50.95	53.56	60.09
82	27" OR ARCH EQUIVALENT	29.45	29.45	32.30	32.30	38.95
83	30" OR ARCH EQUIVALENT	42.75	42.75	45.13	49.88	57.00
84	36" OR ARCH EQUIVALENT	42.75	42.75	44.89	44.89	56.65
85	42" OR ARCH EQUIVALENT	47.50	47.50	49.88	54.63	64.13
86	48" OR ARCH EQUIVALENT	49.88	49.88	52.25	57.00	66.50
87	54" OR ARCH EQUIVALENT	57.00	57.00	59.38	65.31	72.44
88	60" OR ARCH EQUIVALENT	56.65	56.65	59.85	66.26	74.81
89	72" OR ARCH EQUIVALENT	66.26	66.26	72.68	84.44	96.19
TOTAL		585.34	585.34	629.92	678.09	780.33
GRAND TOTAL FOR SECTION		3,259.02				

90	INLET OR JUNCTION BOX PER FOOT OF DEPTH	UNIT	PRICE
a	12", 15" & 18" PIPE SIZES	PER FOOT OF	456.00
b	21", 24" & 27" PIPE SIZES	PER FOOT OF	551.00
c	30" & 36" PIPE SIZES	PER FOOT OF	631.00
d	42" & 48" PIPE SIZES	PER FOOT OF	693.00
e	54" & 60" PIPE SIZES	PER FOOT OF	836.00
f	72" PIPE SIZE	PER FOOT OF	1200.00
TOTAL			4,367.00

91	LABOR ONLY FOR POURING CONCRETE BOTTOM	UNIT	PRICE
a	12" THRU 24" PIPE	LUMP SUM	256.50
b	27" THRU 42" PIPE	LUMP SUM	290.70
c	48" THRU 72" PIPE	LUMP SUM	384.75
TOTAL			931.95

92	FURNISHING LABOR, EQUIPMENT AND MATERIAL	UNIT	PRICE
a	2" STEEL CASING	PER LINEAR FOOT	30.00
b	4" STEEL CASING	PER LINEAR FOOT	42.00
c	6" STEEL CASING	PER LINEAR FOOT	51.00
d	8" STEEL CASING	PER LINEAR FOOT	65.00
e	10" STEEL CASING	PER LINEAR FOOT	100.00
f	12" STEEL CASING	PER LINEAR FOOT	115.00
g	14" STEEL CASING	PER LINEAR FOOT	179.00
h	16" STEEL CASING	PER LINEAR FOOT	218.00
i	18" STEEL CASING	PER LINEAR FOOT	243.00
j	20" STEEL CASING	PER LINEAR FOOT	272.00
k	24" STEEL CASING	PER LINEAR FOOT	335.00
l	30" STEEL CASING	PER LINEAR FOOT	439.00
m	36" STEEL CASING	PER LINEAR FOOT	502.00
TOTAL			2,591.00

SECTION X

MOBILIZATION CHARGE

ITEM	PROJECT SIZE	UNIT	PRICE
93	LESS THAN \$10,000	LUMP SUM	800.00
94	\$10,001 TO \$20,000	LUMP SUM	800.00
95	\$20,001 TO \$30,000	LUMP SUM	400.00
96	\$30,001 AND ABOVE	LUMP SUM	400.00
TOTAL			2,400.00
THE CITY MAY ADD ADDITIONAL WORK IF THE CONTRACTOR HAS NOT COMPLETED AN EXISTING WORK ORDER BY ISSUING ADDITIONAL PURCHASE ORDERS.			

SECTION XI

INSTALLATION ON PRECAST BOX CULVERTS FURNISHED BY THE CITY

ITEM NO	DESCRIPTION	PRICE PER FOOT
97	4 X 2	58.14
98	4 X 4	71.82
99	6 X 4	89.78
100	8 X 4	123.98
101	10 X 4	145.35
102	6 X 5	92.34
103	8 X 5	153.90
104	10 X 5	166.73
105	6 X 6	128.25
106	8 X 6	179.55
107	10 X 6	205.20
108	8 X 8	222.30
109	10 X 8	247.95
TOTAL		1,885.29

SECTION XII

INSTALLING SEWER LINE BY DIRECTIONAL BORING

ITEM NO	DESCRIPTION	PRICE PER FOOT
110	6" HDPE PIPE SDR 11	49.50
111	8" HDPE PIPE SDR 11	82.50
112	10" HDPE PIPE SDR 11	90.75
113	12" HDPE PIPE SDR 11	130.63
114	15" HDPE PIPE SDR 11	171.88
	TOTAL	525.26

RJM McQueen Contracting, Inc.
NAME OF COMPANY

80 Ramsey McQueen Road
STREET/P.O. ADDRESS

Collins, MS 39428
CITY/STATE & ZIP CODE

601-765-6561 & 601-765-6562
PHONE NUMBER & FAX NUMBER

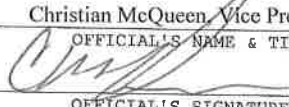
August 25, 2022

DATE OF BID

03-275MC

CERTIFICATE OF RESPONSIBILITY NO.

Christian McQueen, Vice President
OFFICIAL'S NAME & TITLE


OFFICIAL'S SIGNATURE



Memorandum

To: Mayor Toby Barker and Members of City Council
From: Chris McGee, Director of Parks and Recreation
cc:
Date: Tuesday, September 20, 2022
Re: Approve the sale of grave spaces, per attached Memo's, Receipts and Deeds.
File Number: 2022-681
Minute Book #

Summary

Approve the sale of grave spaces, per attached Memo's, Receipts and Deeds.

Recommendation Statement

I am recommending approval of the sale of grave spaces.

Please place this on the September 20, 2022 City Council meeting for consideration.

To: CITY COUNCIL

From: Deborah Bourne, Division Manager of Cemeteries

Date: September 1, 2022

Alexandria Melissa Redeemer

(1) Space \$ 175.00

North Half (N ½) of the Northwest Quarter (NW ¼)

Lot 2, Section 39, Highland Cemetery

Thomas M. Or Betty J. Childress

(2) Spaces \$ 350.00

Northwest Quarter (NW ¼)

Lot 5, Section 39, Highland Cemetery

Thomas M. Or Betty J. Childress

(1) Space \$ 175.00

North Half (N ½) of the Southwest Quarter (SW ¼)

Lot 5, Section 39, Highland Cemetery

Daniel Tyler & Derrith Childress Ellis

(1) Space \$ 175.00

South Half (S ½) of the Southwest Quarter (SW ¼)

Lot 5, Section 39, Highland Cemetery

Daniel Tyler & Derrith Childress Ellis

(1) Space \$ 175.00

North Half (N ½) of the Northwest Quarter (NW ¼)

Lot 26, Section 39, Highland Cemetery

Daniel Tyler & Derrith Childress Ellis

(4) Spaces \$ 700.00

West Half (W ½)

Lot 16, Section 39, Highland Cemetery

To: CITY COUNCIL

From: Deborah Bourne, Division Manager of Cemeteries

Date: September 7, 2022

Rose M. Jordan

(1) Space \$ 175.00

South Half (S ½) of the Southwest Quarter (SW ¼)

Lot 6, Section 39, Highland Cemetery

Darren Roberts

(1) Space \$ 175.00

North Half (N ½) of the Northeast Quarter (NE ¼)

Lot 40, Section 36, Highland Cemetery

Audrianna Ware

(1) Space \$ 175.00

North Half (N ½) of the Northeast Quarter (NE ¼)

Lot 113, Section 39, Highland Cemetery

Johnny or Lisa S. Pittman

(2) Spaces \$ 350.00

Northwest Quarter (NW ¼)

Lot 118, Section 39, Highland Cemetery

Julia A. Galespie

(1) Space \$ 150.00

West Half (W ½) of the Southeast Quarter (SE ¼)

Lot 124, Section 1, South Hill Cemetery

John Kirby

(2) Spaces \$ 350.00

Northwest Quarter (NW ¼)

Lot 124, Section 39, Highland Cemetery

Julia A. Galespie

(1) Space \$ 150.00

East Half (E ½) of the Southwest Quarter (SW ¼)

Lot 124, Section 1, South Hill Cemetery

**CITY OF HATTIESBURG
PURCHASE OF CEMETERY GRAVE SPACES**

Hattiesburg, Miss., 08/30/ 20 22

SOLD TO:

Mr.. Mrs. Miss Alexandria melissa Redeemer

ADDRESS 3500 Hardy street, Apt - 6, Hattiesburg, ms 39402

desires to purchase the grave space described below, subject to Cemetery regulations.

N $\frac{1}{2}$ NW $\frac{1}{4}$ Lot No. 2 Section No. 39 in Highland Cemetery

Number of grave spaces 1 Price per grave space \$ 175.⁰⁰

Price Received \$ 175.⁰⁰

CITY OF HATTIESBURG, MISSISSIPPI

By Deborah Burne
Supt. of City Cemeteries

Ck # 7441 (Pine Haven)

**CITY OF HATTIESBURG
PURCHASE OF CEMETERY GRAVE SPACES**

Hattiesburg, Miss., 08/31/ 20 22

SOLD TO:

Mr.. Mrs. Miss Thomas M. OR Betty J. Childress

ADDRESS 1879 Hwy 13 S., Columbia, ms 39429

desires to purchase the grave space described below, subject to Cemetery regulations.

— $\frac{1}{2}$ NW $\frac{1}{4}$ Lot No. 5 Section No. 39 in Highland Cemetery

Number of grave spaces 2 Price per grave space \$ 175.⁰⁰

Price Received \$ 350.⁰⁰

CITY OF HATTIESBURG, MISSISSIPPI

By Deborah Burne
Supt. of City Cemeteries

Ck # 9369

**CITY OF HATTIESBURG
PURCHASE OF CEMETERY GRAVE SPACES**

Hattiesburg, Miss., 08/31/ 20 22

SOLD TO:

Mr.. Mrs. Miss Thomas M. OR Betty J. Childress

ADDRESS 1879 Hwy 13 S., Columbia, ms 39429

desires to purchase the grave space described below, subject to Cemetery regulations.

N $\frac{1}{2}$ SW $\frac{1}{4}$ Lot No. 5 Section No. 39 in Highland Cemetery

Number of grave spaces 1 Price per grave space \$ 175.⁰⁰

Price Received \$ 175.⁰⁰

CITY OF HATTIESBURG, MISSISSIPPI

By Deborah Burne

nl. 4

**CITY OF HATTIESBURG
PURCHASE OF CEMETERY GRAVE SPACES**

Hattiesburg, Miss., 08-31- 2022

SOLD TO:

Mr., Mrs. Miss Daniel Tyler & Derrith Childress Ellis

ADDRESS 147 Briarwood Loop Petal, Ms 39465

desires to purchase the grave space described below, subject to Cemetery regulations.

S $\frac{1}{2}$ SW $\frac{1}{4}$ Lot No. 5 Section No. 39 in Highland Cemetery

Number of grave spaces 1 Price per grave space \$ 175.00

Price Received \$ 175.00

CITY OF HATTIESBURG, MISSISSIPPI

By [Signature]
Supt. of City Cemeteries

CK# 57429

**CITY OF HATTIESBURG
PURCHASE OF CEMETERY GRAVE SPACES**

Hattiesburg, Miss., 08-31- 2022

SOLD TO:

Mr., Mrs. Miss Daniel Tyler & Derrith Childress Ellis

ADDRESS 147 Briarwood Loop Petal, Ms 39465

desires to purchase the grave space described below, subject to Cemetery regulations.

W $\frac{1}{2}$ Lot No. 16 Section No. 39 in Highland Cemetery

Number of grave spaces 4 Price per grave space \$ 175.00

Price Received \$ 700.00

CITY OF HATTIESBURG, MISSISSIPPI

By [Signature]
Supt. of City Cemeteries

CK# 57429

**CITY OF HATTIESBURG
PURCHASE OF CEMETERY GRAVE SPACES**

Hattiesburg, Miss., 08-31- 2022

SOLD TO:

Mr., Mrs. Miss Daniel Tyler & Derrith Childress Ellis

ADDRESS 147 Briarwood Loop Petal, MS 39465

desires to purchase the grave space described below, subject to Cemetery regulations.

N $\frac{1}{2}$ NW $\frac{1}{4}$ Lot No. 26 Section No. 39 in Highland Cemetery

Number of grave spaces 1 Price per grave space \$ 175.00

Price Received \$ 175.00

CITY OF HATTIESBURG, MISSISSIPPI

By [Signature]

**CITY OF HATTIESBURG
PURCHASE OF CEMETERY GRAVE SPACES**

Hattiesburg, Miss., 09-01- 2022

SOLD TO:

Mr.. Mrs. Miss Audrianna Ware

ADDRESS 4124 West 4th St #11605 Hattiesburg, MS 39401

desires to purchase the grave space described below, subject to Cemetery regulations.

N $\frac{1}{2}$ NE $\frac{1}{4}$ Lot No. 113 Section No. 39 in Highland Cemetery

Number of grave spaces 1 Price per grave space \$ 175.00

Price Received \$ 175.00

card

CITY OF HATTIESBURG, MISSISSIPPI

By [Signature]
Supt. of City Cemeteries

**CITY OF HATTIESBURG
PURCHASE OF CEMETERY GRAVE SPACES**

Hattiesburg, Miss., 09-02- 2022

SOLD TO:

Mr.. Mrs. Miss Rose M. Jordan

ADDRESS P.O. Box 265 Hattiesburg, MS 39401

desires to purchase the grave space described below, subject to Cemetery regulations.

S $\frac{1}{2}$ SW $\frac{1}{4}$ Lot No. 6 Section No. 39 in Highland Cemetery

Number of grave spaces 1 Price per grave space \$ 175.00

Price Received \$ 175.00

cash

CITY OF HATTIESBURG, MISSISSIPPI

By [Signature]
Supt. of City Cemeteries

**CITY OF HATTIESBURG
PURCHASE OF CEMETERY GRAVE SPACES**

Hattiesburg, Miss., 09-06- 2022

SOLD TO:

Mr.. Mrs. Miss Darren Roberts

ADDRESS 203 North 20th Hattiesburg, MS 39401

desires to purchase the grave space described below, subject to Cemetery regulations.

N $\frac{1}{2}$ NE $\frac{1}{4}$ Lot No. 40 Section No. 36 in Highland Cemetery

Number of grave spaces 1 Price per grave space \$ 175.00

Price Received \$ 175.00

cash

CITY OF HATTIESBURG, MISSISSIPPI

By [Signature]

CITY OF HATTIESBURG
PURCHASE OF CEMETERY GRAVE SPACES

Hattiesburg, Miss., 09-08- 2022

SOLD TO:

Mr. Mrs. Miss

Julia A. Galespie

ADDRESS

530 Gasaway Loop Hattiesburg, MS 39401

desires to purchase the grave space described below, subject to Cemetery regulations.

W 1/2 SE 1/4 Lot No. 124 Section No. 1 in South Hill Cemetery

Number of grave spaces 1

Price per grave space \$ 150.⁰⁰

Price Received \$ 150.⁰⁰

CITY OF HATTIESBURG, MISSISSIPPI

By [Signature]

Supt. of City Cemeteries

cod

CITY OF HATTIESBURG
PURCHASE OF CEMETERY GRAVE SPACES

Hattiesburg, Miss., 09-08- 2022

SOLD TO:

Mr. Mrs. Miss

Julia A. Galespie

ADDRESS

530 Gasaway Loop Hattiesburg, MS 39401

desires to purchase the grave space described below, subject to Cemetery regulations.

E 1/2 SW 1/4 Lot No. 124 Section No. 1 in South Hill Cemetery

Number of grave spaces 1

Price per grave space \$ 150.⁰⁰

Price Received \$ 150.⁰⁰

CITY OF HATTIESBURG, MISSISSIPPI

By [Signature]

Supt. of City Cemeteries

cod

CITY OF HATTIESBURG
PURCHASE OF CEMETERY GRAVE SPACES

Hattiesburg, Miss., 09-08-2022

SOLD TO:

Mr. Mrs. Miss Johnny or Lisa S Pittman

ADDRESS 39 Suncrest Circle Hattiesburg, MS 39402

desires to purchase the grave space described below, subject to Cemetery regulations.

1/2 NW 118 Lot No. 39 Section No. 39 in Highland Cemetery

Number of grave spaces 2 Price per grave space \$ 175.00

Price Received \$ 350.00

CITY OF HATTIESBURG, MISSISSIPPI

By [Signature]
Supt. of City Cemeteries

Card

CITY OF HATTIESBURG
PURCHASE OF CEMETERY GRAVE SPACES

Hattiesburg, Miss., 09-08-2022

SOLD TO:

Mr. Mrs. Miss John Kirby

ADDRESS 94 Griffith Rd. Hattiesburg, MS 39402

desires to purchase the grave space described below, subject to Cemetery regulations.

1/2 NW 124 Lot No. 39 Section No. 39 in Highland Cemetery

Number of grave spaces 2 Price per grave space \$ 175.00

Price Received \$ 350.00

CITY OF HATTIESBURG, MISSISSIPPI

By [Signature]
Supt. of City Cemeteries

STATE OF MISSISSIPPI
COUNTY OF FORREST/LAMAR
CITY OF HATTIESBURG
HATTIESBURG, MS

**DEED TO CEMETERY LOT
HIGHLAND CEMETERY**

For and in consideration of the sum of ONE HUNDRED SEVENTY-FIVE AND NO/100 Dollars (\$175.00), cash in hand paid to the City of Hattiesburg, Mississippi, the City of Hattiesburg, Mississippi acting by and through its duly authorized Mayor and City Clerk does hereby bargain, sell and convey unto Alexandria Melissa Redeemer, subject to the reservations and restrictions hereinafter set out and subject to rules and regulations now or hereafter adopted, the following described grave spaces:

North Half (N½) of the Northwest Quarter (NW¼)

Lot 2 Section 39

according to the Cemetery Survey of the City of Hattiesburg, Mississippi known as Highland Cemetery, and containing

One (1) Grave space (s).

SAID Lot shall be used for burial purposes only and all graves therein must be checked and laid out by the Cemetery sexton before the same is dug and must be at least 4 feet deep and shall be, when completed, level with the ground. No shrubbery, vines or trees shall be planted in the Cemetery Lot and there shall be nothing left above the ground except markers which may be erected to meet all City regulations and requirements. All burials in the grave space(s) herein conveyed shall comply with applicable State and Federal laws governing human burial and with City rules and regulations pertaining thereto. If boxes or vaults are used they shall be at least 10 inches below the ground level.

GRANTEE herein shall not sell or convey this lot without a written permit from the Mayor and Council of the City of Hattiesburg, Mississippi.

WITNESS the signature and seal of the City of Hattiesburg, Mississippi, a Municipal Corporation, acting, by and through its duly authorized Mayor and City Clerk, on this, the 20th day of September, 2022.

ATTEST:

CITY OF HATTIESBURG, MISSISSIPPI

CITY CLERK

MAYOR

(S E A L)

STATE OF MISSISSIPPI
COUNTY OF FORREST/LAMAR

Personally, appeared before me, the undersigned authority in and for said County and State, Toby Barker and Kermas Eaton, Mayor and City Clerk, respectively, of the City of Hattiesburg, Mississippi, a municipal corporation, each of whom acknowledged before me that they signed, executed and delivered the above and foregoing Cemetery Deed on the day and year therein mentioned as the act and deed of the City of Hattiesburg after having first been authorized so to do.

Given under my hand and official seal of office on this, the 20th day of September, 2022.

My Commission Expires:

NOTARY PUBLIC

STATE OF MISSISSIPPI
COUNTY OF FORREST/LAMAR
CITY OF HATTIESBURG
HATTIESBURG, MS

**DEED TO CEMETERY LOT
HIGHLAND CEMETERY**

For and in consideration of the sum of THREE HUNDRED FIFTY AND NO/100 Dollars (\$350.00), cash in hand paid to the City of Hattiesburg, Mississippi, the City of Hattiesburg, Mississippi acting by and through its duly authorized Mayor and City Clerk does hereby bargain, sell and convey unto, Thomas M. Or Betty J. Childress, subject to the reservations and restrictions hereinafter set out and subject to rules and regulations now or hereafter adopted, the following described grave spaces:

Northwest Quarter (NW¼)

Lot Number 5 Section Number 39

according to the Cemetery Survey of the City of Hattiesburg, Mississippi known as Highland Cemetery, and containing

Two Grave space (s).

SAID Lot shall be used for burial purposes only and all graves therein must be checked and laid out by the Cemetery sexton before the same is dug and must be at least 4 feet deep and shall be, when completed, level with the ground. No shrubbery, vines or trees shall be planted in the Cemetery Lot and there shall be nothing left above the ground except markers which may be erected to meet all City regulations and requirements. All burials in the grave space(s) herein conveyed shall comply with applicable State and Federal laws governing human burial and with City rules and regulations pertaining thereto. If boxes or vaults are used they shall be at least 10 inches below the ground level.

GRANTEE herein shall not sell or convey this lot without a written permit from the Mayor and Council of the City of Hattiesburg, Mississippi.

WITNESS the signature and seal of the City of Hattiesburg, Mississippi, a Municipal Corporation, acting, by and through its duly authorized Mayor and City Clerk, on this, the 20th day September, 2022.

ATTEST:

CITY OF HATTIESBURG, MISSISSIPPI

CITY CLERK

MAYOR

(S E A L)

STATE OF MISSISSIPPI
COUNTY OF FORREST/LAMAR

Personally appeared before me, the undersigned authority in and for said County and State, Toby Barker and Kermas Eaton, Mayor and City Clerk, respectively, of the City of Hattiesburg, Mississippi, a municipal corporation, each of whom acknowledged before me that they signed, executed and delivered the above and foregoing Cemetery Deed on the day and year therein mentioned as the act and deed of the City of Hattiesburg after having first been authorized so to do.

Given under my hand and official seal of office on this, the 20th day of September, 2022

My Commission Expires:

NOTARY PUBLIC

STATE OF MISSISSIPPI
COUNTY OF FORREST/LAMAR
CITY OF HATTIESBURG
HATTIESBURG, MS

**DEED TO CEMETERY LOT
HIGHLAND CEMETERY**

For and in consideration of the sum of ONE HUNDRED SEVENTY-FIVE AND NO/100 Dollars (\$175.00), cash in hand paid to the City of Hattiesburg, Mississippi, the City of Hattiesburg, Mississippi acting by and through its duly authorized Mayor and City Clerk does hereby bargain, sell and convey unto Thomas M. Or Betty J. Childress, subject to the reservations and restrictions hereinafter set out and subject to rules and regulations now or hereafter adopted, the following described grave spaces:

North Half (N½) of the Southwest Quarter (SW¼)

Lot 5 Section 39

according to the Cemetery Survey of the City of Hattiesburg, Mississippi known as Highland Cemetery, and containing

One (1) Grave space (s).

SAID Lot shall be used for burial purposes only and all graves therein must be checked and laid out by the Cemetery sexton before the same is dug and must be at least 4 feet deep and shall be, when completed, level with the ground. No shrubbery, vines or trees shall be planted in the Cemetery Lot and there shall be nothing left above the ground except markers which may be erected to meet all City regulations and requirements. All burials in the grave space(s) herein conveyed shall comply with applicable State and Federal laws governing human burial and with City rules and regulations pertaining thereto. If boxes or vaults are used they shall be at least 10 inches below the ground level.

GRANTEE herein shall not sell or convey this lot without a written permit from the Mayor and Council of the City of Hattiesburg, Mississippi.

WITNESS the signature and seal of the City of Hattiesburg, Mississippi, a Municipal Corporation, acting, by and through its duly authorized Mayor and City Clerk, on this, the 20th day of September, 2022.

ATTEST:

CITY OF HATTIESBURG, MISSISSIPPI

CITY CLERK

MAYOR

(S E A L)

STATE OF MISSISSIPPI
COUNTY OF FORREST/LAMAR

Personally, appeared before me, the undersigned authority in and for said County and State, Toby Barker and Kermas Eaton, Mayor and City Clerk, respectively, of the City of Hattiesburg, Mississippi, a municipal corporation, each of whom acknowledged before me that they signed, executed and delivered the above and foregoing Cemetery Deed on the day and year therein mentioned as the act and deed of the City of Hattiesburg after having first been authorized so to do.

Given under my hand and official seal of office on this, the 20th day of September, 2022.

My Commission Expires:

NOTARY PUBLIC

STATE OF MISSISSIPPI
COUNTY OF FORREST/LAMAR
CITY OF HATTIESBURG
HATTIESBURG, MS

**DEED TO CEMETERY LOT
HIGHLAND CEMETERY**

For and in consideration of the sum of ONE HUNDRED SEVENTY-FIVE AND NO/100 Dollars (\$175.00), cash in hand paid to the City of Hattiesburg, Mississippi, the City of Hattiesburg, Mississippi acting by and through its duly authorized Mayor and City Clerk does hereby bargain, sell and convey unto Daniel Tyler & Derrith Childress Ellis, subject to the reservations and restrictions hereinafter set out and subject to rules and regulations now or hereafter adopted, the following described grave spaces:

South Half (S½) of the Southwest Quarter (SW¼)

Lot 5 Section 39

according to the Cemetery Survey of the City of Hattiesburg, Mississippi known as Highland Cemetery, and containing

One (1) Grave space (s).

SAID Lot shall be used for burial purposes only and all graves therein must be checked and laid out by the Cemetery sexton before the same is dug and must be at least 4 feet deep and shall be, when completed, level with the ground. No shrubbery, vines or trees shall be planted in the Cemetery Lot and there shall be nothing left above the ground except markers which may be erected to meet all City regulations and requirements. All burials in the grave space(s) herein conveyed shall comply with applicable State and Federal laws governing human burial and with City rules and regulations pertaining thereto. If boxes or vaults are used they shall be at least 10 inches below the ground level.

GRANTEE herein shall not sell or convey this lot without a written permit from the Mayor and Council of the City of Hattiesburg, Mississippi.

WITNESS the signature and seal of the City of Hattiesburg, Mississippi, a Municipal Corporation, acting, by and through its duly authorized Mayor and City Clerk, on this, the 20th day of September, 2022.

ATTEST:

CITY OF HATTIESBURG, MISSISSIPPI

CITY CLERK

MAYOR

(S E A L)

STATE OF MISSISSIPPI
COUNTY OF FORREST/LAMAR

Personally, appeared before me, the undersigned authority in and for said County and State, Toby Barker and Kermas Eaton, Mayor and City Clerk, respectively, of the City of Hattiesburg, Mississippi, a municipal corporation, each of whom acknowledged before me that they signed, executed and delivered the above and foregoing Cemetery Deed on the day and year therein mentioned as the act and deed of the City of Hattiesburg after having first been authorized so to do.

Given under my hand and official seal of office on this, the 20th day of September, 2022.

My Commission Expires:

NOTARY PUBLIC

STATE OF MISSISSIPPI
COUNTY OF FORREST/LAMAR
CITY OF HATTIESBURG
HATTIESBURG, MS

**DEED TO CEMETERY LOT
HIGHLAND CEMETERY**

For and in consideration of the sum of ONE HUNDRED SEVENTY-FIVE AND NO/100 Dollars (\$175.00), cash in hand paid to the City of Hattiesburg, Mississippi, the City of Hattiesburg, Mississippi acting by and through its duly authorized Mayor and City Clerk does hereby bargain, sell and convey unto Daniel Tyler & Derrith Childress Ellis, subject to the reservations and restrictions hereinafter set out and subject to rules and regulations now or hereafter adopted, the following described grave spaces:

North Half (N½) of the North west Quarter (NW¼)

Lot 26 Section 39

according to the Cemetery Survey of the City of Hattiesburg, Mississippi known as Highland Cemetery, and containing

One (1) Grave space (s).

SAID Lot shall be used for burial purposes only and all graves therein must be checked and laid out by the Cemetery sexton before the same is dug and must be at least 4 feet deep and shall be, when completed, level with the ground. No shrubbery, vines or trees shall be planted in the Cemetery Lot and there shall be nothing left above the ground except markers which may be erected to meet all City regulations and requirements. All burials in the grave space(s) herein conveyed shall comply with applicable State and Federal laws governing human burial and with City rules and regulations pertaining thereto. If boxes or vaults are used they shall be at least 10 inches below the ground level.

GRANTEE herein shall not sell or convey this lot without a written permit from the Mayor and Council of the City of Hattiesburg, Mississippi.

WITNESS the signature and seal of the City of Hattiesburg, Mississippi, a Municipal Corporation, acting, by and through its duly authorized Mayor and City Clerk, on this, the 20th day of September, 2022.

ATTEST:

CITY OF HATTIESBURG, MISSISSIPPI

CITY CLERK

MAYOR

(S E A L)

STATE OF MISSISSIPPI
COUNTY OF FORREST/LAMAR

Personally, appeared before me, the undersigned authority in and for said County and State, Toby Barker and Kermas Eaton, Mayor and City Clerk, respectively, of the City of Hattiesburg, Mississippi, a municipal corporation, each of whom acknowledged before me that they signed, executed and delivered the above and foregoing Cemetery Deed on the day and year therein mentioned as the act and deed of the City of Hattiesburg after having first been authorized so to do.

Given under my hand and official seal of office on this, the 20th day of September, 2022.

My Commission Expires:

NOTARY PUBLIC

STATE OF MISSISSIPPI
COUNTY OF FORREST/LAMAR
CITY OF HATTIESBURG
HATTIESBURG, MS

**DEED TO CEMETERY LOT
HIGHLAND CEMETERY**

For and in consideration of the sum of ONE HUNDRED SEVENTY-FIVE AND NO/100 Dollars (\$175.00), cash in hand paid to the City of Hattiesburg, Mississippi, the City of Hattiesburg, Mississippi acting by and through its duly authorized Mayor and City Clerk does hereby bargain, sell and convey unto Rose M. Jordan, subject to the reservations and restrictions hereinafter set out and subject to rules and regulations now or hereafter adopted, the following described grave spaces:

South Half (S½) of the Southwest Quarter (SW¼)

Lot 6 Section 39

according to the Cemetery Survey of the City of Hattiesburg, Mississippi known as Highland Cemetery, and containing

One (1) Grave space (s).

SAID Lot shall be used for burial purposes only and all graves therein must be checked and laid out by the Cemetery sexton before the same is dug and must be at least 4 feet deep and shall be, when completed, level with the ground. No shrubbery, vines or trees shall be planted in the Cemetery Lot and there shall be nothing left above the ground except markers which may be erected to meet all City regulations and requirements. All burials in the grave space(s) herein conveyed shall comply with applicable State and Federal laws governing human burial and with City rules and regulations pertaining thereto. If boxes or vaults are used they shall be at least 10 inches below the ground level.

GRANTEE herein shall not sell or convey this lot without a written permit from the Mayor and Council of the City of Hattiesburg, Mississippi.

WITNESS the signature and seal of the City of Hattiesburg, Mississippi, a Municipal Corporation, acting, by and through its duly authorized Mayor and City Clerk, on this, the 20th day of September, 2022.

ATTEST:

CITY OF HATTIESBURG, MISSISSIPPI

CITY CLERK

MAYOR

(S E A L)

STATE OF MISSISSIPPI
COUNTY OF FORREST/LAMAR

Personally, appeared before me, the undersigned authority in and for said County and State, Toby Barker and Kermas Eaton, Mayor and City Clerk, respectively, of the City of Hattiesburg, Mississippi, a municipal corporation, each of whom acknowledged before me that they signed, executed and delivered the above and foregoing Cemetery Deed on the day and year therein mentioned as the act and deed of the City of Hattiesburg after having first been authorized so to do.

Given under my hand and official seal of office on this, the 20th day of September, 2022.

My Commission Expires:

NOTARY PUBLIC

STATE OF MISSISSIPPI
COUNTY OF FORREST/LAMAR
CITY OF HATTIESBURG
HATTIESBURG, MS

DEED TO CEMETERY LOT
HIGHLAND CEMETERY

For and in consideration of the sum of ONE HUNDRED SEVENTY-FIVE AND NO/100 Dollars (\$175.00), cash in hand paid to the City of Hattiesburg, Mississippi, the City of Hattiesburg, Mississippi acting by and through its duly authorized Mayor and City Clerk does hereby bargain, sell and convey unto Audrianna Ware, subject to the reservations and restrictions hereinafter set out and subject to rules and regulations now or hereafter adopted, the following described grave spaces:

North Half (N½) of the North east Quarter (NE¼)

Lot 113 Section 39

according to the Cemetery Survey of the City of Hattiesburg, Mississippi known as Highland Cemetery, and containing

One (1) Grave space (s).

SAID Lot shall be used for burial purposes only and all graves therein must be checked and laid out by the Cemetery sexton before the same is dug and must be at least 4 feet deep and shall be, when completed, level with the ground. No shrubbery, vines or trees shall be planted in the Cemetery Lot and there shall be nothing left above the ground except markers which may be erected to meet all City regulations and requirements. All burials in the grave space(s) herein conveyed shall comply with applicable State and Federal laws governing human burial and with City rules and regulations pertaining thereto. If boxes or vaults are used they shall be at least 10 inches below the ground level.

GRANTEE herein shall not sell or convey this lot without a written permit from the Mayor and Council of the City of Hattiesburg, Mississippi.

WITNESS the signature and seal of the City of Hattiesburg, Mississippi, a Municipal Corporation, acting, by and through its duly authorized Mayor and City Clerk, on this, the 20th day of September, 2022.

ATTEST:

CITY OF HATTIESBURG, MISSISSIPPI

CITY CLERK

MAYOR

(S E A L)

STATE OF MISSISSIPPI
COUNTY OF FORREST/LAMAR

Personally, appeared before me, the undersigned authority in and for said County and State, Toby Barker and Kermas Eaton, Mayor and City Clerk, respectively, of the City of Hattiesburg, Mississippi, a municipal corporation, each of whom acknowledged before me that they signed, executed and delivered the above and foregoing Cemetery Deed on the day and year therein mentioned as the act and deed of the City of Hattiesburg after having first been authorized so to do.

Given under my hand and official seal of office on this, the 20th day of September, 2022.

My Commission Expires:

NOTARY PUBLIC

STATE OF MISSISSIPPI
COUNTY OF FORREST/LAMAR
CITY OF HATTIESBURG
HATTIESBURG, MS

**DEED TO CEMETERY LOT
HIGHLAND CEMETERY**

For and in consideration of the sum of ONE HUNDRED SEVENTY-FIVE AND NO/100 Dollars (\$175.00), cash in hand paid to the City of Hattiesburg, Mississippi, the City of Hattiesburg, Mississippi acting by and through its duly authorized Mayor and City Clerk does hereby bargain, sell and convey unto Darren Roberts, subject to the reservations and restrictions hereinafter set out and subject to rules and regulations now or hereafter adopted, the following described grave spaces:

North Half (N½) of the North east Quarter (NE¼)

Lot 40 Section 36

according to the Cemetery Survey of the City of Hattiesburg, Mississippi known as Highland Cemetery, and containing

One (1) Grave space (s).

SAID Lot shall be used for burial purposes only and all graves therein must be checked and laid out by the Cemetery sexton before the same is dug and must be at least 4 feet deep and shall be, when completed, level with the ground. No shrubbery, vines or trees shall be planted in the Cemetery Lot and there shall be nothing left above the ground except markers which may be erected to meet all City regulations and requirements. All burials in the grave space(s) herein conveyed shall comply with applicable State and Federal laws governing human burial and with City rules and regulations pertaining thereto. If boxes or vaults are used they shall be at least 10 inches below the ground level.

GRANTEE herein shall not sell or convey this lot without a written permit from the Mayor and Council of the City of Hattiesburg, Mississippi.

WITNESS the signature and seal of the City of Hattiesburg, Mississippi, a Municipal Corporation, acting, by and through its duly authorized Mayor and City Clerk, on this, the 20th day of September, 2022.

ATTEST:

CITY OF HATTIESBURG, MISSISSIPPI

CITY CLERK

MAYOR

(S E A L)

STATE OF MISSISSIPPI
COUNTY OF FORREST/LAMAR

Personally, appeared before me, the undersigned authority in and for said County and State, Toby Barker and Kermas Eaton, Mayor and City Clerk, respectively, of the City of Hattiesburg, Mississippi, a municipal corporation, each of whom acknowledged before me that they signed, executed and delivered the above and foregoing Cemetery Deed on the day and year therein mentioned as the act and deed of the City of Hattiesburg after having first been authorized so to do.

Given under my hand and official seal of office on this, the 20th day of September, 2022.

My Commission Expires:

NOTARY PUBLIC

STATE OF MISSISSIPPI
COUNTY OF FORREST/LAMAR
CITY OF HATTIESBURG
HATTIESBURG, MS

DEED TO CEMETERY LOT
HIGHLAND CEMETERY

For and in consideration of the sum of THREE HUNDRED FIFTY AND NO/100 Dollars (\$350.00), cash in hand paid to the City of Hattiesburg, Mississippi, the City of Hattiesburg, Mississippi acting by and through its duly authorized Mayor and City Clerk does hereby bargain, sell and convey unto, John Kirby, subject to the reservations and restrictions hereinafter set out and subject to rules and regulations now or hereafter adopted, the following described grave spaces:

Northwest Quarter (NW¼)

Lot Number 124 Section Number 39

according to the Cemetery Survey of the City of Hattiesburg, Mississippi known as Highland Cemetery, and containing

Two Grave space (s).

SAID Lot shall be used for burial purposes only and all graves therein must be checked and laid out by the Cemetery sexton before the same is dug and must be at least 4 feet deep and shall be, when completed, level with the ground. No shrubbery, vines or trees shall be planted in the Cemetery Lot and there shall be nothing left above the ground except markers which may be erected to meet all City regulations and requirements. All burials in the grave space(s) herein conveyed shall comply with applicable State and Federal laws governing human burial and with City rules and regulations pertaining thereto. If boxes or vaults are used they shall be at least 10 inches below the ground level.

GRANTEE herein shall not sell or convey this lot without a written permit from the Mayor and Council of the City of Hattiesburg, Mississippi.

WITNESS the signature and seal of the City of Hattiesburg, Mississippi, a Municipal Corporation, acting, by and through its duly authorized Mayor and City Clerk, on this, the 20th day September, 2022.

ATTEST:

CITY OF HATTIESBURG, MISSISSIPPI

CITY CLERK

MAYOR

(S E A L)

STATE OF MISSISSIPPI
COUNTY OF FORREST/LAMAR

Personally appeared before me, the undersigned authority in and for said County and State, Toby Barker and Kermas Eaton, Mayor and City Clerk, respectively, of the City of Hattiesburg, Mississippi, a municipal corporation, each of whom acknowledged before me that they signed, executed and delivered the above and foregoing Cemetery Deed on the day and year therein mentioned as the act and deed of the City of Hattiesburg after having first been authorized so to do.

Given under my hand and official seal of office on this, the 20th day of September, 2022

My Commission Expires:

NOTARY PUBLIC

STATE OF MISSISSIPPI
COUNTY OF FORREST/LAMAR
CITY OF HATTIESBURG
HATTIESBURG, MS

DEED TO CEMETERY LOT
HIGHLAND CEMETERY

For and in consideration of the sum of THREE HUNDRED FIFTY AND NO/100 Dollars (\$350.00), cash in hand paid to the City of Hattiesburg, Mississippi, the City of Hattiesburg, Mississippi acting by and through its duly authorized Mayor and City Clerk does hereby bargain, sell and convey unto, Johnny or Lisa S. Pittman, subject to the reservations and restrictions hereinafter set out and subject to rules and regulations now or hereafter adopted, the following described grave spaces:

Northwest Quarter (NW¼)

Lot Number 118 Section Number 39

according to the Cemetery Survey of the City of Hattiesburg, Mississippi known as Highland Cemetery, and containing

Two Grave space (s).

SAID Lot shall be used for burial purposes only and all graves therein must be checked and laid out by the Cemetery sexton before the same is dug and must be at least 4 feet deep and shall be, when completed, level with the ground. No shrubbery, vines or trees shall be planted in the Cemetery Lot and there shall be nothing left above the ground except markers which may be erected to meet all City regulations and requirements. All burials in the grave space(s) herein conveyed shall comply with applicable State and Federal laws governing human burial and with City rules and regulations pertaining thereto. If boxes or vaults are used they shall be at least 10 inches below the ground level.

GRANTEE herein shall not sell or convey this lot without a written permit from the Mayor and Council of the City of Hattiesburg, Mississippi.

WITNESS the signature and seal of the City of Hattiesburg, Mississippi, a Municipal Corporation, acting, by and through its duly authorized Mayor and City Clerk, on this, the 20th day September, 2022.

ATTEST:

CITY OF HATTIESBURG, MISSISSIPPI

CITY CLERK

MAYOR

(S E A L)

STATE OF MISSISSIPPI
COUNTY OF FORREST/LAMAR

Personally appeared before me, the undersigned authority in and for said County and State, Toby Barker and Kermas Eaton, Mayor and City Clerk, respectively, of the City of Hattiesburg, Mississippi, a municipal corporation, each of whom acknowledged before me that they signed, executed and delivered the above and foregoing Cemetery Deed on the day and year therein mentioned as the act and deed of the City of Hattiesburg after having first been authorized so to do.

Given under my hand and official seal of office on this, the 20th day of September, 2022

My Commission Expires:

NOTARY PUBLIC

STATE OF MISSISSIPPI
COUNTY OF FORREST/LAMAR
CITY OF HATTIESBURG
HATTIESBURG, MS

**DEED TO CEMETERY LOT
SOUTH HILL CEMETERY**

For and in consideration of the sum of ONE HUNDRED FIFTY AND NO/100 Dollars (\$150.00), cash in hand paid to the City of Hattiesburg, Mississippi, the City of Hattiesburg, Mississippi acting by and through its duly authorized Mayor and City Clerk does hereby bargain, sell and convey unto Julia A. Galespie, subject to the reservations and restrictions hereinafter set out and subject to rules and regulations now or hereafter adopted, the following described grave spaces:

West Half (W½) of the Southeast Quarter (SE¼)

Lot Number: 124 Section Number: 1

according to the Cemetery Survey of the City of Hattiesburg, Mississippi known as South Hill Cemetery, and containing

One (1) Grave space (s).

SAID Lot shall be used for burial purposes only and all graves therein must be checked and laid out by the Cemetery sexton before the same is dug and must be at least 4 feet deep and shall be, when completed, level with the ground. No shrubbery, vines or trees shall be planted in the Cemetery Lot and there shall be nothing left above the ground except markers which may be erected to meet all City regulations and requirements. All burials in the grave space(s) herein conveyed shall comply with applicable State and Federal laws governing human burial and with City rules and regulations pertaining thereto. If boxes or vaults are used they shall be at least 10 inches below the ground level.

GRANTEE herein shall not sell or convey this lot without a written permit from the Mayor and Council of the City of Hattiesburg, Mississippi.

WITNESS the signature and seal of the City of Hattiesburg, Mississippi, a Municipal Corporation, acting, by and through its duly authorized Mayor and City Clerk, on this, the 20th day of September, 2022.

ATTEST:

CITY OF HATTIESBURG, MISSISSIPPI

CITY CLERK
(S E A L)

MAYOR

STATE OF MISSISSIPPI
COUNTY OF FORREST/LAMAR

Personally, appeared before me, the undersigned authority in and for said County and State, Toby Barker and Kermas Eaton, Mayor and Deputy City Clerk, respectively, of the City of Hattiesburg, Mississippi, a municipal corporation, each of whom acknowledged before me that they signed, executed and delivered the above and foregoing Cemetery Deed on the day and year therein mentioned as the act and deed of the City of Hattiesburg after having first been authorized so to do.

Given under my hand and official seal of office on this, the 20th day of September, 2022.

My Commission Expires:

NOTARY PUBLIC

STATE OF MISSISSIPPI
COUNTY OF FORREST/LAMAR
CITY OF HATTIESBURG
HATTIESBURG, MS

**DEED TO CEMETERY LOT
SOUTH HILL CEMETERY**

For and in consideration of the sum of ONE HUNDRED FIFTY AND NO/100 Dollars (\$150.00), cash in hand paid to the City of Hattiesburg, Mississippi, the City of Hattiesburg, Mississippi acting by and through its duly authorized Mayor and City Clerk does hereby bargain, sell and convey unto Julia A. Galespie, subject to the reservations and restrictions hereinafter set out and subject to rules and regulations now or hereafter adopted, the following described grave spaces:

East Half (E½) of the Southwest Quarter (SW¼)

Lot Number: 124 Section Number: 1

according to the Cemetery Survey of the City of Hattiesburg, Mississippi known as South Hill Cemetery, and containing
One (1) Grave space (s).

SAID Lot shall be used for burial purposes only and all graves therein must be checked and laid out by the Cemetery sexton before the same is dug and must be at least 4 feet deep and shall be, when completed, level with the ground. No shrubbery, vines or trees shall be planted in the Cemetery Lot and there shall be nothing left above the ground except markers which may be erected to meet all City regulations and requirements. All burials in the grave space(s) herein conveyed shall comply with applicable State and Federal laws governing human burial and with City rules and regulations pertaining thereto. If boxes or vaults are used they shall be at least 10 inches below the ground level.

GRANTEE herein shall not sell or convey this lot without a written permit from the Mayor and Council of the City of Hattiesburg, Mississippi.

WITNESS the signature and seal of the City of Hattiesburg, Mississippi, a Municipal Corporation, acting, by and through its duly authorized Mayor and City Clerk, on this, the 20th day of September, 2022.

ATTEST:

CITY OF HATTIESBURG, MISSISSIPPI

CITY CLERK
(S E A L)

MAYOR

STATE OF MISSISSIPPI
COUNTY OF FORREST/LAMAR

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Given under my hand and official seal of office on this, the 20th day of September, 2022.

My Commission Expires:

NOTARY PUBLIC



Memorandum

To: Mayor Toby Barker and Members of City Council

From:

cc:

Date: Tuesday, September 20, 2022

Re: Approve claims docket for the period ending September 16, 2022.
File Number: 2022-701
Minute Book #

Summary

Recommendation Statement

Please place this on the September 20, 2022 City Council meeting for consideration.

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2022/11 TO 2022/12		ACCOUNT/VENDOR		INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
001000											
001000	060100										BALANCE SHEET
	002651	DENSON OIL COMPANY I	151812		229592	2022	12	INV P	23,636.94	091622	292838 GAS AND DIESEL FOR
	003308	KEITHCO PETROLEUM	112668		0	2022	12	INV P	4,479.31	091622	292879 DIESEL FUL
	003308	KEITHCO PETROLEUM	975401		229582	2022	12	INV P	16,989.12	091622	292879 GAS AND DIESEL FOR
	003308	KEITHCO PETROLEUM	975401-2		229582	2022	12	INV P	7,480.63	091622	292879 GAS AND DIESEL FOR
									28,949.06		
	003497	MAPLES GAS COMPANY	236903		229528	2022	12	INV P	13,532.67	091622	292891 DIESEL FUEL
	003918	PINE BELT OIL COMPAN	INV-105471		229529	2022	12	INV P	16,570.98	091622	292933 GAS FOR FUEL STATIO
									ACCOUNT TOTAL		82,689.65
001000	105205										RESTITUTION HOLDING ACCOUNT
	049204	MCPHAIL PARKER KENT	8/10/22		0	2022	12	INV P	284.00	091622	292898 RESTITUTION-D HAMBY
	049205	MUDD LISA	8/10/22		0	2022	12	INV P	500.00	091622	292913 RESTITUTION-W MCCAL
									ACCOUNT TOTAL		784.00
001000	122000										DAMAGE DEPOSITS
	049246	GORDON, PAMELA	GORDON 79846		0	2022	12	INV P	500.00	091622	292861 REFUND DEPOSIT-EVEN
	049247	SIMMONS, DAVID	SIMMINS 79931		0	2022	12	INV P	500.00	091622	292963 REFUND DEPOSIT-EVEN
	049248	FAIRLEY, NELLIE	FAIRLEY 79981		0	2022	12	INV P	100.00	091622	292850 REFUND DEPOSIT-EVEN
	049249	ST PAUL UNITED METHO	ST PAUL UMC 80169		0	2022	12	INV P	100.00	091622	292975 REFUND DEPOSIT-EVEN
	049251	BEACH, GINA	BEACH 79187		0	2022	12	INV P	100.00	091622	292803 REFUND DEPOSIT -EVE
	049255	SMITH, KATHY	SMITH 80594		0	2022	12	INV P	50.00	091622	292964 REFUND DEPOSIT-EVEN
									ACCOUNT TOTAL		1,350.00
									ORG 001000	TOTAL	84,823.65
001001											REVENUES
001001	396500										REFUND & RECOVERY
	004328	STAPLES	3509927801		0	2022	12	INV P	27.40	091622	292977 OFFICE SUPPLIES PYT
	004328	STAPLES	3509994566		0	2022	12	INV P	13.64	091622	292977 OFFICE SUPPLIES-PYT
									41.04		
									ACCOUNT TOTAL		41.04
									ORG 001001	TOTAL	41.04

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2022/11 TO 2022/12				INVOICE		PO	YEAR/PR TYP S		WARRANT	CHECK	DESCRIPTION
001003 CITY COUNCIL											
001003	606000			TELEPHONE AND TELEGRAPH							
002160	AT&T MOBILITY	287273578351X090822	0	2022 12 INV P		291.38	091622		292796	MB2016-287/WIRELESS	
				ACCOUNT TOTAL		291.38					
001003 6110DC											
003462	JOLLY, LISA L	OT#9512	0	TRAVEL EXP-DEPCLERK							
				2022 11 INV P		165.38	091622		292878	COUNCIL-LJOLLY TRAV	
				ACCOUNT TOTAL		165.38					
001003 641000											
004057	RJ YOUNG COMPANY	INV4896339	0	OFFICE EQUIPMENT RENT							
004057	RJ YOUNG COMPANY	INV4952823	0	2022 11 INV P		97.56	091622		292953	CITY COUNCIL - COPI	
				2022 11 INV P		113.80	091622		292953	CITY COUNCIL - COPI	
						211.36					
				ACCOUNT TOTAL		211.36					
				ORG 001003 TOTAL		668.12					
001015 CITY COURT											
001015	501000			OTHER EXPENDABLE OFF.SPL							
003810	OFFICE PRODUCTS PLUS 984237-0		228517	2022 12 INV P		162.26	091622		292922	OFFICE SUPPLIES-06/	
				ACCOUNT TOTAL		162.26					
001015 502000											
003810	OFFICE PRODUCTS PLUS 984237-0		228517	MINOR OFFICE EQUIP/FURN.							
003810	OFFICE PRODUCTS PLUS 986689-0		228517	2022 12 INV P		143.33	091622		292922	OFFICE SUPPLIES-06/	
				2022 12 INV P		449.28	091622		292922	OFFICE SUPPLIES	
						592.61					
				ACCOUNT TOTAL		592.61					
001015 510000											
003810	OFFICE PRODUCTS PLUS 989998-0		229346	CLEANING/JANITORIAL SPLY							
				2022 11 INV P		3,117.06	091622		292922	JANITORIAL SUPPLIES	
				ACCOUNT TOTAL		3,117.06					
001015 559100											
004327	STANDARD OFFICE SUPP H05169-00		228206	OTHER OPER.MATLS-FULL R							
				2022 11 INV P		289.00	091622		292976	BHDC FORMS FOR COUR	
				ACCOUNT TOTAL		289.00					
001015 560000											
003966	PREMIER WINDOW TINTI 6104		229178	BUILDING MATERIALS & SPLY							
				2022 12 INV P		3,375.00	091622		292940	WINDOW TINT FOR COU	
				ACCOUNT TOTAL		3,375.00					
001015 604800											
				OTHER PROF.-VICTIM'S ADV.GRANT							

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2022/11 TO 2022/12											
ACCOUNT/VENDOR				INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
002564	COURT PROGRAMS INC	4688257		0	2022 12	INV	P	295.00	091622	292835	GR# 1H79TI081923-01
002564	COURT PROGRAMS INC	4768215		0	2022 12	INV	P	460.00	091622	292835	GR# 1H79TI081923-01
								755.00			
003917	PINE BELT MENTAL HEA	2022-05		0	2022 12	INV	P	17,427.04	091622	292932	GR#1H79TI081923-01
ACCOUNT TOTAL								18,182.04			
001015	604900				OTHER PROFESSIONAL SERV.						
002564	COURT PROGRAMS INC	96		0	2022 12	INV	P	4,291.50	091622	292835	MB# 2011-1-82-83 CO
003940	POLK-PAYTON, GAY ATT	27		0	2022 12	INV	P	3,500.09	091622	292936	COURT JUDGE PRO TEM
004482	TYLER TECHNOLOGIES IN	025-375298		0	2022 12	INV	P	500.00	091622	292988	MB# 2020-29 COURT T
049257	JC DIAZ	100		0	2022 12	INV	P	100.00	091622	292875	COURT SPANISH TRANS
ACCOUNT TOTAL								8,391.59			
001015	604901				OTHER PROF-TECHNOLOGY						
002385	C SPIRE BUSINESS	AAAQ138335		0	2022 12	INV	P	1,000.35	091622	292816	COURT MONTHLY TELEC
004482	TYLER TECHNOLOGIES IN	025-376809		0	2022 12	INV	P	3,111.70	091622	292988	COURT MB# 2020-29 S
ACCOUNT TOTAL								4,112.05			
001015	606000				TELEPHONE AND TELEGRAPH						
002160	AT&T MOBILITY	287273578351X090822		0	2022 12	INV	P	471.97	091622	292796	MB2016-287/WIRELESS
ACCOUNT TOTAL								471.97			
001015	611800				TRVL-HHS SAMHSA GRANT						
003671	MS ASSOC OF DRUG COU	MDCP2022NNLCNGHY0043	229192	2022 12	INV	P		200.00	091622	292906	MADCP CONFERENCE RE
003671	MS ASSOC OF DRUG COU	MDCP2022NNLCNGHY006Q	229192	2022 12	INV	P		200.00	091622	292906	MADCP CONFERENCE RE
								400.00			
ACCOUNT TOTAL								400.00			
001015	630000				GAS						
004321	SPIRE	G2022 9.6.22		0	2022 12	INV	P	31.58	091622	292974	SPIRE VARIOUS DEPT
ACCOUNT TOTAL								31.58			
001015	630500				ELECTRICITY						
003700	MS POWER COMPANY	E2022 8.23		0	2022 11	INV	P	1,416.98	091622	292909	MS POWER VARIOUS DE
ACCOUNT TOTAL								1,416.98			
ORG 001015 TOTAL								40,542.14			

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2022/11 TO 2022/12											
ACCOUNT/VENDOR		INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION		
001020 MAYOR/ADMIN.											
001020	501000			OTHER EXPENDABLE	OFF.SPL						
003809	OFFICE DEPOT INC	264429649001	229568	2022 12	INV	P	214.66	091622	292921	BINDERS AND TABS FO	
004017	REGIONS CARDHOLDER S	4524 - 08-31-2022	0	2022 12	INV	P	436.51	091622	292948	4524 - 08-31-2022 C	
ACCOUNT TOTAL							651.17				
001020 606000				TELEPHONE AND TELEGRAPH							
002160	AT&T MOBILITY	287273578351X090822	0	2022 12	INV	P	172.30	091622	292796	MB2016-287/WIRELESS	
002160	AT&T MOBILITY	28728991377X090522	0	2022 12	INV	P	99.33	091622	292795	MB2016-287/WIRELESS	
							271.63				
ACCOUNT TOTAL							271.63				
001020 615000				ADVERTISING							
004017	REGIONS CARDHOLDER S	4524 - 08-31-2022	0	2022 12	INV	P	16.04	091622	292948	4524 - 08-31-2022 C	
ACCOUNT TOTAL							16.04				
001020 638200				MINOR EQUIPMENT R&M							
004017	REGIONS CARDHOLDER S	1346 - 08-31-2022	0	2022 12	INV	P	396.98	091622	292948	1346 - 08-31-2022 C	
ACCOUNT TOTAL							396.98				
001020 641000				OFFICE EQUIPMENT RENT							
003825	OWENS BUSINESS MACHI	449725	0	2022 11	INV	P	187.00	091622	292924	ADMIN COPIER/CANON/	
003825	OWENS BUSINESS MACHI	449726	0	2022 11	INV	P	53.30	091622	292924	ADMIN COPIER/MNTHLY	
							240.30				
ACCOUNT TOTAL							240.30				
ORG 001020 TOTAL							1,576.12				
001040 MUNICIPAL CLERK											
001040	502000			MINOR OFFICE EQUIP/FURN.							
003806	OAKWOOD LLC 114	256727326003	0	2022 11	INV	P	9.98	091622	292920	OFFICE SUPPLIES/ACT	
003809	OFFICE DEPOT INC	262175516001	229215	2022 11	INV	P	989.97	091622	292921	OFFICE EQUIPMENT/TA	
ACCOUNT TOTAL							999.95				
001040 636500				OFFICE EQUIPMENT R&M							
002905	GILLILANDS ELECTRONI	8651	0	2022 11	INV	P	300.00	091622	292859	ALARM SYS UPGRADE T	
ACCOUNT TOTAL							300.00				
001040 641000				OFFICE EQUIPMENT RENT							
004057	RJ YOUNG COMPANY	INV4914411	0	2022 11	INV	P	212.00	091622	292954	COPIER LEASE CLERK	

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2022/11 TO 2022/12				INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION	
ACCOUNT TOTAL									212.00			
001040	684000					DUES AND MEMBERSHIPS						
004017	REGIONS	CARDHOLDER	S	2080 - 08-31-2022	0	2022 12	INV	P	115.00	091622	292948 2080 - 08-31-2022 C	
ACCOUNT TOTAL									115.00			
ORG 001040 TOTAL									1,626.95			
001080				HUMAN RESOURCES								
001080	500300					PAPER						
003809	OFFICE	DEPOT	INC	264471225001	229569	2022 12	INV	P	264.18	091622	292921 OFFICE SUPPLIES	
ACCOUNT TOTAL									264.18			
001080	501000					OTHER EXPENDABLE OFF.SPL						
003809	OFFICE	DEPOT	INC	264456177001	229569	2022 12	INV	P	503.10	091622	292921 OFFICE SUPPLIES	
ACCOUNT TOTAL									503.10			
ORG 001080 TOTAL									767.28			
001081				LOSS CONTROL								
001081	606000					TELEPHONE AND TELEGRAPH						
002160	AT&T	MOBILITY		287273578351x090822	0	2022 12	INV	P	96.84	091622	292796 MB2016-287/WIRELESS	
ACCOUNT TOTAL									96.84			
ORG 001081 TOTAL									96.84			
001090				URBAN DEVELOPMT								
001090	500300					PAPER						
004328	STAPLES			3516076321	229447	2022 12	INV	P	85.98	091622	292977 OFFICE SUPPLIES FOR	
ACCOUNT TOTAL									85.98			
001090	501000					OTHER EXPENDABLE OFF.SPL						
004328	STAPLES			3515955696	229447	2022 12	INV	P	6.50	091622	292977 OFFICE SUPPLIES FOR	
004328	STAPLES			3516076321	229447	2022 12	INV	P	96.53	091622	292977 OFFICE SUPPLIES FOR	
									103.03			
ACCOUNT TOTAL									103.03			
001090	501100					N.I.P. SUPPLIES						
004017	REGIONS	CARDHOLDER	S	1286 - 08-31-2022	0	2022 12	INV	P	4,863.66	091622	292948 1286 - 08-31-2022 C	
004017	REGIONS	CARDHOLDER	S	9492 - 08-31-2022	0	2022 12	INV	P	538.38	091622	292948 9492 - 08-31-2022 C	
									5,402.04			
ACCOUNT TOTAL									5,402.04			

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2022/11 TO 2022/12		ACCOUNT/VENDOR		INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
001090	505000										
											SUBSCRIPTIONS,MAGS,MAPS
004017	REGIONS	CARDHOLDER	S	1346 - 08-31-2022	0	2022	12	INV P	74.95	091622	292948 1346 - 08-31-2022 C
004017	REGIONS	CARDHOLDER	S	1708 - 08-31-2022	0	2022	12	INV P	74.90	091622	292948 1708 - 08-31-2022 C
									149.85		
									ACCOUNT TOTAL	149.85	
001090	604900										
002160	AT&T MOBILITY			287273578351X090822	0	2022	12	INV P	301.67	091622	292796 MB2016-287/WIRELESS
									ACCOUNT TOTAL	301.67	
001090	611000										
049203	NATHAN SATCHER			CRS 2022-TRAVEL ADVA	0	2022	11	INV P	377.27	091622	292915 9507 OT - CRS WORKS
									ACCOUNT TOTAL	377.27	
									ORG 001090 TOTAL	6,419.84	
001091											INFO TECHNOLOGY
001091	500300										PAPER
004356	STRICKLAND	PAPER	COM	BH903891-01		228970	2022	12	INV P	96.00	091622 292981 PAPER SUPPLIES FOR
									ACCOUNT TOTAL	96.00	
001091	604900										OTHER PROFESSIONAL SERV.
002160	AT&T MOBILITY			287273578351X090822	0	2022	12	INV P	160.45	091622	292796 MB2016-287/WIRELESS
002160	AT&T MOBILITY			28728991377X090522	0	2022	12	INV P	423.65	091622	292795 MB2016-287/WIRELESS
									584.10		
002905	GILLILANDS ELECTRONI			8650	0	2022	12	INV P	300.00	091622	292859 UPGRADE ALARM SYSTE
									ACCOUNT TOTAL	884.10	
001091	606800										NETWORK
002384	C SPIRE	(MEGAGATE)		091622	0	2022	12	INV P	775.00	091622	292814 NETWORK/INTERET - M
002384	C SPIRE	(MEGAGATE)		3000667134-11	0	2022	12	INV P	775.00	091622	292814 NETWORK/INTERET - M
002384	C SPIRE	(MEGAGATE)		3000667134-13	0	2022	12	INV P	786.63	091622	292814 NETWORK/INTERET - M
									2,336.63		
									ACCOUNT TOTAL	2,336.63	
001091	636500										OFFICE EQUIPMENT R&M
003342	KRONOS INCORPORATED			11956318	0	2022	12	INV P	3,984.52	091622	292881 PAYROLL SUPPORT - I
003984	PTI MARKETING TECHNO			INV6647	0	2022	12	INV P	1,500.00	091622	292942 FUSION PRO SUBSCRIP
004050	RICOH CORP			5065412692	0	2022	12	INV P	258.51	091622	292951 CHARGES FOR PRODUCT

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2022/11 TO 2022/12											
ACCOUNT/VENDOR				INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
ACCOUNT TOTAL									5,743.03		
ORG 001091 TOTAL									9,059.76		
001092 GEN.GOV'T.BLDG											
001092 546000				MINOR EQUIPMENT							
003645 MOORE'S LOCK AND KEY 81122				229311	2022 12	INV	P	90.50	091622	292905	SERVICE CALL FOR CI
ACCOUNT TOTAL									90.50		
001092 604900				OTHER PROFESSIONAL SERV.							
047871 LASSETER, SCOTT HUB CITY UPHOLSTERY				225769	2022 11	INV	P	90.00	091622	292887	DESK CHAIR REPAIR -
ACCOUNT TOTAL									90.00		
001092 630000				GAS							
004321 SPIRE G2022 9.6.22				0	2022 12	INV	P	20.00	091622	292974	SPIRE VARIOUS DEPT
ACCOUNT TOTAL									20.00		
001092 630500				ELECTRICITY							
003700 MS POWER COMPANY E2022 8.23				0	2022 11	INV	P	5,615.15	091622	292909	MS POWER VARIOUS DE
003700 MS POWER COMPANY E2022 8.31.22				0	2022 12	INV	P	2,928.50	091622	292909	MS POWER VARIOUS DE
									8,543.65		
ACCOUNT TOTAL									8,543.65		
001092 635000				BUILDING R&M							
047013 SULLIVAN B W BLDG CO Invoice1				227904	2022 12	INV	P	9,950.00	091622	292982	TWO QUOTE/DAMAGE PL
ACCOUNT TOTAL									9,950.00		
001092 635500				ELECTRICAL R&M							
002901 GILKEY ELECTRIC SUPP 360510				229329	2022 12	INV	P	35.40	091622	292858	LIGHTS FOR CITY HAL
ACCOUNT TOTAL									35.40		
001092 639400				DISINFECT./EXTERMINATION							
003040 HAVARD PEST CONTROL 1986825				0	2022 12	INV	P	90.00	091622	292868	HAVARD PEST CONTROL
ACCOUNT TOTAL									90.00		
001092 644900				OTHER RENT							
002720 EDWARDS PROPERTY MGM 10/2022				0	2022 12	INV	P	1,100.00	091622	292843	DRIVER LICENSE RENE
002720 EDWARDS PROPERTY MGM 9/2022				0	2022 11	INV	P	1,100.00	091622	292842	DL RENEWAL STATION
									2,200.00		
ACCOUNT TOTAL									2,200.00		

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2022/11 TO 2022/12				ACCOUNT/VENDOR		INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION	
								ORG 001092	TOTAL		21,019.55			
								INTERMODAL FAC O&M						
								CLEANING/JANITORIAL SPLY						
001093	510000													
001093	004634	WHEELER'S	JANITORIAL	091622			229555	2022	12	INV	P	657.00	091622	293003 JANITORIAL SUPPLIES
	004634	WHEELER'S	JANITORIAL	10361			228897	2022	11	INV	P	234.70	091622	293003 JANITORIAL SUPPLIES
											891.70			
								ACCOUNT TOTAL		891.70				
								ELECTRICITY						
001093	003700	630500	MS POWER COMPANY	E2022 8.23			0	2022	11	INV	P	3,676.83	091622	292909 MS POWER VARIOUS DE
								ACCOUNT TOTAL		3,676.83				
								PLUMBING EQUIPMENT R&M						
001093	003905	635700	PIERCE PLUMBING INC	608388			0	2022	11	INV	P	156.25	091622	292930 SERVICE CALL TO TRA
								ACCOUNT TOTAL		156.25				
								OTHER REPAIRS AND MAINT.						
001093	004256	639900	SOLAR SUPPLY INC	3456886			229552	2022	12	INV	P	883.56	091622	292965 2X FREON FOR UNIT A
	004256	SOLAR SUPPLY INC		3457325			229548	2022	12	INV	P	3,198.35	091622	292965 COMPRESSOR FOR UNIT
											4,081.91			
								ACCOUNT TOTAL		4,081.91				
								ORG 001093	TOTAL		8,806.69			
								METRPLTN PLANG.						
								OTHER PROFESSIONAL SERV.						
001094	002160	604900	AT&T MOBILITY	287273578351X090822			0	2022	12	INV	P	37.23	091622	292796 MB2016-287/WIRELESS
								ACCOUNT TOTAL		37.23				
								ORG 001094	TOTAL		37.23			
								G/G INS.OTH SER						
								LEGAL						
001095	003637	602500	MONTAGUE, PITTMAN &	48952			0	2022	12	INV	P	500.00	091622	292904 GENERAL COUNSEL FOR
	004694	ZAC FAIRLEY APPRAISA	1106				0	2022	12	INV	P	1,300.00	091622	293007 APPRASIAL REPORT AT
								ACCOUNT TOTAL		1,800.00				
								MEDICAL ANALYSIS-EMP CLINIC						
001095	002037	602701	AB SUPPORT SERVICES	382006			225007	2022	11	INV	P	380.00	091622	292779 MB# 2021-1274 JANIT
	002522	COMCAST		8.26.22			0	2022	12	INV	P	373.49	091622	292830 COMCAST/EMPLOYEE CL

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2022/11 TO 2022/12									
ACCOUNT/VENDOR		INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
ACCOUNT TOTAL							753.49		
001095	604900			OTHER PROFESSIONAL SERV.					
004477	TURNER, JASON	9/27 POLICE CERMONY	0	2022	12	INV P	380.00	091622	292987 SOUND SYSTEM SETUP/
004477	TURNER, JASON	911 CEREMONY	0	2022	12	INV P	425.00	091622	292987 SOUND SYSTEM SETUP/
							805.00		
ACCOUNT TOTAL							805.00		
001095	606000			TELEPHONE AND TELEGRAPH					
002158	AT&T	L2022 8.20.22	0	2022	11	INV P	51.35	091622	292791 AT&T BLUE LIGHTS 60
002158	AT&T	L2022 8.28	0	2022	12	INV P	225.15	091622	292791 AT&T BLUE LIGHTS 8.
							276.50		
047050	C SPIRE (IP)	L2022 9.1.22	0	2022	12	INV P	6,409.60	091622	292815 CSPIRE ACCT# 692591
ACCOUNT TOTAL							6,686.10		
ORG 001095 TOTAL							10,044.59		
001096		FED PROG ADMIN		MINOR OFFICE EQUIP/FURN.					
001096	502000			2022	12	INV P	47.99	091622	292979 PORTABLE WEBCAM
004328	STAPLES	3517054512	229542						
ACCOUNT TOTAL							47.99		
001096	684500			REGISTRATION FEE/TUITION					
003677	MS DEPARTMENT OF ENV	94390TTTRAINING	0	2022	12	INV P	225.00	091622	292907 RISK ASSESSOR TEST
048835	BRANDT INSTRUMENTS,	3208	228221	2022	11	INV P	595.00	091622	292808 LEAD RISK ASSESMEN
ACCOUNT TOTAL							820.00		
ORG 001096 TOTAL							867.99		
001100		POLICE/PUB.SFTY		OTHER EXPENDABLE OFF.SPL					
001100	501000			2022	12	INV P	-195.12	091622	292948 2080 - 08-31-2022 C
004017	REGIONS CARDHOLDER S	2080 - 08-31-2022	0						
ACCOUNT TOTAL							-195.12		
001100	501200			EXPENDABLE OFF.SPL-LIFE					
003810	OFFICE PRODUCTS PLUS	991159-0	229482	2022	11	INV P	244.40	091622	292922 OFFICE SUPPLIES AND
ACCOUNT TOTAL							244.40		
001100	502000			MINOR OFFICE EQUIP/FURN.					
003810	OFFICE PRODUCTS PLUS	991280-0	229514	2022	11	INV P	859.69	091622	292922 OFFICE SUPPLIES & P
ACCOUNT TOTAL							859.69		

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2022/11 TO 2022/12			ACCOUNT/VENDOR		INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
001100	510000				CLEANING/JANITORIAL SPLY							
003810	OFFICE PRODUCTS PLUS	991159-0	229482	2022	11	INV	P	413.82	091622		292922	OFFICE SUPPLIES AND
					ACCOUNT TOTAL			413.82				
001100	511200				SUPPLIES-DOJ CORONA VIR							
003810	OFFICE PRODUCTS PLUS	990843-1	229457	2022	11	INV	P	1,439.58	091622		292922	CLOROX DISINFECTANT
					ACCOUNT TOTAL			1,439.58				
001100	535000				UNIFORMS, BADGES, ETC.							
003588	MID SOUTH UNIFORM &	631829	228497	2022	12	INV	P	195.85	091622		292900	OUTER VEST CARRIER
003588	MID SOUTH UNIFORM &	631948	228495	2022	12	INV	P	195.85	091622		292900	OUTER VEST CARRIER
								391.70				
003590	MIDSOUTH SOLUTIONS	188412	226818	2022	12	INV	P	78.00	091622		292901	BOOTS RODERICK ALLE
003590	MIDSOUTH SOLUTIONS	188429	225456	2022	12	INV	P	4,617.00	091622		292901	LONG SLEEVE SHIRTS
003590	MIDSOUTH SOLUTIONS	188442	226363	2022	12	INV	P	1,092.00	091622		292901	BOOTS FOR RECRUIT C
003590	MIDSOUTH SOLUTIONS	188446	225186	2022	12	INV	P	1,482.00	091622		292901	BOOTS FOR STOCK
								7,269.00				
003698	MS POLICE SUPPLY CO	I-5451	229325	2022	11	INV	P	1,113.00	091622		292908	DUTY BELT EQUIPMENT
					ACCOUNT TOTAL			8,773.70				
001100	535500				WEARING APPAREL							
003588	MID SOUTH UNIFORM &	632090	0	2022	12	INV	P	259.80	091622		292900	TROUSERS OR ASST. C
003590	MIDSOUTH SOLUTIONS	188447	229278	2022	12	INV	P	546.00	091622		292901	BOOTS FOR CLASS#40
003698	MS POLICE SUPPLY CO	I-5454	227118	2022	11	INV	P	2,200.00	091622		292908	STREAMLIGHTS FOR ST
003698	MS POLICE SUPPLY CO	I-5476	226834	2022	12	INV	P	3,757.75	091622		292908	DUTY BELT EQUIPMENT
								5,957.75				
004017	REGIONS CARDHOLDER S	1708 - 08-31-2022	0	2022	12	INV	P	468.94	091622		292948	1708 - 08-31-2022 C
					ACCOUNT TOTAL			7,232.49				
001100	546000				MINOR EQUIPMENT							
003645	MOORE'S LOCK AND KEY	29855	229551	2022	12	INV	P	118.00	091622		292905	MASTER #5 KEYS
003809	OFFICE DEPOT INC	261834813001	229461	2022	12	INV	P	979.84	091622		292921	USBS FOR CRIME SCEN
004256	SOLAR SUPPLY INC	3456825	229540	2022	11	INV	P	495.00	091622		292965	CYLINDER FOR RESOUR
					ACCOUNT TOTAL			1,592.84				
001100	559000				OTHER OPERATING MATL/SPLY							

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2022/11 TO 2022/12		ACCOUNT/VENDOR		INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
002170	AXON ENTERPRISE, INC	INUS098179	226944	2022 12	INV	P			4,086.00	091622	292801 TASER CARTRIDGES &
004176	SHERWIN-WILLIAMS COM	1906-6	229250	2022 12	INV	P			207.18	091622	292961 PAINT FOR CHANGE RE
ACCOUNT TOTAL									4,293.18		
001100	570000			MTR	VEHICLE	REP.	PTS/SPL				
002060	ADVANCE AUTO PARTS	5604223777329	229499	2022 11	INV	P			69.94	091622	292781 REPAIR PART FOR BAI
002060	ADVANCE AUTO PARTS	560422427787	229520	2022 11	INV	P			28.39	091622	292781 ENGINE SENSOR UNIT#
002060	ADVANCE AUTO PARTS	5604224377443	229571	2022 12	INV	P			80.41	091622	292781 REPAIR PARTS FOR ST
									178.74		
003074	HELLFIGHTERS USA	70537	227793	2022 11	INV	P			139.00	091622	292869 SPRINGS FOR MOTORS-
003818	O'REILLY AUTO PARTS	0943-406247	228533	2022 12	INV	P			337.45	091622	292918 REPAIR PARTS FOR UN
003818	O'REILLY AUTO PARTS	0943-410449	229057	2022 12	INV	P			365.76	091622	292918 COMPRESSOR UNIT#193
003818	O'REILLY AUTO PARTS	0943-411130	228950	2022 12	INV	P			27.70	091622	292918 HOSE FOR UNIT#19345
003818	O'REILLY AUTO PARTS	0943-413374	229153	2022 12	INV	P			13.88	091622	292918 SENSOR FOR UNIT#204
									744.79		
003915	PINE BELT CDJR, INC	67411	228580	2022 12	INV	P			17.00	091622	292931 REPAIR PART FOR UNI
003915	PINE BELT CDJR, INC	67412	228126	2022 12	INV	P			258.00	091622	292931 FILTERS FOR STOCK-H
003915	PINE BELT CDJR, INC	68565	229525	2022 11	INV	P			239.04	091622	292931 FILTERS FOR STOCK-H
									514.04		
ACCOUNT TOTAL									1,576.57		
001100	602700			MEDICAL							
003033	HATTIESBURG CLINIC P	8473902B	0	2022 12	INV	P			300.00	091622	292866 PSYCH EVALUATION AD
ACCOUNT TOTAL									300.00		
001100	604900			OTHER PROFESSIONAL	SERV.						
002160	AT&T MOBILITY	287308925627X090522	0	2022 12	INV	P			6,971.77	091622	292797 MB2016-287/PD GEOTA
002473	CIOX HEALTH	0385615863	0	2022 12	INV	P			74.15	091622	292825 MEDICAL RECORDS RET
002522	COMCAST	8.27.22	0	2022 12	INV	P			234.24	091622	292830 COMCAST POLICE DEPT
004017	REGIONS CARDHOLDER S	1708 - 08-31-2022	0	2022 12	INV	P			1,432.80	091622	292948 1708 - 08-31-2022 C
048985	WILLIARD D HOLIFIELD	20220721	228982	2022 12	INV	P			377.50	091622	293004 POLYGRAPH-HPD
ACCOUNT TOTAL									9,090.46		
001100	604921			NOLA EXPENSE							
004017	REGIONS CARDHOLDER S	1708 - 08-31-2022	0	2022 12	INV	P			1,026.96	091622	292948 1708 - 08-31-2022 C
ACCOUNT TOTAL									1,026.96		

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2022/11 TO 2022/12		ACCOUNT/VENDOR		INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
001100	606000										TELEPHONE AND TELEGRAPH
002158	AT&T	L2022	8.28.22		0	2022	12	INV P	202.00	091622	292791 AT&T 601 M23-9055 0
002158	AT&T	M3182220010593	8/22	0		2022	12	INV P	413.50	091622	292792 8/2022
									615.50		
002160	AT&T MOBILITY	287273578351X090822		0		2022	12	INV P	1,640.50	091622	292796 MB2016-287/WIRELESS
002160	AT&T MOBILITY	28728991377X090522		0		2022	12	INV P	7,061.27	091622	292795 MB2016-287/WIRELESS
									8,701.77		
048026	SOUTHERN BILLING	27288		0		2022	11	INV P	135.96	091622	292966 METRO PHONE SERVICE
									ACCOUNT TOTAL	9,453.23	
001100	611000										TRAVEL EXPENSE
002349	BUCKHALTER, LASHUAND	95130T		0		2022	11	INV P	184.00	091622	292810 TRAVEL ADVANCE SGT.
									ACCOUNT TOTAL	184.00	
001100	6112MC										TRVL EXP - VICTIM'S ADV MUN CT
004017	REGIONS CARDHOLDER S	2080 - 08-31-2022		0		2022	12	INV P	2,264.00	091622	292948 2080 - 08-31-2022 C
047318	ADAMSON STEVEN	93520T ADAMSON		0		2022	11	INV P	48.44	091622	292780 TRAVEL REIMBURSEMEN
									ACCOUNT TOTAL	2,312.44	
001100	612000										FREIGHT
004495	ULINE	153139889		229497		2022	12	INV P	93.36	091622	292990 JANITORIAL SUPPLIES
004495	ULINE	153203466		229522		2022	12	INV P	58.43	091622	292990 HARD SURFACE CHAIR
									151.79		
									ACCOUNT TOTAL	151.79	
001100	630500										ELECTRICITY
003700	MS POWER COMPANY	E2022 8.23		0		2022	11	INV P	13,667.45	091622	292909 MS POWER VARIOUS DE
003700	MS POWER COMPANY	E2022 8.31.22		0		2022	12	INV P	5,556.16	091622	292909 MS POWER VARIOUS DE
									19,223.61		
									ACCOUNT TOTAL	19,223.61	
001100	638400										MOTOR VEHICLE EQ. R&M
002035	AAMCO TRANSMISSION (	I145113		0		2022	12	INV P	943.28	091622	292778 REPAIRS TO UNIT#167
002169	AUTOMOTIVE GLASS SPE	I251295		229435		2022	12	INV P	310.00	091622	292800 WINDSHIELD REPLACE
002565	COURTESY MOTORS INC	307948		228673		2022	12	INV P	130.54	091622	292836 PROGRAM KEY FOR UNI
003389	LARRY'S WRECKER SERV	10032		0		2022	12	INV P	55.00	091622	292886 TOWING OF UNIT#1934

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2022/11 TO 2022/12												
ACCOUNT/VENDOR				INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION	
003389	LARRY'S	WRECKER	SERV	10040	0	2022	12	INV	P	65.00	091622	292886 TOWING OF UNIT#2046
003389	LARRY'S	WRECKER	SERV	10044	0	2022	12	INV	P	65.00	091622	292886 TOWING OF UNIT#2046
003389	LARRY'S	WRECKER	SERV	110032	0	2022	12	INV	P	55.00	091622	292886 TOWING OF UNIT#1934
003389	LARRY'S	WRECKER	SERV	9795	0	2022	12	INV	P	55.00	091622	292886 TOWING OF VEHICLE F
										295.00		
003966	PREMIER	WINDOW	TINTI	6081	228642	2022	12	INV	P	200.00	091622	292940 WINDOW TINT FOR UNI
003966	PREMIER	WINDOW	TINTI	6109	226998	2022	12	INV	P	140.00	091622	292940 WINDOW TINT FOR UNI
										340.00		
ACCOUNT TOTAL										2,018.82		
001100	641000				OFFICE EQUIPMENT RENT							
004057	RJ	YOUNG	COMPANY	INV4888574	0	2022	11	INV	P	250.00	091622	292953 MB#2021-285 AMDIN C
004057	RJ	YOUNG	COMPANY	INV4896340	0	2022	11	INV	P	341.52	091622	292953 MB#2020-678 DETECTI
004057	RJ	YOUNG	COMPANY	INV4938415	0	2022	11	INV	P	312.40	091622	292953 MB#2021-285 ADMIN C
										903.92		
ACCOUNT TOTAL										903.92		
001100	641700				MOTORCYCLE RENT							
002343	BRUCE	ROSSMEYERS	DAY	10012022	0	2022	12	INV	P	13,500.00	091622	292809 MB 2021-123 MOTOR L
ACCOUNT TOTAL										13,500.00		
001100	684700				CONTINUING EDUCATION							
004513	UNIVERSITY OF	SOUTHE	FALL2022		0	2022	11	INV	P	5,004.00	091622	292992 FALL 2022 TUITION P
ACCOUNT TOTAL										5,004.00		
001100	739900				OTHER EQUIPMENT							
003135	HOWARD	COMPUTERS	INC	22-00558899	229107	2022	11	INV	P	720.00	091622	292870 TWO QUOTE - LAPTOPS
003135	HOWARD	COMPUTERS	INC	22-00558900	229107	2022	11	INV	P	1,320.00	091622	292870 TWO QUOTE - LAPTOPS
										2,040.00		
003588	MID SOUTH	UNIFORM &		631483	228923	2022	11	INV	P	12,862.95	091622	292900 REPLACEMENT & LATER
004495	ULINE			153139889	229497	2022	12	INV	P	935.78	091622	292990 JANITORIAL SUPPLIES
004495	ULINE			153203466	229522	2022	12	INV	P	998.71	091622	292990 HARD SURFACE CHAIR
										1,934.49		
ACCOUNT TOTAL										16,837.44		
ORG 001100 TOTAL										106,237.82		

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2022/11 TO 2022/12		ACCOUNT/VENDOR		INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
001131				JOINT P&F TRNG.							
001131	559100			OTHER OPER.MATLS-FULL R							
003812	OK FINE PRODUCTIONS	82222HPFA		228396	2022 12	INV	P		1,960.00	091622	292923 P/F TRAINING EQUIPM
				ACCOUNT TOTAL					1,960.00		
001131	630000			GAS							
004321	SPIRE	G2022 9.6.22		0	2022 12	INV	P		23.86	091622	292974 SPIRE VARIOUS DEPT
004321	SPIRE	G2022 9/6/22		0	2022 12	INV	P		143.48	091622	292974 SPIRE (WILLMUT GAS)
									167.34		
				ACCOUNT TOTAL					167.34		
001131	644900			OTHER RENT							
004057	RJ YOUNG COMPANY	INV4920032		0	2022 11	INV	P		417.62	091622	292953 P/F COPIER RENTAL
004494	U SAVE AUTO RENTAL	23837		0	2022 12	INV	P		189.13	091622	292989 P/F VAN RENTAL RECR
004682	WOOLWINE LLC DBA DEA	23756		0	2022 11	INV	P		188.24	091622	293006 P/F VAN RENT TO TAK
				ACCOUNT TOTAL					794.99		
001131	6845PO			REGISTRATION-POLICE							
004331	STATE FIRE ACADEMY	29626		0	2022 12	INV	P		60.00	091622	292980 P/F CANCELLATION FE
004331	STATE FIRE ACADEMY	29635		0	2022 12	INV	P		365.00	091622	292980 P/F REG FEE FOR T.H
									425.00		
				ACCOUNT TOTAL					425.00		
				ORG 001131	TOTAL				3,347.33		
001160				FIRE DIVISION							
001160	501000			OTHER EXPENDABLE OFF.SPL							
003810	OFFICE PRODUCTS PLUS	990694-0		229436	2022 12	INV	P		280.62	091622	292922 HFD FIRE ADMIN JANI
003810	OFFICE PRODUCTS PLUS	990694-1		229436	2022 11	INV	P		201.49	091622	292922 HFD FIRE ADMIN JANI
003810	OFFICE PRODUCTS PLUS	990694-2		229436	2022 12	INV	P		40.20	091622	292922 HFD FIRE ADMIN JANI
									522.31		
				ACCOUNT TOTAL					522.31		
001160	510000			CLEANING/JANITORIAL SPLY							
002472	CINTAS FIRST AID J71	4129627973		0	2022 11	INV	P		27.89	091622	292824 HFD JANITORIAL AND
002472	CINTAS FIRST AID J71	4129923487		0	2022 12	INV	P		127.23	091622	292824 HFD STATION 9 JANIT
002472	CINTAS FIRST AID J71	4130334272		0	2022 12	INV	P		27.89	091622	292824 HFD JANITORIAL AND
									183.01		
003810	OFFICE PRODUCTS PLUS	990694-0		229436	2022 12	INV	P		94.96	091622	292922 HFD FIRE ADMIN JANI

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2022/11 TO 2022/12		PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
ACCOUNT/VENDOR	INVOICE							
003810 OFFICE PRODUCTS PLUS	990694-3	229436	2022 11	INV	P	31.54	091622	292922 HFD FIRE ADMIN JANI
						126.50		
048909 BRADY COMPANIES, LLC	7504505	229502	2022 12	INV	P	1,325.28	091622	292807 HFD JANITORIAL SUPP
						1,634.79		
001160 512000								
002735 EMERGENCY MEDICAL PR	2477687	229564	2022 12	INV	P	780.90	091622	292845 HFD ADULT AND PEDIA
						780.90		
001160 535000								
003588 MID SOUTH UNIFORM &	631865	227716	2022 12	INV	P	1,712.00	091622	292900 HFD UNIFORMS FOR AL
003588 MID SOUTH UNIFORM &	632017	228663	2022 12	INV	P	4,641.00	091622	292900 HFD UNIFORMS FOR AL
						6,353.00		
003744 NAFECO-NORTH AMERICA	1163460	229438	2022 12	INV	P	904.62	091622	292914 HFD UNIFORMS FOR AL
004501 UNIFORM SURPLUS OF A	000001	228998	2022 12	INV	P	4,800.00	091622	292991 HFD UNIFORMS FOR AL
004501 UNIFORM SURPLUS OF A	00002	229166	2022 12	INV	P	4,121.25	091622	292991 HFD UNIFORMS FOR AL
						8,921.25		
						16,178.87		
001160 535500								
002733 EMERGENCY EQUIPMENT	474062	226765	2022 12	INV	P	1,740.80	091622	292844 HFD FIREFIGHTING HE
						1,740.80		
001160 604900								
002074 ALABAMA FIRE COLLEGE	6850	229191	2022 11	INV	P	520.00	091622	292784 HFD INSPECTOR SIMMO
002160 AT&T MOBILITY	287273578351X090822	0	2022 12	INV	P	215.06	091622	292796 MB2016-287/WIRELESS
						735.06		
001160 606000								
002160 AT&T MOBILITY	287290217384X090522	0	2022 12	INV	P	1,411.88	091622	292794 MB2016-287/WIRELESS
						1,411.88		
001160 611000								
004017 REGIONS CARDHOLDER S	1708 - 08-31-2022	0	2022 12	INV	P	445.00	091622	292948 1708 - 08-31-2022 C
004017 REGIONS CARDHOLDER S	9492 - 08-31-2022	0	2022 12	INV	P	866.88	091622	292948 9492 - 08-31-2022 C
						1,311.88		
						1,311.88		

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2022/11 TO 2022/12		ACCOUNT/VENDOR		INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
001160	612000										
											FREIGHT
003744	NAFECO-NORTH AMERICA	1162320	228624	2022	11	INV	P		12.17	091622	292914 HFD TURNOUTS FOR NE
003744	NAFECO-NORTH AMERICA	1163460	229438	2022	12	INV	P		23.38	091622	292914 HFD UNIFORMS FOR AL
									35.55		
004465	TRUCKPRO LLC	039-0707449	229563	2022	11	INV	P		28.93	091622	292986 HFD UNIT # 14517 RE
									64.48		ACCOUNT TOTAL
001160	630000										
											GAS
004321	SPIRE	G2022 8.26	0	2022	11	INV	P		127.05	091622	292974 SPIRE 5033 OLD HWY
004321	SPIRE	G2022 9.6.22	0	2022	12	INV	P		128.05	091622	292974 SPIRE VARIOUS DEPT
									255.10		
									255.10		ACCOUNT TOTAL
001160	630500										
											ELECTRICITY
003700	MS POWER COMPANY	E2022 8.23	0	2022	11	INV	P		2,981.67	091622	292909 MS POWER VARIOUS DE
003700	MS POWER COMPANY	E2022 8.31.22	0	2022	12	INV	P		2,048.83	091622	292909 MS POWER VARIOUS DE
									5,030.50		
003873	PEARL RIVER VALLEY E	2022 8.24.22	0	2022	12	INV	P		914.16	091622	292929 PRVEPA VARIOUS DEPT
004282	SOUTHERN PINE ELECTR	E2022 9.1.22	0	2022	12	INV	P		923.25	091622	292969 SOUTHERN PINE STREE
004282	SOUTHERN PINE ELECTR	E2022 9.2.22	0	2022	12	INV	P		80.62	091622	292969 SOUTHERN PINE ELECT
									1,003.87		
									6,948.53		ACCOUNT TOTAL
001160	631500										
											WATER
002146	ARNOLD LINE WATER AS	T2022 8.18.22	0	2022	11	INV	P		68.00	091622	292790 ARNOLD WATER FIRE D
048680	RAWLS SPRINGS UTILIT	T2022 8.15	0	2022	11	INV	P		57.93	091622	292945 RAWLS SPGS UTILITY
									125.93		ACCOUNT TOTAL
001160	635000										
											BUILDING R&M
004256	SOLAR SUPPLY INC	3456581	229323	2022	11	INV	P		4,268.99	091622	292965 HFD STATION 5 ADDIT
									4,268.99		ACCOUNT TOTAL
001160	641000										
											OFFICE EQUIPMENT RENT
004050	RICOH CORP	5065452340	0	2022	12	INV	P		82.48	091622	292951 HFD FIRE ADMIN COPI
									82.48		ACCOUNT TOTAL
001160	642500										
											CYLINDER RENT

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2022/11 TO 2022/12											
ACCOUNT/VENDOR		INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION		
002071	AIRGAS USA LLC (NORD	9990885852	0	2022 12	INV	P	42.18 091622	292782	HFD LARGE OXYGEN BO		
004273	SOUTHERN GAS & SUPPL	37193622	0	2022 12	INV	P	89.06 091622	292967	HFD MEDICAL OXYGEN		
ACCOUNT TOTAL							131.24				
001160	643500			MOP-MAT-RAG RENT							
002472	CINTAS FIRST AID J71	4129628694	0	2022 11	INV	P	54.98 091622	292824	HFD FIRE ADMIN MAT		
ACCOUNT TOTAL							54.98				
ORG 001160 TOTAL							36,248.22				
001180				LAND DEVEL.ADM.							
001180	500300			PAPER							
004328	STAPLES	3515845330	229424	2022 12	INV	P	156.60 091622	292977	OFFICE SUPPLIES FOR		
004328	STAPLES	3515955697	229424	2022 12	INV	P	278.35 091622	292977	OFFICE SUPPLIES FOR		
004328	STAPLES	3516521403	0	2022 12	INV	P	222.68 091622	292977	PO 229424 - ITEM #		
							657.63				
ACCOUNT TOTAL							657.63				
001180	501000			OTHER EXPENDABLE OFF.SPL							
004328	STAPLES	8066510270	0	2022 12	INV	P	27.40 091622	292977	PO # 228308 - ITEM		
004328	STAPLES	INV 3509994566	0	2022 12	INV	P	13.64 091622	292977	PO # 228308 - ITEM		
							41.04				
ACCOUNT TOTAL							41.04				
001180	535500			WEARING APPAREL							
003216	J M H GRAPHICS	35766	229561	2022 12	INV	P	425.94 091622	292874	APPAREL FOR LAND CO		
ACCOUNT TOTAL							425.94				
001180	546000			MINOR EQUIPMENT							
004328	STAPLES	3507757296	0	2022 11	INV	P	71.55 091622	292977	STAPLES INVOICE CLE		
004328	STAPLES	INV 3507757296	0	2022 12	INV	P	71.55 091622	292977	PO # 227812-ITEM #		
							143.10				
ACCOUNT TOTAL							143.10				
001180	570000			MTR VEHICLE REP. PTS/SPL							
004514	UNIVERSITY TIRE & SE	201318	229478	2022 11	INV	P	1,474.46 091622	292993	UNIT# 15915 TUNE UP		
048827	CARQUEST	14758-15381	229476	2022 11	INV	P	162.92 091622	292817	UNIT # 14684 WATER		
ACCOUNT TOTAL							1,637.38				
001180	601400			ASBESTOS REMOVAL							

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2022/11 TO 2022/12		PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
ACCOUNT/VENDOR	INVOICE							
002288 BONNER ANALYTICAL TE	77663	0	2022 11	INV	P	425.49 091622	292805	ASBESTOS TESTING FO
ACCOUNT TOTAL						425.49		
001180 601800					LOT CLEARING			
003718 MSP ENTERPRISES, LLC	090422-0	0	2022 12	INV	P	434.79 091622	292912	LOT CLEARING - 313
003718 MSP ENTERPRISES, LLC	090422-1	0	2022 12	INV	P	458.54 091622	292912	LOT CLEARING - 315
003718 MSP ENTERPRISES, LLC	090422-2	0	2022 12	INV	P	915.62 091622	292912	LOT CLEARING - 402
003718 MSP ENTERPRISES, LLC	090422-3	0	2022 12	INV	P	434.79 091622	292912	LOT CLEARING - 123
003718 MSP ENTERPRISES, LLC	090422-4	0	2022 12	INV	P	317.50 091622	292912	LOT CLEARING - 104
003718 MSP ENTERPRISES, LLC	090422-5	0	2022 12	INV	P	486.04 091622	292912	LOT CLEARING - 426
003718 MSP ENTERPRISES, LLC	090422-6	0	2022 12	INV	P	356.25 091622	292912	LOT CLEARING - 1406
003718 MSP ENTERPRISES, LLC	090422-7	0	2022 12	INV	P	308.75 091622	292912	LOT CLEARING - 86 C
003718 MSP ENTERPRISES, LLC	090422-8	0	2022 12	INV	P	130.00 091622	292912	LOT CLEARING - 2504
						3,842.28		
048257 RILEY CHARLES DANIEL	INV00690	0	2022 11	INV	P	3,800.00 091622	292952	TREE REMOVAL AT 107
ACCOUNT TOTAL						7,642.28		
001180 606000					TELEPHONE AND TELEGRAPH			
002160 AT&T MOBILITY	287273578351X090822	0	2022 12	INV	P	928.11 091622	292796	MB2016-287/WIRELESS
ACCOUNT TOTAL						928.11		
001180 611000					TRAVEL EXPENSE			
004017 REGIONS CARDHOLDER S	1346 - 08-31-2022	0	2022 12	INV	P	774.00 091622	292948	1346 - 08-31-2022 C
ACCOUNT TOTAL						774.00		
001180 620000					PRINTING			
004057 RJ YOUNG COMPANY	INV4788576	0	2022 11	INV	P	415.32 091622	292953	MB:2020-302-303 BUI
004057 RJ YOUNG COMPANY	INV4922687	0	2022 11	INV	P	72.52 091622	292953	MB:2020-302-303 BUI
						487.84		
ACCOUNT TOTAL						487.84		
001180 638400					MOTOR VEHICLE EQ. R&M			
002060 ADVANCE AUTO PARTS	5604224377421	229562	2022 12	INV	P	81.77 091622	292781	UNIT # 18548 - WIND
ACCOUNT TOTAL						81.77		
001180 639800					TOW IN CHARGES			
003389 LARRY'S WRECKER SERV	10105	0	2022 12	INV	P	75.00 091622	292886	TOWING CHARGE FOR U
ACCOUNT TOTAL						75.00		
ORG 001180 TOTAL						13,319.58		

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2022/11 TO 2022/12											
ACCOUNT/VENDOR		INVOICE		PO	YEAR/PR TYP S			WARRANT	CHECK	DESCRIPTION	
				P/S CONTRAC.SER							
001190				MEDICAL							
001190	602700										
002960	GULF GUARANTY EMPLOY	220825154918		0	2022	12	INV	P	5,626.56	091622	292864 INMATES MEDICAL BIL
ACCOUNT TOTAL								5,626.56			
				JAIL EXPENSE							
001190	681500										
002960	GULF GUARANTY EMPLOY	220825154918		0	2022	12	INV	P	1,772.93	091622	292864 INMATES MEDICAL BIL
003371	LAMAR CTY SHERIFF	7.1.27.31.22		0	2022	12	INV	P	90.00	091622	292883 JULY 2022 HOUSING O
003371	LAMAR CTY SHERIFF	8.1.22-8.31.22		0	2022	12	INV	P	690.00	091622	292883 HOUSING INMATES AUG
								780.00			
ACCOUNT TOTAL								2,552.93			
ORG 001190 TOTAL								8,179.49			
				TRAFFIC MAINT.							
001191	501000										
001191	501000										
004017	REGIONS CARDHOLDER S	1346 - 08-31-2022		0	2022	12	INV	P	233.56	091622	292948 1346 - 08-31-2022 C
ACCOUNT TOTAL								233.56			
				TRAFFIC SIGNS							
001191	554500										
004555	VULCAN SIGNS	R22795		229068	2022	12	INV	P	4,994.75	091622	292995 TRAFFIC STREET SIGN
ACCOUNT TOTAL								4,994.75			
				ELECTRICAL SUPPLIES							
001191	560500										
002901	GILKEY ELECTRIC SUPP	360638		229357	2022	12	INV	P	802.26	091622	292858 LIGHT POLES
ACCOUNT TOTAL								802.26			
				TELEPHONE AND TELEGRAPH							
001191	606000										
002160	AT&T MOBILITY	287273578351X090822		0	2022	12	INV	P	71.61	091622	292796 MB2016-287/WIRELESS
ACCOUNT TOTAL								71.61			
				ELECTRICITY							
001191	630500										
003700	MS POWER COMPANY	E2022 8.23		0	2022	11	INV	P	1,775.58	091622	292909 MS POWER VARIOUS DE
ACCOUNT TOTAL								1,775.58			
				UNIFORM RENT							
001191	643000										
002471	CINTAS CORPORATION #	4129625932		0	2022	11	INV	P	25.00	091622	292822 TRAFFIC UNIFORM SC
002471	CINTAS CORPORATION #	4130333090		0	2022	12	INV	P	25.00	091622	292823 TRAFFIC UNIFORM S
002471	CINTAS CORPORATION #	4131002032		0	2022	12	INV	P	25.00	091622	292823 TRAFFIC UNIFORM S
								75.00			

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2022/11 TO 2022/12				ACCOUNT/VENDOR		INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION	
								ACCOUNT TOTAL		75.00				
001191	643500			MOP-MAT-RAG RENT										
002471	CINTAS CORPORATION # 4129625542	0	2022	11	INV	P	7.70	091622	292823	TRAFFIC SC/82000447				
002471	CINTAS CORPORATION # 4130332913	0	2022	12	INV	P	7.70	091622	292823	TRAFFIC MATS SC/8				
002471	CINTAS CORPORATION # 4131001631	0	2022	12	INV	P	7.70	091622	292823	TRAFFIC MATS SC/8				
							23.10							
								ACCOUNT TOTAL		23.10				
001191	684500			REGISTRATION FEE/TUITION										
004017	REGIONS CARDHOLDER S 1286 - 08-31-2022	0	2022	12	INV	P	655.00	091622	292948	1286 - 08-31-2022 C				
								ACCOUNT TOTAL		655.00				
001191	687000			CUSTODIAL SERVICE										
002037	AB SUPPORT SERVICES 4B1006	225889	2022	11	INV	P	325.00	091622	292779	MB# 2022-58 JANITOR				
								ACCOUNT TOTAL		325.00				
								ORG 001191 TOTAL		8,955.86				
001201	STREET DIV.													
001201	540000			ASPHALT & ASPHALT PROD.										
002442	CENTRAL PIPE SUPPLY S100308427.001	229541	2022	12	INV	P	1,950.00	091622	292818	PERMA PATCH/BAG OF				
								ACCOUNT TOTAL		1,950.00				
001201	570000			MTR VEHICLE REP. PTS/SPL										
002166	AUTO ARMATURE SERVIC 29148	229566	2022	12	INV	P	199.95	091622	292799	BATTERY/UNIT 20050				
004597	WATERS INTERNATIONAL 08P836360	229511	2022	12	INV	P	72.23	091622	293001	U JOINT KIT 1710-DS				
004597	WATERS INTERNATIONAL 08P836981	229554	2022	12	INV	P	307.13	091622	293001	PART FOR UNIT#16083				
							379.36							
								ACCOUNT TOTAL		579.31				
001201	575500			AGRICLTR REPAIR PTS/SPL										
002484	CLARKE MOSQUITO CONT 5101601	228773	2022	12	INV	P	1,952.69	091622	292826	PART NUMBER 11201				
								ACCOUNT TOTAL		1,952.69				
001201	604900			OTHER PROFESSIONAL SERV.										
002778	FAIRLEY, BILLY RAY 1	0	2022	12	INV	P	600.00	091622	292849	REPAIR CURB/218 S 1				
002778	FAIRLEY, BILLY RAY 2	0	2022	12	INV	P	600.00	091622	292849	REPAIR CURB 218 S 2				
							1,200.00							
003825	OWENS BUSINESS MACHI 450814	0	2022	12	INV	P	630.00	091622	292924	CONTRACT EQUIPMENT				

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2022/11 TO 2022/12											
ACCOUNT/VENDOR		INVOICE	PO	YEAR/PR	TYP	S	WARRANT		CHECK	DESCRIPTION	
047034	BUGZ LAWN CARE	14	0	2022 12	INV	P	1,200.00	091622	292811	LANDSCAPE MAINTENAN	
048676	PROCARE LANDS	5	0	2022 11	INV	P	6,000.00	091622	292941	MAINTENANCE ON CLAS	
048836	PAYTON, RAY A.	9929	0	2022 12	INV	P	1,500.00	091622	292927	MONTHLY MAINTENANCE	
048966	MARTINEZ DAVID J	102	0	2022 11	INV	P	1,750.00	091622	292895	WEEKLY MAINTENANCE/	
ACCOUNT TOTAL							12,280.00				
001201 612000 FREIGHT											
002484	CLARKE MOSQUITO CONT	5101601	228773	2022 12	INV	P	72.32	091622	292826	PART NUMBER 11201	
ACCOUNT TOTAL							72.32				
ORG 001201 TOTAL							16,834.32				
001202 STREET LIGHTS											
001202 630500 ELECTRICITY											
003700	MS POWER COMPANY	69950-23022	8/22	0	2022 12	INV	P	255.14	091622	292910	CAMERA-9 MCCALL ST
003700	MS POWER COMPANY	E2022	8.23	0	2022 11	INV	P	102,239.58	091622	292909	MS POWER VARIOUS DE
003700	MS POWER COMPANY	E2022	8.23.22	0	2022 11	INV	P	153.14	091622	292909	MS POWER 514 NORTH
003700	MS POWER COMPANY	E2022	8.30.22	0	2022 12	INV	P	186.61	091622	292909	MS POWER VARIOUS DE
003700	MS POWER COMPANY	E2022	8.31.22	0	2022 12	INV	P	3,428.74	091622	292909	MS POWER VARIOUS DE
							106,263.21				
003873	PEARL RIVER VALLEY E	2022	8.22.22	0	2022 11	INV	P	46.27	091622	292929	PRVEPA ACCT # 46099
003873	PEARL RIVER VALLEY E	2022	8.24.22	0	2022 12	INV	P	1,597.64	091622	292929	PRVEPA VARIOUS DEPT
003873	PEARL RIVER VALLEY E	2022	8.25	0	2022 12	INV	P	267.07	091622	292929	PRVEPA LAMR BLVD LI
003873	PEARL RIVER VALLEY E	2022	8.31.22	0	2022 12	INV	P	396.00	091622	292929	PRVEPA VARIOUS DEPT
							2,306.98				
004282	SOUTHERN PINE ELECTR	E2022	9.1.22	0	2022 12	INV	P	2,939.62	091622	292969	SOUTHERN PINE STREE
004282	SOUTHERN PINE ELECTR	E2022	9.2.22	0	2022 12	INV	P	64.87	091622	292969	SOUTHERN PINE ELECT
							3,004.49				
ACCOUNT TOTAL							111,574.68				
ORG 001202 TOTAL							111,574.68				
001203 ENGR/PUBLIC SER											
001203 501000 OTHER EXPENDABLE OFF.SPL											
004017	REGIONS CARDHOLDER S	2080 - 08-31-2022	0	2022 12	INV	P	33.14	091622	292948	2080 - 08-31-2022 C	
ACCOUNT TOTAL							33.14				
001203 502000 MINOR OFFICE EQUIP/FURN.											
004017	REGIONS CARDHOLDER S	1708 - 08-31-2022	0	2022 12	INV	P	106.99	091622	292948	1708 - 08-31-2022 C	

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2022/11 TO 2022/12				ACCOUNT/VENDOR		INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
ACCOUNT TOTAL											106.99		
001203	601500												
003764	NEEL-SCHAFFER INC	1080344-1080666	0	ENGINEERING	2022 12	INV	P	9,166.66	091622		292916	MB	2021-373 MS4 PRO
ACCOUNT TOTAL											9,166.66		
001203	606000												
002160	AT&T MOBILITY	287273578351x090822	0	TELEPHONE AND TELEGRAPH	2022 12	INV	P	214.68	091622		292796	MB	2016-287/WIRELESS
002160	AT&T MOBILITY	28728991377x090522	0		2022 12	INV	P	52.18	091622		292795	MB	2016-287/WIRELESS
											266.86		
ACCOUNT TOTAL											266.86		
001203	611000												
004098	RUTLAND, LAMAR	83022	0	TRAVEL EXPENSE	2022 11	INV	P	230.00	091622		292956	TRAVEL	REIMBURSEMEN
ACCOUNT TOTAL											230.00		
001203	613000												
002798	FEDERAL EXPRESS	7-883-16681	0	MESSENGER/EXPRESS SERV.	2022 12	INV	P	33.51	091622		292851	ENGINEERING	-PACKAGE
ACCOUNT TOTAL											33.51		
001203	630000												
004321	SPIRE	G2022 9.6.22	0	GAS	2022 12	INV	P	30.29	091622		292974	SPIRE	VARIOUS DEPT
ACCOUNT TOTAL											30.29		
001203	630500												
003700	MS POWER COMPANY	E2022 8.23	0	ELECTRICITY	2022 11	INV	P	688.88	091622		292909	MS POWER	VARIOUS DE
ACCOUNT TOTAL											688.88		
001203	641000												
004057	RJ YOUNG COMPANY	4892884	0	OFFICE EQUIPMENT RENT	2022 11	INV	P	262.00	091622		292953	CONTRACT	INVOICE PA
ACCOUNT TOTAL											262.00		
001203	687000												
002037	AB SUPPORT SERVICES	4B1006	225889	CUSTODIAL SERVICE	2022 11	INV	P	425.00	091622		292779	MB#	2022-58 JANITOR
ACCOUNT TOTAL											425.00		
ORG 001203 TOTAL											11,243.33		
SHOP DIVISION													
001204	525000												
004592	WASTE OIL COLLECTORS	0026051	229298	GAS AND OIL	2022 11	INV	P	280.00	091622		293000	P/U USED	DRUM FILTE
ACCOUNT TOTAL											280.00		

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2022/11 TO 2022/12		INVOICE	PO	YEAR/PR	TYP S	WARRANT	CHECK	DESCRIPTION
ACCOUNT/VENDOR								
001204 570000				MTR VEHICLE REP.	PTS/SPL			
004597 WATERS INTERNATIONAL	08P827755	227489	2022 11	INV P		220.30 091622		293001 WATER PUMP FOR UNIT
048827 CARQUEST	14758-12910	228567	2022 12	INV P		73.99 091622		292817 SPIN ON FILTER-06/2
				ACCOUNT TOTAL		294.29		
001204 599000				OTHER REPAIR/MAINT.	SPL.			
002071 AIRGAS USA LLC (NORD	9990885850	0	2022 12	INV P		418.11 091622		292782 CYLINDER RENTAL/PW
				ACCOUNT TOTAL		418.11		
001204 630000				GAS				
004321 SPIRE	G2022 9.6.22	0	2022 12	INV P		21.29 091622		292974 SPIRE VARIOUS DEPT
				ACCOUNT TOTAL		21.29		
001204 630500				ELECTRICITY				
003700 MS POWER COMPANY	E2022 8.23	0	2022 11	INV P		54.62 091622		292909 MS POWER VARIOUS DE
				ACCOUNT TOTAL		54.62		
001204 643000				UNIFORM RENT				
002471 CINTAS CORPORATION #	4129625825	0	2022 11	INV P		61.89 091622		292822 UNIFORM RENTAL/PW S
002471 CINTAS CORPORATION #	4130333113	0	2022 12	INV P		61.89 091622		292822 UNIFORM RENTAL/PW S
002471 CINTAS CORPORATION #	4131001979	0	2022 12	INV P		61.89 091622		292822 UNIFORM RENTAL/PW S
						185.67		
				ACCOUNT TOTAL		185.67		
				ORG 001204 TOTAL		1,253.98		
001205				G O & F S DIV.				
001205 630500				ELECTRICITY				
003700 MS POWER COMPANY	E2022 8.23	0	2022 11	INV P		74.83 091622		292909 MS POWER VARIOUS DE
				ACCOUNT TOTAL		74.83		
				ORG 001205 TOTAL		74.83		
001206				DRAINAGE DIV.				
001206 542000				DRAINAGE PIPE & CULVERTS				
004284 SOUTHERN PIPE & SUPP	7022771-00	229258	2022 12	INV P		936.80 091622		292970 PIPE - ENGINEERING
				ACCOUNT TOTAL		936.80		
001206 606000				TELEPHONE AND TELEGRAPH				
002160 AT&T MOBILITY	287273578351X090822	0	2022 12	INV P		483.35 091622		292796 MB2016-287/WIRELESS
002160 AT&T MOBILITY	287290252011X090522	0	2022 12	INV P		1,651.18 091622		292793 MB206-287/WIRELESS

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2022/11 TO 2022/12		ACCOUNT/VENDOR		INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
											2,134.53
											ACCOUNT TOTAL
											2,134.53
001206	721501										FACILITIES IMPROVEMENT
004058	RJM MCQUEEN CONTRACT 2674				0	2022 12	INV	P	39,466.00	091622	292955 MB 2020-179 LINDEN
											ACCOUNT TOTAL
											39,466.00
001206	729500										OTHER IMPROVEMENTS
004058	RJM MCQUEEN CONTRACT 2669				0	2022 12	INV	P	3,390.50	091622	292955 MB 2020-179 DARBY &
											ACCOUNT TOTAL
											3,390.50
											ORG 001206 TOTAL
											45,927.83
001207											CONSTRUCTION
001207	535500										WEARING APPAREL
003216	J M H GRAPHICS	35505			229361	2022 11	INV	P	909.00	091622	292874 EVENT T-SHIRTS FOR
											ACCOUNT TOTAL
											909.00
001207	545000										HAND TOOLS
004017	REGIONS CARDHOLDER S 1286 - 08-31-2022				0	2022 12	INV	P	418.78	091622	292948 1286 - 08-31-2022 C
											ACCOUNT TOTAL
											418.78
001207	559000										OTHER OPERATING MATL/SPLY
002887	GARY'S SMALL ENGINE	082622			229265	2022 11	INV	P	82.99	091622	292857 PART TO REPAIR SAWS
002901	GILKEY ELECTRIC SUPP	360540			229336	2022 11	INV	P	175.00	091622	292858 STEPLADDER/CONST DE
											ACCOUNT TOTAL
											257.99
001207	560000										BUILDING MATERIALS & SPLY
002714	ECONOMY SUPPLY CO	082468			229496	2022 11	INV	P	47.70	091622	292840 THRU THE ROOF/CAULK
002714	ECONOMY SUPPLY CO	082517			229531	2022 11	INV	P	249.90	091622	292840 ROOFING MATERIAL FO
											297.60
002901	GILKEY ELECTRIC SUPP	361065			229493	2022 11	INV	P	347.79	091622	292858 MATERIAL FOR FLOAT/
											ACCOUNT TOTAL
											645.39
001207	560500										ELECTRICAL SUPPLIES
004017	REGIONS CARDHOLDER S 1286 - 08-31-2022				0	2022 12	INV	P	139.88	091622	292948 1286 - 08-31-2022 C
											ACCOUNT TOTAL
											139.88
001207	565000										PAINT AND PAINTING SPLY.
004017	REGIONS CARDHOLDER S 2080 - 08-31-2022				0	2022 12	INV	P	551.88	091622	292948 2080 - 08-31-2022 C

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2022/11 TO 2022/12				ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
							ACCOUNT TOTAL			551.88		
001207	604900						OTHER PROFESSIONAL SERV.					
002523	COMCAST	CABLEVISION	082722		0	2022	12	INV	P	141.11	091622	292831 CABLEACCT#839641073
003191	INTERFACE	SECURITY S	20299226		0	2022	12	INV	P	46.99	091622	292873 SECURITY SYSTEM/TWI
							ACCOUNT TOTAL			188.10		
001207	606000						TELEPHONE AND TELEGRAPH					
002160	AT&T	MOBILITY	287273578351X090822		0	2022	12	INV	P	123.22	091622	292796 MB2016-287/WIRELESS
							ACCOUNT TOTAL			123.22		
001207	636500						OFFICE EQUIPMENT R&M					
002716	EDDIE PEARSON	ROOFIN	2027		229316	2022	12	INV	P	780.00	091622	292841 ROOF REPAIR/CONST D
002716	EDDIE PEARSON	ROOFIN	2028		229316	2022	12	INV	P	2,080.00	091622	292841 ROOF REPAIR/CONST D
										2,860.00		
							ACCOUNT TOTAL			2,860.00		
001207	638300						GENERATOR R&M					
002672	DOLEAC	ELECTRIC CO I	YMCA-X1		228336	2022	12	INV	P	4,990.00	091622	292839 GENERATOR MAINTENAN
							ACCOUNT TOTAL			4,990.00		
001207	639100						DOWNTOWN LIGHTS R&M					
002672	DOLEAC	ELECTRIC CO I	61735-6		0	2022	12	INV	P	850.73	091622	292839 MB 2021-87 LIGHTING
002672	DOLEAC	ELECTRIC CO I	61735-7		0	2022	12	INV	P	523.30	091622	292839 MB 2021-87 LIGHTING
										1,374.03		
							ACCOUNT TOTAL			1,374.03		
001207	642500						CYLINDER RENT					
002071	AIRGAS	USA LLC (NORD	9990885851		0	2022	12	INV	P	207.71	091622	292782 CYLINDER RENTAL/CON
							ACCOUNT TOTAL			207.71		
001207	643000						UNIFORM RENT					
002471	CINTAS	CORPORATION #	4129625673		0	2022	11	INV	P	51.33	091622	292822 UNIFORM RENTAL/CONS
002471	CINTAS	CORPORATION #	4130332974		0	2022	12	INV	P	51.33	091622	292822 UNIFORM RENTAL/CONS
002471	CINTAS	CORPORATION #	4131001872		0	2022	12	INV	P	51.33	091622	292822 UNIFORM RENTAL/CONS
										153.99		
							ACCOUNT TOTAL			153.99		
						ORG 001207	TOTAL			12,819.97		

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2022/11 TO 2022/12		ACCOUNT/VENDOR		INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
001220											SANITATION DIV.
001220	570000										MTR VEHICLE REP. PTS/SPL
004120	SANSOM EQUIPMENT CO	P03362			229350	2022	11	INV P	115.57	091622	292957 PROX. MNT GRIPPERS
004583	WARING OIL CO (GULFP 172579				229518	2022	11	INV P	844.40	091622	292997 DEF FOR SANITATION
									959.97		ACCOUNT TOTAL
001220	612000										FREIGHT
004011	RECYCLING PROMOTIONS	20223289			229521	2022	11	INV P	63.94	091622	292947 PROMOTIONAL ITEM /P
004120	SANSOM EQUIPMENT CO	P03362			229350	2022	11	INV P	23.68	091622	292957 PROX. MNT GRIPPERS
									87.62		ACCOUNT TOTAL
001220	615001										ADVERTISING-RECYCLING
004011	RECYCLING PROMOTIONS	20223289			229521	2022	11	INV P	387.50	091622	292947 PROMOTIONAL ITEM /P
									387.50		ACCOUNT TOTAL
001220	638400										MOTOR VEHICLE EQ. R&M
004120	SANSOM EQUIPMENT CO	P03421			229513	2022	11	INV P	2,169.08	091622	292957 ARM KITS/HARNESS/ A
004120	SANSOM EQUIPMENT CO	P03422			229537	2022	11	INV P	5,959.24	091622	292957 UNIT 20091 TEAR DOW
									8,128.32		
004583	WARING OIL CO (GULFP 170611				229399	2022	11	INV P	2,197.80	091622	292997 CHEVRON AW68 FOR SA
004583	WARING OIL CO (GULFP 170613				229398	2022	11	INV P	1,039.20	091622	292997 CHEVRON URSA 15/40
									3,237.00		
									11,365.32		ACCOUNT TOTAL
001220	643000										UNIFORM RENT
002471	CINTAS CORPORATION # 412962108				0	2022	11	INV P	243.97	091622	292821 SC#8200044758 - SAN
002471	CINTAS CORPORATION # 4129625511				0	2022	11	INV P	35.04	091622	292822 SC8200044758-SANIT.
002471	CINTAS CORPORATION # 4130332911				0	2022	12	INV P	35.04	091622	292822 SC8200044758-SANIT.
002471	CINTAS CORPORATION # 4130333251				0	2022	12	INV P	213.36	091622	292821 SC8200044758-SANIT.
002471	CINTAS CORPORATION # 4131002423				0	2022	12	INV P	216.14	091622	292821 SC#8200044758SANITA
									743.55		
002472	CINTAS FIRST AID J71 5122772173				0	2022	11	INV P	116.92	091622	292824 SANITATION FIRST AI
									860.47		ACCOUNT TOTAL
001220	688000										TIPPING FEES
002007	98 WASTE LLC	4536			0	2022	11	INV P	13,908.00	091622	292777 MB2016-322
002007	98 WASTE LLC	4537			0	2022	11	INV P	6,209.00	091622	292777 MB2016-322 CODE ENF
002007	98 WASTE LLC	4538			0	2022	11	INV P	2,940.00	091622	292777 MB2016-322 PARKS &

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2022/11 TO 2022/12		INVOICE	PO	YEAR/PR	TYP S	WARRANT	CHECK	DESCRIPTION
ACCOUNT/VENDOR								
								23,057.00
003920 PINE BELT REGIONAL S	6928		0	2022 12	INV P	46,194.60 091622	292934 MB 197-1/451-454 SA	
004591 WASTE MANAGEMENT OF	0013352-2526-2		0	2022 12	INV P	5,967.45 091622	292999 MB-2003-5/484 SANIT	
					ACCOUNT TOTAL			75,219.05
001220 688500					TIPPING/DISPOSAL OTHER			
004030 REPUBLIC SERVICES IN	0991-000339005		229135	2022 11	INV P	10,961.91 091622	292949 OPEN P.O.-RECYCLING	
					ACCOUNT TOTAL			10,961.91
					ORG 001220 TOTAL			99,841.84
001260					ANIMAL CONTROL			
001260 535500					WEARING APPAREL			
002879 GALL'S LLC	021856613		228677	2022 11	INV P	290.00 091622	292856 UNIFORM FOR ANIMAL	
					ACCOUNT TOTAL			290.00
001260 546000					MINOR EQUIPMENT			
002535 COMSOUTH	201738		229462	2022 12	INV P	267.00 091622	292833 SPEAKER MICS FOR AN	
					ACCOUNT TOTAL			267.00
					ORG 001260 TOTAL			557.00
001402					ECONOMIC DEV.			
001402 604900					OTHER PROFESSIONAL SERV.			
049201 MOBILE BOUIE ASSOCIA	202240801		0	2022 11	INV P	1,000.00 091622	292903 17TH HISTORIC MOBIL	
049244 THE SALVATION ARMY	DA BURG BASH 1		0	2022 12	INV P	1,000.00 091622	292985 5 ON 5 BSKETBALL TR	
					ACCOUNT TOTAL			2,000.00
001402 7150SS					SMOKE EVACUATION SYSTEM			
047332 MCKENZIE PATRICK	HPSC #3		0	2022 12	INV P	5,250.00 091622	292897 MB 2020-116 PUBLIC	
					ACCOUNT TOTAL			5,250.00
					ORG 001402 TOTAL			7,250.00
001551					AIRPORT DIV.			
001551 630000					GAS			
004321 SPIRE	G2022 9.6.22		0	2022 12	INV P	30.29 091622	292974 SPIRE VARIOUS DEPT	
					ACCOUNT TOTAL			30.29
					ORG 001551 TOTAL			30.29

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2022/11 TO 2022/12											
ACCOUNT/VENDOR				INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
001553 CEMETERY DIV											
001553 544000 HORT./LANDSCAPING SPLY.											
002846	FORESTRY SUPPLIERS I	283749-00	229455	2022 11	INV	P	281.45	091622	292853	ROPES FOR TREE CREW	
003717	MS TURF	832641	229556	2022 12	INV	P	240.00	091622	292911	CENIPEDE SOD FOR CE	
ACCOUNT TOTAL							521.45				
001553 546000 MINOR EQUIPMENT											
002471	CINTAS CORPORATION #	5122772181	0	2022 11	INV	P	22.28	091622	292823	SERVICE OF FIRST-AI	
003825	OWENS BUSINESS MACHI	449727	0	2022 11	INV	P	23.35	091622	292924	MAINTANCE- MINOR EQ	
ACCOUNT TOTAL							45.63				
001553 559000 OTHER OPERATING MATL/SPLY											
003843	PARISH TRACTOR (HATT P02751		229581	2022 12	INV	P	35.85	091622	292925	KEY FOR KUBOTA EXCA	
ACCOUNT TOTAL							35.85				
001553 575500 AGRICLTRL REPAIR PTS/SPL											
003843	PARISH TRACTOR (HATT P02725		229442	2022 12	INV	P	133.27	091622	292925	STARTER SWITCH FOR	
ACCOUNT TOTAL							133.27				
001553 604900 OTHER PROFESSIONAL SERV.											
002160	AT&T MOBILITY	287273578351X090822	0	2022 12	INV	P	115.22	091622	292796	MB2016-287/WIRELESS	
003191	INTERFACE SECURITY S	20292585	0	2022 11	INV	P	48.34	091622	292873	MB#2006-2/76-77 SEC	
ACCOUNT TOTAL							163.56				
001553 612000 FREIGHT											
002846	FORESTRY SUPPLIERS I	283749-00	229455	2022 11	INV	P	27.27	091622	292853	ROPES FOR TREE CREW	
ACCOUNT TOTAL							27.27				
001553 630000 GAS											
004321	SPIRE	G2022 9.6.22	0	2022 12	INV	P	22.57	091622	292974	SPIRE VARIOUS DEPT	
ACCOUNT TOTAL							22.57				
001553 630500 ELECTRICITY											
003700	MS POWER COMPANY	E2022 8.23	0	2022 11	INV	P	853.19	091622	292909	MS POWER VARIOUS DE	
003873	PEARL RIVER VALLEY E	2022 8.24.22	0	2022 12	INV	P	37.97	091622	292929	PRVEPA VARIOUS DEPT	
ACCOUNT TOTAL							891.16				
001553 643000 UNIFORM RENT											
002471	CINTAS CORPORATION #	4126902538	0	2022 11	INV	P	146.00	091622	292821	ST CONT#8200044758	

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2022/11 TO 2022/12											
ACCOUNT/VENDOR				INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
002471	CINTAS	CORPORATION	#	4127590325	0	2022 11	INV	P	120.39	091622	292821 ST CONT#8200044758
002471	CINTAS	CORPORATION	#	4128271769	0	2022 11	INV	P	44.73	091622	292822 ST CONT#8200044758
002471	CINTAS	CORPORATION	#	4128945058	0	2022 11	INV	P	44.73	091622	292822 ST CONT#8200044758
002471	CINTAS	CORPORATION	#	4129628959	0	2022 11	INV	P	44.73	091622	292822 ST CONT#8200044758
									400.58		
ACCOUNT TOTAL									400.58		
001553 643500 MOP-MAT-RAG RENT											
002471	CINTAS	CORPORATION	#	4126902567	0	2022 11	INV	P	26.27	091622	292822 ST CONT#8200044758
002471	CINTAS	CORPORATION	#	4127590206	0	2022 11	INV	P	26.27	091622	292822 ST CONT#8200044758
002471	CINTAS	CORPORATION	#	4128271766	0	2022 11	INV	P	26.27	091622	292822 ST CONT#8200044758
002471	CINTAS	CORPORATION	#	4128945009	0	2022 11	INV	P	26.27	091622	292822 ST CONT#8200044758
002471	CINTAS	CORPORATION	#	4129628974	0	2022 11	INV	P	30.03	091622	292822 ST CONT#8200044758
									135.11		
ACCOUNT TOTAL									135.11		
ORG 001553 TOTAL									2,376.45		
001560 PARKING OPER.											
001560	630500				ELECTRICITY						
003700	MS POWER COMPANY	E2022	8.23		0	2022 11	INV	P	1,169.82	091622	292909 MS POWER VARIOUS DE
ACCOUNT TOTAL									1,169.82		
ORG 001560 TOTAL									1,169.82		
FUND 001 REVENUES							TOTAL:	673,640.43			

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2022/11 TO 2022/12		PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
ACCOUNT/VENDOR	INVOICE							
002300								PKS/REC-RECREATION MAINT. DIV.
002300	510000							CLEANING/JANITORIAL SPLY
048909	BRADY COMPANIES, LLC 7472417	229317	2022 12	INV	P	1,009.78	091622	292807 P&R GRNDS MAINT-JAN
048909	BRADY COMPANIES, LLC 7485848	229100	2022 12	INV	P	200.73	091622	292807 P&R GRNDS MAINT-TRK
048909	BRADY COMPANIES, LLC 7510651	229100	2022 12	INV	P	83.90	091622	292807 P&R GRNDS MAINT-TRK
						1,294.41		
						ACCOUNT TOTAL	1,294.41	
002300	513000							CHEMICALS
003772	NEWELL PAPER COMPANY 4136087	228988	2022 12	INV	P	144.00	091622	292917 P&R GROUNDS-WASP SP
						ACCOUNT TOTAL	144.00	
002300	525500							LUBRICANTS
048827	CARQUEST 14758-14039	228987	2022 12	INV	P	80.85	091622	292817 P&R GRNDS LUBRICANT
						ACCOUNT TOTAL	80.85	
002300	544000							HORT./LANDSCAPING SPLY.
003772	NEWELL PAPER COMPANY 4137512	229318	2022 12	INV	P	144.00	091622	292917 P&R GRNDS MAINT-LAN
						ACCOUNT TOTAL	144.00	
002300	551000							RECREATIONAL SUPPLIES
004176	SHERWIN-WILLIAMS COM 2304-3	229524	2022 12	INV	P	237.63	091622	292961 P&R GRNDS MAINT-BAL
						ACCOUNT TOTAL	237.63	
002300	560500							ELECTRICAL SUPPLIES
003543	MCELHANEY PLUMBING I 292894	229506	2022 12	INV	P	146.85	091622	292896 P&R TATUM PARK REST
						ACCOUNT TOTAL	146.85	
002300	565000							PAINT AND PAINTING SPLY.
004176	SHERWIN-WILLIAMS COM 0346-4	229584	2022 12	INV	P	1,877.00	091622	292961 P&R TATUM SOCCER-FI
						ACCOUNT TOTAL	1,877.00	
002300	570000							MTR VEHICLE REP. PTS/SPL
004299	SOUTHERN TIRE MART L 2520101197	229280	2022 12	INV	P	987.00	091622	292971 P&R TRK UNIT 20420-
						ACCOUNT TOTAL	987.00	
002300	575500							AGRICLTRL REPAIR PTS/SPL
003843	PARISH TRACTOR (HATT W00327	228519	2022 12	INV	P	919.64	091622	292925 P&R BUSHHOG 21788-S
004299	SOUTHERN TIRE MART L 2520101075	229263	2022 12	INV	P	95.38	091622	292971 P&R UNIT 21613-TIRE
						ACCOUNT TOTAL	1,015.02	

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2022/11 TO 2022/12		ACCOUNT/VENDOR		INVOICE	PO	YEAR/PR TYP S	WARRANT	CHECK	DESCRIPTION
002300	604900					OTHER PROFESSIONAL SERV.			
002275	BLUE DOLPHIN POOLS	46871	0	2022 12	INV P	840.00	091622	292804	P&R CITY HALL/CULTU
					ACCOUNT TOTAL	840.00			
002300	606000					TELEPHONE AND TELEGRAPH			
002160	AT&T MOBILITY	287273578351X090822	0	2022 12	INV P	508.73	091622	292796	MB2016-287/WIRELESS
					ACCOUNT TOTAL	508.73			
002300	612000					FREIGHT			
047043	PORTABLE TOILETS	97355	229450	2022 12	INV P	125.00	091622	292938	P&R LAMBRA BIKE RID
					ACCOUNT TOTAL	125.00			
002300	630500					ELECTRICITY			
003700	MS POWER COMPANY	E2022 8.23	0	2022 11	INV P	759.96	091622	292909	MS POWER VARIOUS DE
003700	MS POWER COMPANY	E2022 8.31.22	0	2022 12	INV P	55.67	091622	292909	MS POWER VARIOUS DE
						815.63			
					ACCOUNT TOTAL	815.63			
002300	635500					ELECTRICAL R&M			
002672	DOLEAC ELECTRIC CO I	H26514	0	2022 12	INV P	660.90	091622	292839	P&R KAMPER PARK-LAB
047187	FOUR SEASONS LAWN	13496	0	2022 12	INV P	2,576.50	091622	292855	P&R HBURG PUBLIC SA
					ACCOUNT TOTAL	3,237.40			
002300	638000					FIXED EQUIPMENT R&M			
047187	FOUR SEASONS LAWN	13323	0	2022 12	INV P	2,530.00	091622	292855	P&R 38TH AVE-LAWN M
					ACCOUNT TOTAL	2,530.00			
002300	638400					MOTOR VEHICLE EQ. R&M			
002035	AAMCO TRANSMISSION (	I145049	229145	2022 12	INV P	342.65	091622	292778	P&R TRK UNIT 18560-
004299	SOUTHERN TIRE MART L	2520099174	228845	2022 12	INV P	49.95	091622	292971	P&R TRK 18559-OIL C
004299	SOUTHERN TIRE MART L	2520101197	229280	2022 12	INV P	200.00	091622	292971	P&R TRK UNIT 20420-
004299	SOUTHERN TIRE MART L	2520101964	229423	2022 12	INV P	634.00	091622	292971	P&R TRK UNIT 20420-
004299	SOUTHERN TIRE MART L	2520102276	229412	2022 12	INV P	59.90	091622	292971	P&R TRK UNIT 21755-
						943.85			
					ACCOUNT TOTAL	1,286.50			
002300	638700					AGRICULTURAL EQ. R&M			
002304	BRACKMAN MOWER WAREH	29287	229508	2022 12	INV P	148.23	091622	292806	P&R MOWER 21096-SER
002304	BRACKMAN MOWER WAREH	29288	229507	2022 12	INV P	173.79	091622	292806	P&R MOWER UNIT 2132
002304	BRACKMAN MOWER WAREH	30318	229429	2022 12	INV P	164.30	091622	292806	P&R MOWER 20233-Sta

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2022/11 TO 2022/12		PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
ACCOUNT/VENDOR	INVOICE							
						486.32		
003246 JERRY'S AUTOMOTIVE R	21891	229505	2022 12	INV	P	806.25 091622	292876	P&R UNIT 18559-LABO
003843 PARISH TRACTOR (HATT	W00327	228519	2022 12	INV	P	618.00 091622	292925	P&R BUSHHOG 21788-S
004299 SOUTHERN TIRE MART L	2520101075	229263	2022 12	INV	P	35.50 091622	292971	P&R UNIT 21613-TIRE
						ACCOUNT TOTAL		1,946.07
002300 639800						TOW IN CHARGES		
003869 PEANUTS TOWING SERVI	100319	0	2022 12	INV	P	125.00 091622	292928	P&R TRK UNIT 18558-
003869 PEANUTS TOWING SERVI	100364	0	2022 12	INV	P	125.00 091622	292928	P&R TRK UNIT 18558-
						250.00		
						ACCOUNT TOTAL		250.00
002300 643000						UNIFORM RENT		
002471 CINTAS CORPORATION #	4130069525	0	2022 12	INV	P	115.09 091622	292821	P&R GRNDS MAINT UNI
002471 CINTAS CORPORATION #	4130857145	0	2022 12	INV	P	169.36 091622	292821	P&R GRNDS MAINT UNI
						284.45		
						ACCOUNT TOTAL		284.45
002300 644900						OTHER RENT		
002471 CINTAS CORPORATION #	4130856712	0	2022 12	INV	P	29.11 091622	292822	P&R GRNDS MAINT MAT
002472 CINTAS FIRST AID J71	5122772190	0	2022 12	INV	P	24.71 091622	292824	P&R GRNDS MAINT FIR
004281 SOUTHERN ON SITE STO	97343	228912	2022 12	INV	P	30.00 091622	292968	P&R HPR MOVIE NIGHT
047043 PORTABLE TOILETS	97355	229450	2022 12	INV	P	500.00 091622	292938	P&R LAMBRA BIKE RID
						ACCOUNT TOTAL		583.82
002300 684500						REGISTRATION FEE/TUITION		
004017 REGIONS CARDHOLDER S	9492 - 08-31-2022	0	2022 12	INV	P	89.59 091622	292948	9492 - 08-31-2022 C
048091 GONSOLIN (SID)	9510	0	2022 12	INV	P	591.49 091622	292860	P&R MRPA CONF 2022-
049243 AKIRA LEWIS	9500	0	2022 12	INV	P	440.91 091622	292783	P&R MRPA CONF TRAVE
						ACCOUNT TOTAL		1,121.99
002300 687000						CUSTODIAL SERVICE		
002037 AB SUPPORT SERVICES	382006	225007	2022 11	INV	P	380.00 091622	292779	MB# 2021-1274 JANIT
						ACCOUNT TOTAL		380.00

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2022/11 TO 2022/12				ACCOUNT/VENDOR		INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
002300	699900					SERVICES NOT SPECIFIED							
002444	CERTIFIED SPORTS TUR	1049		229458	2022 12	INV P		1,100.00	091622		292820	P&R TATUM PARK-LABO	
002672	DOLEAC ELECTRIC CO I	H26466		228940	2022 12	INV P		4,995.00	091622		292839	P&R ANNIE CHRISTIE	
003380	LANCASTER'S MACHINE	25277		229169	2022 12	INV P		180.00	091622		292884	P&R GRNDS MAINT-LAB	
003380	LANCASTER'S MACHINE	25292		229557	2022 12	INV P		390.00	091622		292884	P&R LABOR TO REPAIR	
								570.00					
003915	PINE BELT CDJR, INC	521748		229411	2022 12	INV P		2,980.75	091622		292931	P&R TRK UNIT 18558-	
004205	SIGNS FIRST	H-79362		226537	2022 12	INV P		1,135.00	091622		292962	TOWN SQUARE PARK NA	
047187	FOUR SEASONS LAWN	13493		0	2022 12	INV P		325.00	091622		292855	P&R HARDY ST-FLOWER	
						ACCOUNT TOTAL		11,105.75					
						ORG 002300 TOTAL		30,942.10					
002315						PKS/REC-REC.ADMIN/COM.REL.							
002315	500300					PAPER							
003809	OFFICE DEPOT INC	261174099001		229353	2022 12	INV P		171.60	091622		292921	SUPPLIES FOR YOUTH	
						ACCOUNT TOTAL		171.60					
002315	501000					OTHER EXPENDABLE OFF.SPL							
004017	REGIONS CARDHOLDER S	1346 - 08-31-2022	0		2022 12	INV P		42.79	091622		292948	1346 - 08-31-2022 C	
						ACCOUNT TOTAL		42.79					
002315	511500					FOOD							
004017	REGIONS CARDHOLDER S	1346 - 08-31-2022	0		2022 12	INV P		256.32	091622		292948	1346 - 08-31-2022 C	
						ACCOUNT TOTAL		256.32					
002315	551000					RECREATIONAL SUPPLIES							
003937	PLAY IT AGAIN SPORTS INV	001080	229533	2022 12	INV P		4,860.00	091622		292935	YOUTH TACKLE FOOTBA		
004205	SIGNS FIRST	H-81920	229523	2022 12	INV P		482.40	091622		292962	YOUTH FOOTBALL HELM		
						ACCOUNT TOTAL		5,342.40					
002315	551001					RECREATIONAL SUPP-ARTS CENTER							
004017	REGIONS CARDHOLDER S	1708 - 08-31-2022	0		2022 12	INV P	754.97	091622		292948	1708 - 08-31-2022 C		
						ACCOUNT TOTAL		754.97					
002315	560000					BUILDING MATERIALS & SPLY							
004175	SHERWIN-WILLIAMS COM	0078-3	229183	2022 12	INV P		456.00	091622		292960	REPLACE WINDOW BLIN		
						ACCOUNT TOTAL		456.00					

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2022/11 TO 2022/12		ACCOUNT/VENDOR		INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
002315	560001										
003804	OAK GROVE HEATING &	87211			229344	2022 12	INV	P	315.00	091622	292919 THERMOSTAT FOR ART
									315.00		
002315	570000										
048827	CARQUEST	14758-13628			0	2022 12	INV	P	193.08	091622	292817 PARTS FOR UNIT NUMB
048827	CARQUEST	14758-13724			0	2022 12	INV	P	284.98	091622	292817 CARQUEST-HUMPHRIES-
									478.06		
									478.06		
002315	603400										
004416	TERRELL, WINSTON	9.9.22			0	2022 12	INV	P	75.00	091622	292984 HPR CONTRACT LABOR
048772	LEE ANTHONY	9.9.22			0	2022 12	INV	P	75.00	091622	292888 HPR CONTRACT LABOR
									150.00		
002315	604900										
002800	FELTS, GEREY	9.9.22			0	2022 12	INV	P	140.00	091622	292852 HPR CONTRACT LABOR
002965	GUTHRIE, JONI S	9/9/22			0	2022 12	INV	P	90.00	091622	292865 HPR CONTRACT LABOR
003313	KETTLEY, ANNETTE	9.9.22			0	2022 12	INV	P	30.00	091622	292880 HPR CONTRACT LABOR
003508	MARTIN, MAGDALINE	9.9.22			0	2022 12	INV	P	96.00	091622	292894 HPR CONTRACT LABOR
003958	POWELL, RANDY	9.9.22			0	2022 12	INV	P	240.00	091622	292939 HPR CONTRACT LABOR
003958	POWELL, RANDY	9/9/22			0	2022 12	INV	P	75.00	091622	292939 HPR CONTRACT LABOR
									315.00		
004162	SHABAZZ, AMATULLAH	9.9.22			0	2022 12	INV	P	72.00	091622	292958 HPR CONTRACT LABOR
048422	RAY NANCY REBEKAH	9.9.22			0	2022 12	INV	P	150.00	091622	292946 HPR CONTRACT LABOR
049258	MARTAVIUS PRINCE	9.9.22			0	2022 12	INV	P	110.00	091622	292892 HPR CONTRACT LABOR
									1,003.00		
002315	630000										
004321	SPIRE	G2022 9.6.22			0	2022 12	INV	P	20.00	091622	292974 SPIRE VARIOUS DEPT
									20.00		
002315	630500										
003700	MS POWER COMPANY	E2022 8.23			0	2022 11	INV	P	9,080.54	091622	292909 MS POWER VARIOUS DE
003700	MS POWER COMPANY	E2022 8.31.22			0	2022 12	INV	P	1,355.76	091622	292909 MS POWER VARIOUS DE

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2022/11 TO 2022/12									
ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S		WARRANT	CHECK	DESCRIPTION
							10,436.30		
						ACCOUNT TOTAL	10,436.30		
						ORG 002315 TOTAL	19,426.44		
FUND 002	PARKS & RECREATION FUND					TOTAL:	50,368.54		

YEAR/PERIOD: 2022/11 TO 2022/12									
ACCOUNT/VENDOR		INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
H.M.F.P.FUND-FIRE DIVISION									
005160			WEARING APPAREL						
005160	535500								
003744	NAFECO-NORTH AMERICA	1162320	228624	2022	11	INV P	1,115.00	091622	292914 HFD TURNOUTS FOR NE
ACCOUNT TOTAL							1,115.00		
MTR VEHICLE REP. PTS/SPL									
005160	570000								
002194	BARDING GENERATOR &	7356	229498	2022	11	INV P	199.95	091622	292802 HFD UNIT # 18489 BA
002194	BARDING GENERATOR &	7370	229500	2022	11	INV P	1,049.70	091622	292802 HFD UNIT # 20315 BA
							1,249.65		
003818	O'REILLY AUTO PARTS	0943-416801	229596	2022	12	INV P	138.27	091622	292918 HFD UNIT # 14700 FU
004465	TRUCKPRO LLC	039-0707449	229563	2022	11	INV P	215.07	091622	292986 HFD UNIT # 14517 RE
ACCOUNT TOTAL							1,602.99		
MOTOR VEHICLE EQ. R&M									
005160	638400								
002733	EMERGENCY EQUIPMENT	473964	0	2022	11	INV P	130.00	091622	292844 HFD UNIT # 20919 LA
003034	HATTIESBURG HYDRAULI	96581	0	2022	11	INV P	1,474.43	091622	292867 HFD REPAIR HYDRAULI
ACCOUNT TOTAL							1,604.43		
ORG 005160 TOTAL							4,322.42		
FUND 005 HATT.MUNICIPAL FIRE PROTECTION							TOTAL:	4,322.42	

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2022/11 TO 2022/12					ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION	
009660						W&S O&M-CUSTOMER ACCT. DIV.								
009660	502000						MINOR OFFICE EQUIP/FURN.							
004327	STANDARD	OFFICE	SUPP	H07982-00	229443	2022	11	INV	P	504.04	091622	292976	OFFICE EQUIPMENT AN	
004327	STANDARD	OFFICE	SUPP	H08036-00	229454	2022	11	INV	P	197.34	091622	292976	MINOR EQUIPMENT WAT	
										701.38				
ACCOUNT TOTAL										701.38				
009660	545000						HAND TOOLS							
003380	LANCASTER'S	MACHINE	25281		229536	2022	11	INV	P	570.00	091622	292884	HAND TOOLS WATER BI	
ACCOUNT TOTAL										570.00				
009660	546000						MINOR EQUIPMENT							
004017	REGIONS	CARDHOLDER	S	2080 - 08-31-2022	0	2022	12	INV	P	577.66	091622	292948	2080 - 08-31-2022 C	
ACCOUNT TOTAL										577.66				
009660	546700						METER LOCKS							
002742	ENGINEERING	UNLIMITE	INV063850		228996	2022	11	INV	P	951.00	091622	292847	LOCKS FOR WATER MET	
003941	POLLARD	WATER.COM-EA	0217791		228720	2022	12	INV	P	953.00	091622	292937	METER LOCKS FOR WAT	
ACCOUNT TOTAL										1,904.00				
009660	604900						OTHER PROFESSIONAL SERV.							
002471	CINTAS	CORPORATION #	4129627482		0	2022	11	INV	P	61.36	091622	292822	UNIFORMS WATER BILL	
002471	CINTAS	CORPORATION #	4130333910		0	2022	12	INV	P	46.86	091622	292822	S/C 8200044758	
										108.22				
002905	GILLILANDS	ELECTRONI	8187		0	2022	11	INV	P	90.00	091622	292859	2001-5/478 MB QUART	
004003	RAWLS	SPRINGS UTILIT	RS 08222022		0	2022	11	INV	P	208.00	091622	292944	SEWER READS AUG 22	
004017	REGIONS	CARDHOLDER	S	1346 - 08-31-2022	0	2022	12	INV	P	383.42	091622	292948	1346 - 08-31-2022 C	
004482	TYLER	TECHNOLGIES	IN	045-388418	0	2022	12	INV	P	2,800.00	091622	292988	MUNIS IMPLEMENTATIO	
004482	TYLER	TECHNOLGIES	IN	045-392191	0	2022	12	INV	P	2,100.00	091622	292988	MUNIS IMPLEMENTATIO	
										4,900.00				
047562	ENCO	UTILITY		INV55542	0	2022	11	INV	P	823.35	091622	292846	MB 2020-835 RT 3 BI	
ACCOUNT TOTAL										6,512.99				
009660	606000						TELEPHONE AND TELEGRAPH							
002160	AT&T	MOBILITY		287273578351X090822	0	2022	12	INV	P	591.72	091622	292796	MB2016-287/WIRELESS	
ACCOUNT TOTAL										591.72				

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2022/11 TO 2022/12		ACCOUNT/VENDOR		INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
009660	607000										
047562	ENCO UTILITY	INV55542	0	POSTAGE	2022	11	INV	P	2,154.57	091622	292846 MB 2020-835 RT 3 BI
				ACCOUNT TOTAL					2,154.57		
009660	612000										
002742	ENGINEERING UNLIMITE	INV063850	228996	FREIGHT	2022	11	INV	P	18.76	091622	292847 LOCKS FOR WATER MET
003941	POLLARD WATER.COM-EA	0217791	228720		2022	12	INV	P	53.28	091622	292937 METER LOCKS FOR WAT
				ACCOUNT TOTAL					72.04		
009660	635000										
002100	AMERICAN AIR SPECIAL	115917	0	BUILDING R&M	2022	11	INV	P	150.00	091622	292787 SEWER REPAIR WATER
002716	EDDIE PEARSON ROOFIN	2024	229360		2022	12	INV	P	750.00	091622	292841 REPAIR TO ROOF WATE
				ACCOUNT TOTAL					900.00		
009660	687000										
002037	AB SUPPORT SERVICES	4B1006	225889	CUSTODIAL SERVICE	2022	11	INV	P	550.00	091622	292779 MB# 2022-58 JANITOR
				ACCOUNT TOTAL					550.00		
				ORG 009660 TOTAL					14,534.36		
009672											
009672	535500										
048909	BRADY COMPANIES, LLC	7474924	229245	W&S O&M-WATER TRANSMISSION DIV WEARING APPAREL	2022	12	INV	P	842.56	091622	292807 RUBBER KNEE HIGH ST
				ACCOUNT TOTAL					842.56		
009672	541500										
004586	WARREN PAVING INC	66432	229363	SAND, CLAY, GRVL, FILL DIRT	2022	12	INV	P	213.15	091622	292998 HOT MIX ASPHALT FOR
004586	WARREN PAVING INC	66463	229363		2022	12	INV	P	214.89	091622	292998 HOT MIX ASPHALT FOR
004586	WARREN PAVING INC	66583	229363		2022	12	INV	P	467.19	091622	292998 HOT MIX ASPHALT FOR
004586	WARREN PAVING INC	66707	229363		2022	12	INV	P	167.91	091622	292998 HOT MIX ASPHALT FOR
004586	WARREN PAVING INC	66753	229363		2022	12	INV	P	261.87	091622	292998 HOT MIX ASPHALT FOR
004586	WARREN PAVING INC	66814	229363		2022	12	INV	P	572.46	091622	292998 HOT MIX ASPHALT FOR
									1,897.47		
				ACCOUNT TOTAL					1,897.47		
009672	561000										
002442	CENTRAL PIPE SUPPLY	S100305441-001	229227	PLUMBING SUPPLIES	2022	12	INV	P	3,862.50	091622	292818 WAREHOUSE STOCK FOR
002559	CORE & MAIN (HD SUPP	Q942207	227875		2022	12	INV	P	844.80	091622	292834 WAREHOUSE STOCK FOR
002559	CORE & MAIN (HD SUPP	R090138	228361		2022	12	INV	P	1,516.39	091622	292834 WAREHOUSE STOCK FOR
002559	CORE & MAIN (HD SUPP	R374045	229044		2022	12	INV	P	1,205.40	091622	292834 WAREHOUSE STOCK FOR
002559	CORE & MAIN (HD SUPP	R376545	229242		2022	12	INV	P	951.12	091622	292834 WAREHOUSE STOCK FOR

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2022/11 TO 2022/12										
ACCOUNT/VENDOR		INVOICE		PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
002559	CORE & MAIN	(HD SUPP	R388382	229270	2022 12	INV	P	1,546.92	091622	292834 WAREHOUSE STOCK FOR
002559	CORE & MAIN	(HD SUPP	R409919	229228	2022 12	INV	P	404.60	091622	292834 WAREHOUSE STOCK FOR
002559	CORE & MAIN	(HD SUPP	R429366	229242	2022 12	INV	P	418.90	091622	292834 WAREHOUSE STOCK FOR
002559	CORE & MAIN	(HD SUPP	R432286	229044	2022 12	INV	P	188.02	091622	292834 WAREHOUSE STOCK FOR
								7,076.15		
ACCOUNT TOTAL								10,938.65		
009672	604900				OTHER PROFESSIONAL SERV.					
002380	BYRD, WADE J.		BYRD092022	0	2022 12	INV	P	3,000.00	091622	292812 OPERATOR OF RECORD,
002471	CINTAS CORPORATION #		4129627599	0	2022 11	INV	P	23.31	091622	292823 SC#8200044758- MOPS
003614	MISSION COMMUNICATIO		1068664	0	2022 12	INV	P	4,253.40	091622	292902 ANNUAL CELL SERVICE
ACCOUNT TOTAL								7,276.71		
009672	636000				STREETS & STRUCTURES R&M					
003649	C J MORGAN INC		2022045	0	2022 12	INV	P	25,040.00	091622	292813 MB2020-179:WATER RE
ACCOUNT TOTAL								25,040.00		
ORG 009672 TOTAL								45,995.39		
009673					W&S O&M-WATER PLANT DIVISION					
009673	549500				PUMPING EQUIPMENT PARTS					
003987	PUCKETT RENTS		917356-0001	229546	2022 12	INV	P	1,643.00	091622	292943 3" TRASH PUMP W/ HO
ACCOUNT TOTAL								1,643.00		
009673	559000				OTHER OPERATING MATL/SPLY					
003772	NEWELL PAPER COMPANY		4137623	229371	2022 11	INV	P	156.31	091622	292917 16OZ FOAM CUPS & HH
ACCOUNT TOTAL								156.31		
009673	561000				PLUMBING SUPPLIES					
002094	ALLIED UNIVERSAL COR		I2805266	229494	2022 12	INV	P	854.00	091622	292786 150# CHLORINE FOR W
ACCOUNT TOTAL								854.00		
009673	570000				MTR VEHICLE REP. PTS/SPL					
048827	CARQUEST		14758-15613	229535	2022 11	INV	P	100.98	091622	292817 REPAIR PARTS FOR UN
ACCOUNT TOTAL								100.98		
009673	599000				OTHER REPAIR/MAINT. SPL.					
004017	REGIONS CARDHOLDER S		1346 - 08-31-2022	0	2022 12	INV	P	209.57	091622	292948 1346 - 08-31-2022 C
ACCOUNT TOTAL								209.57		
009673	604900				OTHER PROFESSIONAL SERV.					

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2022/11 TO 2022/12		ACCOUNT/VENDOR		INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
002288	BONNER ANALYTICAL TE	77699	0	2022 12	INV	P			2,289.01	091622	292805 NPDES MONITORING, L
002471	CINTAS CORPORATION #	4129628256	0	2022 11	INV	P			271.44	091622	292821 SC#8200044758- UNIF
002471	CINTAS CORPORATION #	4130334054	0	2022 12	INV	P			16.90	091622	292823 SC#8200044758 -- MO
002471	CINTAS CORPORATION #	4130334434	0	2022 12	INV	P			271.44	091622	292821 SC#8200044758- UNIF
002471	CINTAS CORPORATION #	4131003658	0	2022 12	INV	P			23.31	091622	292823 SC#8200044758- MOPS
002471	CINTAS CORPORATION #	4131004188	0	2022 12	INV	P			271.44	091622	292821 SC#8200044758- UNIF
									854.53		
003253	JOHNNY'S WRECKER SER	44209	0	2022 12	INV	P			400.00	091622	292877 TOW IN UNIT # 18897
004401	TAYLOR RENTAL CENTER	1-336275-02	0	2022 12	INV	P			51.34	091622	292983 EQUIPMENT RENTAL FO
ACCOUNT TOTAL									3,594.88		
009673	630000		GAS								
004321	SPIRE	G2022 8.26	0	2022 11	INV	P			20.00	091622	292974 SPIRE 5033 OLD HWY
ACCOUNT TOTAL									20.00		
009673	630500		ELECTRICITY								
003700	MS POWER COMPANY	E2022 8.23	0	2022 11	INV	P			8,648.95	091622	292909 MS POWER VARIOUS DE
003700	MS POWER COMPANY	E2022 8.30.22	0	2022 12	INV	P			885.39	091622	292909 MS POWER VARIOUS DE
003700	MS POWER COMPANY	E2022 8.31.22	0	2022 12	INV	P			25,435.38	091622	292909 MS POWER VARIOUS DE
003700	MS POWER COMPANY	E2022 9.2.22	0	2022 12	INV	P			58.08	091622	292909 MS POWER 1102 REBEC
									35,027.80		
003873	PEARL RIVER VALLEY E	2022 8.24.22	0	2022 12	INV	P			66.89	091622	292929 PRVEPA VARIOUS DEPT
003873	PEARL RIVER VALLEY E	2022 8.25	0	2022 12	INV	P			42.59	091622	292929 PRVEPA LAMR BLVD LI
003873	PEARL RIVER VALLEY E	2022 8.31.22	0	2022 12	INV	P			7,394.99	091622	292929 PRVEPA VARIOUS DEPT
									7,504.47		
ACCOUNT TOTAL									42,532.27		
009673	638300		GENERATOR R&M								
002672	DOLEAC ELECTRIC CO I	ELPS-X1-22	228237	2022 12	INV	P			1,100.00	091622	292839 GENERATOR MAINTENAN
002672	DOLEAC ELECTRIC CO I	GHS-X1-22	228235	2022 12	INV	P			635.00	091622	292839 GENERATOR MAINTENAN
002672	DOLEAC ELECTRIC CO I	JMS-X1-22	228239	2022 12	INV	P			735.00	091622	292839 GENERATOR MAINTENAN
002672	DOLEAC ELECTRIC CO I	MSS-X1-22	228241	2022 12	INV	P			200.00	091622	292839 GENERATOR MAINTENAN
002672	DOLEAC ELECTRIC CO I	USMHI-X1	228820	2022 12	INV	P			4,500.00	091622	292839 GENERATOR MAINTENAN
									7,170.00		
047062	COAST CHLORINATOR &	74815	0	2022 12	INV	P			9,052.00	091622	292827 EMERGENCY SERVICE A
ACCOUNT TOTAL									16,222.00		
009673	687000		CUSTODIAL SERVICE								
002037	AB SUPPORT SERVICES	3B2006	225007	2022 11	INV	P			380.00	091622	292779 MB# 2021-1274 JANIT

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2022/11 TO 2022/12											
ACCOUNT/VENDOR				INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
ACCOUNT TOTAL									380.00		
ORG 009673 TOTAL									65,713.01		
009676 W&S O&M-SEWER DIVISION											
009676 545000 HAND TOOLS											
004120 SANSOM EQUIPMENT CO W02142				229516	2022	11	INV	P	4,041.00	091622	292957 CAMERA & LED BOARD
ACCOUNT TOTAL									4,041.00		
009676 561000 PLUMBING SUPPLIES											
002442 CENTRAL PIPE SUPPLY S100307076-001				229407	2022	11	INV	P	2,500.86	091622	292818 WAREHOUSE STOCK FOR
002442 CENTRAL PIPE SUPPLY S100307076-002				229407	2022	12	INV	P	106.24	091622	292818 WAREHOUSE STOCK FOR
									2,607.10		
004300 SOUTHERN WATERWORKS 91979				229489	2022	12	INV	P	2,679.36	091622	292972 WAREHOUSE STOCK FOR
004311 SPARTAN TOOL, LLC IN00073313				229468	2022	11	INV	P	2,560.50	091622	292973 SENTINEL CAMERA SYS
ACCOUNT TOTAL									7,846.96		
009676 570000 MTR VEHICLE REP. PTS/SPL											
002169 AUTOMOTIVE GLASS SPE I251922				229375	2022	12	INV	P	295.00	091622	292800 FRONT RIGHT DOOR GL
003861 PATTERSON AUTO ELECT 81432				229488	2022	11	INV	P	795.40	091622	292926 REPAIRS TO UNIT # 1
003861 PATTERSON AUTO ELECT 81552				229425	2022	11	INV	P	113.60	091622	292926 REPAIRS TO UNIT # 1
									909.00		
ACCOUNT TOTAL									1,204.00		
009676 630500 ELECTRICITY											
003700 MS POWER COMPANY E2022 8.23				0	2022	11	INV	P	3,010.59	091622	292909 MS POWER VARIOUS DE
003700 MS POWER COMPANY E2022 8.31.22				0	2022	12	INV	P	17,896.88	091622	292909 MS POWER VARIOUS DE
									20,907.47		
004282 SOUTHERN PINE ELECTR E2022 9.1.22				0	2022	12	INV	P	251.07	091622	292969 SOUTHERN PINE STREE
004282 SOUTHERN PINE ELECTR E2022 9.6.22				0	2022	12	INV	P	1,011.83	091622	292969 SOUTHERN PINE ELECT
									1,262.90		
ACCOUNT TOTAL									22,170.37		
009676 636000 STREETS & STRUCTURES R&M											
004058 RJM MCQUEEN CONTRACT 2671				0	2022	12	INV	P	6,527.10	091622	292955 MB2020-179: SEWER R
004058 RJM MCQUEEN CONTRACT 2672				0	2022	12	INV	P	30,972.80	091622	292955 MB2020-179: SEWER R
004058 RJM MCQUEEN CONTRACT 2673				0	2022	12	INV	P	4,677.60	091622	292955 MB2020-179: SEWER R
									42,177.50		

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2022/11 TO 2022/12				ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
						ACCOUNT TOTAL		42,177.50				
009676	638400				MOTOR VEHICLE EQ. R&M							
003861	PATTERSON	AUTO	ELECT	81432	229488	2022	11	INV	P	1,710.00	091622	292926 REPAIRS TO UNIT # 1
003861	PATTERSON	AUTO	ELECT	81552	229425	2022	11	INV	P	389.50	091622	292926 REPAIRS TO UNIT # 1
003861	PATTERSON	AUTO	ELECT	81585	0	2022	12	INV	P	1,755.00	091622	292926 REPAIRS TO UNIT # 1
										3,854.50		
						ACCOUNT TOTAL		3,854.50				
009676	638600				CONSTRUCTION EQUIP R&M							
002083	ALLBRITTON	CHAIN	SAW	13870	229453	2022	11	INV	P	134.93	091622	292785 REPAIRS TO SCAG TUR
003843	PARISH	TRACTOR	(HATT	W00465	228793	2022	12	INV	P	1,712.11	091622	292925 REPAIRS TO KUBOTA L
003843	PARISH	TRACTOR	(HATT	W00711	228821	2022	12	INV	P	620.96	091622	292925 REPLACE TIERODS & T
003843	PARISH	TRACTOR	(HATT	W00961	229160	2022	12	INV	P	387.05	091622	292925 BELT & BLADES, KUBO
										2,720.12		
048768	AMERICAN	DIESEL		AD-2843	0	2022	12	INV	P	375.00	091622	292788 SPARTAN JETTER REPA
						ACCOUNT TOTAL		3,230.05				
						ORG 009676 TOTAL		84,524.38				
009677					W&S O&M-SEWER LAGOON DIV. CHEMICALS							
009677	513000											
002094	ALLIED	UNIVERSAL	COR	I2804512	229445	2022	11	INV	P	8,760.05	091622	292786 CHLORINE & SULFUR D
002094	ALLIED	UNIVERSAL	COR	I2804513	229446	2022	11	INV	P	2,348.60	091622	292786 CHLORINE & SULFUR D
002094	ALLIED	UNIVERSAL	COR	I2804514	229446	2022	11	INV	P	2,348.60	091622	292786 CHLORINE & SULFUR D
002094	ALLIED	UNIVERSAL	COR	I2804515	229446	2022	11	INV	P	2,691.45	091622	292786 CHLORINE & SULFUR D
										16,148.70		
002443	CERTIFIED	LABORATORI		7926239	229517	2022	12	INV	P	14,153.20	091622	292819 DR. ZYME & EMERGE F
						ACCOUNT TOTAL		30,301.90				
009677	561000				PLUMBING SUPPLIES							
004300	SOUTHERN	WATERWORKS		91979	229489	2022	12	INV	P	2,318.75	091622	292972 WAREHOUSE STOCK FOR
						ACCOUNT TOTAL		2,318.75				
009677	602500				LEGAL							
004599	WATKINS &	EAGAR		420797	0	2022	11	INV	P	322.50	091622	293002 WASTEWATER AGREEMEN
004599	WATKINS &	EAGAR		420798	0	2022	11	INV	P	795.50	091622	293002 GENERAL ENVIRONMENT
										1,118.00		
						ACCOUNT TOTAL		1,118.00				

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2022/11 TO 2022/12											
ACCOUNT/VENDOR				INVOICE		PO	YEAR/PR TYP S		WARRANT	CHECK	DESCRIPTION
009677	630500						ELECTRICITY				
003700	MS POWER COMPANY			E2022 8.23		0	2022 11	INV P	589.47 091622	292909	MS POWER VARIOUS DE
003873	PEARL	RIVER	VALLEY	E	2022 7-SEP	0	2022 12	INV P	261.12 091622	292929	PEARL RIVER VALLEY
003873	PEARL	RIVER	VALLEY	E	2022 8.24.22	0	2022 12	INV P	921.98 091622	292929	PRVEPA VARIOUS DEPT
003873	PEARL	RIVER	VALLEY	E	2022 8.25	0	2022 12	INV P	43.33 091622	292929	PRVEPA LAMR BLVD LI
003873	PEARL	RIVER	VALLEY	E	2022 8.31.22	0	2022 12	INV P	3,068.54 091622	292929	PRVEPA VARIOUS DEPT
									4,294.97		
ACCOUNT TOTAL									4,884.44		
009677	638000						FIXED EQUIPMENT R&M				
003348	L & A CONTRACTING CO			483-222		0	2022 12	INV P	43,617.50 091622	292882	MB2016-64: LAGOONS
ACCOUNT TOTAL									43,617.50		
ORG 009677 TOTAL									82,240.59		
FUND 009 WATER & SEWER OPERATION/MAINT.							TOTAL:		293,007.73		

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2022/11 TO 2022/12										
ACCOUNT/VENDOR		INVOICE		PO	YEAR/PR TYP S		WARRANT	CHECK	DESCRIPTION	
019100				POL.FORFEITURES-POLICE DIV.						
019100 559200				OTHER OPER.MATLS-D.A.R.E.						
049202		INSTITUTE FOR INTERG 18335		229543	2022 12	INV P	122.50 091622	292872	SHIPPING FOR G.R.E.	
ACCOUNT TOTAL							122.50			
019100 603900				METRO CRIME STOPPERS						
003584		METRO CRIMESTOPPERS INVOICE2023		0	2022 11	INV P	10,000.00 091622	292899	CRIMESTOPPER 2023	
ACCOUNT TOTAL							10,000.00			
ORG 019100 TOTAL							10,122.50			
FUND 019 POLICE FORFEITURES FUND					TOTAL:		10,122.50			

YEAR/PERIOD: 2022/11 TO 2022/12									
ACCOUNT/VENDOR		INVOICE		PO	YEAR/PR TYP S		WARRANT	CHECK	DESCRIPTION
072201				MUN.ROAD&BRIDGE-STREET DIV					
072201	604900			OTHER PROFESSIONAL SERV.					
002512	COLLINS & NULL APPRA	4458		0	2022 12	INV P	2,675.00	091622	292828 MB 2021-409 GORDON'
002849	FORREST CTY CIRCUIT	CIVIL ACTION 22-384		0	2022 12	INV P	4,550.00	091622	292854 MB 2021-455 N.28TH
003420	LIGHTSEY & ASSOCIATE	LACASA INV #2		0	2022 12	INV P	350.00	091622	292889 LACASA APPRAISAL FO
048733	ATLAS RIGHT OF WAY	205		0	2022 12	INV P	2,450.00	091622	292798 MB 2021-409 GORDON
ACCOUNT TOTAL							10,025.00		
072201	722501			SIDEWALKS-NON SPECIFIC					
002901	GILKEY ELECTRIC SUPP	358822		0	2022 12	INV P	288.00	091622	292858 THAMES WALKING TRAC
002901	GILKEY ELECTRIC SUPP	358827		0	2022 12	INV P	102.89	091622	292858 THAMES WALKING TRAC
002901	GILKEY ELECTRIC SUPP	360442		0	2022 12	INV P	39.14	091622	292858 38TH AVENUE
							430.03		
ACCOUNT TOTAL							430.03		
072201	723014			LAMAR BLVD-REGIONS					
004579	WALTERS CONSTRUCTION	LAMAR BLVD #16		0	2022 12	INV P	222,502.48	091622	292996 MB 2020-113 LAMAR B
004579	WALTERS CONSTRUCTION	LAMAR BLVD #17		0	2022 12	INV P	47,243.50	091622	292996 MB 2020-113 LAMAR B
							269,745.98		
ACCOUNT TOTAL							269,745.98		
072201	723043			MDOT-MARTIN LUTHER KIN					
003764	NEEL-SCHAFFER INC	1081166		0	2022 12	INV P	809.91	091622	292916 MB 2011-4/307 MLK D
ACCOUNT TOTAL							809.91		
ORG 072201 TOTAL							281,010.92		
FUND 072 MUNICIPAL ROAD & BRIDGE							TOTAL:	281,010.92	

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2022/11 TO 2022/12										
ACCOUNT/VENDOR		INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION	
073570		MASS TRANSIT-TRANSPORTATION								
073570 606000		TELEPHONE AND TELEGRAPH								
002160	AT&T MOBILITY	287273578351x090822	0	2022 12	INV	P	178.83	091622	292796	MB2016-287/WIRELESS
004543	VERIZON WIRELESS	9913088330	0	2022 12	INV	P	427.65	091622	292994	PARATRANSIT TABLETS
ACCOUNT TOTAL							606.48			
073570 643000		UNIFORM RENT								
002471	CINTAS CORPORATION # 4128270905		0	2022 12	INV	P	146.08	091622	292821	HCT UNIFORM RENTALS
002471	CINTAS CORPORATION # 4128944124		0	2022 12	INV	P	146.08	091622	292821	HCT UNIFORM RENTALS
002471	CINTAS CORPORATION # 4129627831		0	2022 12	INV	P	146.08	091622	292821	HCT UNIFORM RENTALS
002471	CINTAS CORPORATION # 4130334206		0	2022 12	INV	P	178.61	091622	292821	HCT UNIFORM RENTALS
002471	CINTAS CORPORATION # 4131003810		0	2022 12	INV	P	151.11	091622	292821	HCT UNIFORM RENTALS
							767.96			
ACCOUNT TOTAL							767.96			
073570 686800		JARC-OPERATIONS								
002956	GROVE TRANSIT	JARC INV 7/17-7/30	0	2022 12	INV	P	4,980.50	091622	292863	JARC GRANT MB#2020-
002956	GROVE TRANSIT	JARC INV 7/31-8-13	0	2022 12	INV	P	5,133.00	091622	292863	JARC GRANT MB#2020-
							10,113.50			
ACCOUNT TOTAL							10,113.50			
073570 687000		CUSTODIAL SERVICE								
002037	AB SUPPORT SERVICES	4B1006	225889	2022 11	INV	P	300.00	091622	292779	MB# 2022-58 JANITOR
ACCOUNT TOTAL							300.00			
ORG 073570 TOTAL							11,787.94			
FUND 073 MASS TRANSIT FUND							TOTAL:	11,787.94		

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2022/11 TO 2022/12										
ACCOUNT/VENDOR		INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION	
077000			COMMUNITY CTR	BALANCE SHEET						
077000	122000			DAMAGE DEPOSITS						
049250	REUBEN, K P	REUBEN 78784	0	2022	12	INV P	100.00	091622	292950	REFUND DEPOSIT JDS
049252	GRAY, BRITNIE	GRAY 79365	0	2022	12	INV P	100.00	091622	292862	REFUND DEPOSIT-EVEN
049253	COMMISSION CHRISTIAN	CCDM 80212	0	2022	12	INV P	100.00	091622	292832	REFUND DEPOSIT-EVEN
049254	DEDEAUX, VANESSA	DEDEAUX 80460	0	2022	12	INV P	250.00	091622	292837	REFUND DEPOSIT-EVEN
ACCOUNT TOTAL							550.00			
ORG 077000 TOTAL							550.00			
077001			COMMUNITY CTR	REVENUES						
077001	314300		JDS	C.C. USE FEE						
049256	EVANS, NORMA	EVANS 79253	0	2022	12	INV P	100.00	091622	292848	REFUND DEPOSIT-EVEN
ACCOUNT TOTAL							100.00			
ORG 077001 TOTAL							100.00			
077650			COMMUNITY CTR-ADMIN/GENERAL							
077650	510000			CLEANING/JANITORIAL SPL						
003772	NEWELL PAPER COMPANY	4139018	229553	2022	12	INV P	81.11	091622	292917	JANITORIAL SUPPLIES
048909	BRADY COMPANIES, LLC	7456025	228877	2022	12	INV P	120.72	091622	292807	JANITORIAL SUPPLIES
048909	BRADY COMPANIES, LLC	7472265	229012	2022	12	INV P	555.60	091622	292807	JANITORIAL SUPPLIES
048909	BRADY COMPANIES, LLC	7498135	229437	2022	12	INV P	264.52	091622	292807	JANITORIAL SUPPLIES
							940.84			
ACCOUNT TOTAL							1,021.95			
077650	561000			PLUMBING SUPPLIES						
002714	ECONOMY SUPPLY CO	082181	229028	2022	11	INV P	295.30	091622	292840	MATERIA,L TO REPAIR
ACCOUNT TOTAL							295.30			
077650	570000			MTR VEHICLE REP. PTS/SPL						
002166	AUTO ARMATURE SERVIC	29062	229490	2022	11	INV P	164.95	091622	292799	BATTERY FOR UNIT 18
ACCOUNT TOTAL							164.95			
077650	604900			OTHER PROFESSIONAL SERV.						
003493	MALONE ROOFING SERVI	48150	0	2022	12	INV P	340.00	091622	292890	ROOF REPAIR @ JDOL
ACCOUNT TOTAL							340.00			
077650	606000			TELEPHONE AND TELEGRAPH						
002160	AT&T MOBILITY	287273578351x090822	0	2022	12	INV P	61.61	091622	292796	MB2016-287/WIRELESS

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2022/11 TO 2022/12				ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
ACCOUNT TOTAL										61.61		
077650	630000						GAS					
004321	SPIRE		G2022	9.6.22	0	2022 12	INV	P	288.96	091622	292974	SPIRE VARIOUS DEPT
ACCOUNT TOTAL										288.96		
077650	630500						ELECTRICITY					
003700	MS POWER COMPANY		E2022	8.23	0	2022 11	INV	P	5,003.39	091622	292909	MS POWER VARIOUS DE
003700	MS POWER COMPANY		E2022	8.31.22	0	2022 12	INV	P	5,525.03	091622	292909	MS POWER VARIOUS DE
										10,528.42		
ACCOUNT TOTAL										10,528.42		
077650	635000						BUILDING R&M					
002672	DOLEAC ELECTRIC CO I	BMR-X1	229419	2022 12	INV	P			790.00	091622	292839	BLOCK HEATER FOR OP
004256	SOLAR SUPPLY INC	3457326	229544	2022 12	INV	P			935.97	091622	292965	MATERIAL TO REPAIR
ACCOUNT TOTAL										1,725.97		
077650	635500						ELECTRICAL R&M					
002672	DOLEAC ELECTRIC CO I	JDS-X1	228372	2022 12	INV	P			5,590.00	091622	292839	GENERATOR MAINTENAN
ACCOUNT TOTAL										5,590.00		
077650	643000						UNIFORM RENT					
002471	CINTAS CORPORATION #	4126902338	0	2022 12	INV	P			188.23	091622	292821	UNIFORM RENTAL FOR
002471	CINTAS CORPORATION #	4127590040	0	2022 12	INV	P			188.23	091622	292821	UNIFORM RENTAL FOR
002471	CINTAS CORPORATION #	4128271633	0	2022 12	INV	P			188.23	091622	292821	UNIFORM RENTAL FOR
002471	CINTAS CORPORATION #	4128944903	0	2022 12	INV	P			188.23	091622	292821	UNIFORM RENTAL FOR
002471	CINTAS CORPORATION #	4129628741	0	2022 12	INV	P			188.23	091622	292821	UNIFORM RENTAL FOR
										941.15		
ACCOUNT TOTAL										941.15		
ORG 077650 TOTAL										20,958.31		
FUND 077 COMMUNITY CENTERS' FUND										TOTAL: 21,608.31		

YEAR/PERIOD: 2022/11 TO 2022/12											
ACCOUNT/VENDOR		INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION		
082285			CDBG-ENTITLEMENTS								
082285	502000			2022	12	MINOR OFFICE EQUIP/FURN.					
004328	STAPLES	8066925476	228847	2022	12	INV P	122.43	091622	292977	OFFICE SUPPLIES FRO	
ACCOUNT TOTAL							122.43				
082285				2022	12	OFFICE EQUIPMENT RENT					
004328	641000		0	2022	12	INV P	62.99	091622	292978	PENDAFLEX FOLDERS #	
004328	STAPLES	3517544987									
ACCOUNT TOTAL							62.99				
ORG 082285 TOTAL							185.42				
FUND 082 COMMUNITY DEVELOP. BLOCK GRANT							TOTAL:	185.42			

YEAR/PERIOD: 2022/11 TO 2022/12														
ACCOUNT/VENDOR					INVOICE		PO	YEAR/PR TYP S			WARRANT		CHECK	DESCRIPTION
086300					SPEC SALES		TAX/RECREATION MAIN							
086300 7295PR							CAPITAL PROJECTS							
003385	LANDRY	LEWIS	GERMANY	CN	22-3922-001	0	2022	12	INV	P	2,982.00	091622	292885	MB 2021-451 JAYCEE
003385	LANDRY	LEWIS	GERMANY	CN	22-3922-001.1	0	2022	12	INV	P	829.50	091622	292885	MB 2021-451 JAYCEE
003385	LANDRY	LEWIS	GERMANY	CN	22-3922-002	0	2022	12	INV	P	12,705.00	091622	292885	MB 2021-451 JAYCEE
											16,516.50			
003764 NEEL-SCHAFFER INC					1079791	0	2022	12	INV	P	61,906.00	091622	292916	MB 2021-400 JAYCEE
ACCOUNT TOTAL											78,422.50			
ORG 086300 TOTAL											78,422.50			
FUND 086 SPEC SALES TAX P&R/UNIV IMPROV											TOTAL: 78,422.50			

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2022/11 TO 2022/12		ACCOUNT/VENDOR		INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
087601				INDUSTRIAL PK-G.O.ACQUISITIONS							
087601	600500			ADMINISTRATIVE FEE							
	002143	AREA DEVELOPMENT PAR 110		2022 12 INV P	0				875.00	091622	292789 ADMIN FEES QE 9/30/
				ACCOUNT TOTAL					875.00		
087601	601700			APPRAISAL							
	002512	COLLINS & NULL APPRA 4582		2022 12 INV P	0				2,850.00	091622	292829 APPRAISAL SERVICES
				ACCOUNT TOTAL					2,850.00		
087601	602500			LEGAL							
	004171	SHEMPER, MICHAEL J P 107		2022 12 INV P	0				1,650.00	091622	292959 SERVICES RENDERED T
	004677	WISE CARTER CHILD & 229152		2022 12 INV P	0				1,375.73	091622	293005 SERVICE RENDERED TH
	047720	HOWDESHELL, PITTMAN 1054		2022 12 INV P	0				2,719.29	091622	292871 LEGAL SERVICES
				ACCOUNT TOTAL					5,745.02		
				ORG 087601 TOTAL					9,470.02		
FUND 087 INDUSTRIAL PARK DEVELOPMENT									TOTAL:	9,470.02	

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2022/11 TO 2022/12		INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
ACCOUNT/VENDOR									
088603									PUBLIC SAFETY/REC CONSTRUCTION
088603	729501								HALL AVENUE OVERPASS
002512	COLLINS & NULL APPRA	4414	0	2022	12	INV P	2,475.00	091622	292828 MB 2021-349 HALL AV
002512	COLLINS & NULL APPRA	4417	0	2022	12	INV P	2,475.00	091622	292828 MB 2021-349 HALL AV
002512	COLLINS & NULL APPRA	4418	0	2022	12	INV P	2,475.00	091622	292828 MB 2021-349 HALL AV
002512	COLLINS & NULL APPRA	4419	0	2022	12	INV P	2,475.00	091622	292828 MB 2021-349 HALL AV
002512	COLLINS & NULL APPRA	4420	0	2022	12	INV P	2,475.00	091622	292828 MB 2021-349 HALL AV
							12,375.00		
003764	NEEL-SCHAFFER INC	1080353-1081164	0	2022	12	INV P	156,797.56	091622	292916 MB 2021-160 HALL AV
003764	NEEL-SCHAFFER INC	1081165	0	2022	12	INV P	736.59	091622	292916 MB 2011-4/307 HALL
							157,534.15		
048733	ATLAS RIGHT OF WAY	212	0	2022	12	INV P	2,450.00	091622	292798 MB 2021-349 HALL AV
048733	ATLAS RIGHT OF WAY	214	0	2022	12	INV P	2,450.00	091622	292798 MB 2021-349 HALL AV
048733	ATLAS RIGHT OF WAY	215	0	2022	12	INV P	2,450.00	091622	292798 MB 2021-349 HALL AV
048733	ATLAS RIGHT OF WAY	216	0	2022	12	INV P	2,450.00	091622	292798 MB 2021-349 HALL AV
048733	ATLAS RIGHT OF WAY	217	0	2022	12	INV P	2,450.00	091622	292798 MB 2021-349 HALL AV
048733	ATLAS RIGHT OF WAY	218	0	2022	12	INV P	2,450.00	091622	292798 MB 2021-349 HALL AV
048733	ATLAS RIGHT OF WAY	219	0	2022	12	INV P	2,450.00	091622	292798 MB 2021-349 HALL AV
048733	ATLAS RIGHT OF WAY	220	0	2022	12	INV P	2,450.00	091622	292798 MB 2021-349 HALL AV
048733	ATLAS RIGHT OF WAY	221	0	2022	12	INV P	2,450.00	091622	292798 MB 2021-349 HALL AV
048733	ATLAS RIGHT OF WAY	6/24/22	0	2022	12	INV P	2,450.00	091622	292798 MB 2021-349 HALL AV
							24,500.00		
048987	MARTIN LUTHER KING	SOUND MITIGATION	0	2022	12	INV P	342,641.11	091622	292893 MB 2021-515 HALL AV
						ACCOUNT TOTAL	537,050.26		
						ORG 088603 TOTAL	537,050.26		
FUND 088 PUBLIC SAFETY/REC CONSTRUCTION TOTAL:							537,050.26		

** END OF REPORT - Generated by Sherry Jackson **

09/14/2022 15:31
6050sjackson

City of Hattiesburg, MS
A/P CASH DISBURSEMENTS JOURNAL

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JOURNAL ENTRIES TO BE CREATED

FUND	DUE TO	DUE FR
001 General Fund		673,640.43
002 PARKS & RECREATION FUND		50,368.54
005 HATT.MUNICIPAL FIRE PROTECTION		4,322.42
009 WATER & SEWER OPERATION/MAINT.		293,007.73
019 POLICE FORFEITURES FUND		10,122.50
072 MUNICIPAL ROAD & BRIDGE		281,010.92
073 MASS TRANSIT FUND		11,787.94
077 COMMUNITY CENTERS' FUND		21,608.31
082 COMMUNITY DEVELOP. BLOCK GRANT		185.42
086 SPEC SALES TAX-P&R/UNIV IMPROV		78,422.50
087 INDUSTRIAL PARK DEVELOPMENT		9,470.02
088 PUBLIC SAFETY/REC CONSTRUCTION		537,050.26
801 CLAIMS FUND		
	1,970,996.99	
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TOTAL	1,970,996.99	1,970,996.99

** END OF REPORT - Generated by Sherry Jackson **